

Please use the checklist below to review your healthy eating and/or oral health policy. The overall message of each of these statements should be included in your policy, although the exact wording is not required. Early childhood services are recommended to personalise their policy to ensure it reflects their needs and specific practices.

Please ensure all boxes are checked before submitting your policy to the Smiles 4 Miles team for review. This will ensure the policy promotes an environment that supports oral health and healthy eating in your service.

Note: This policy checklist meets the suggested policy requirements for the [Achievement Program](#) and [Healthy Eating Advisory Service](#).

Healthy Eating and Oral Health Policy Checklist

Service:	Policy Title:	Date:
✓		
Leadership and commitment	Purpose	
	Background- includes rationale for the need of a healthy eating and oral health policy	
	Definitions ('Healthy Eating', 'Oral Health', 'nutrition', 'sometimes/discretionary food and drinks')	
	Procedures and responsibilities	
	Relevant legislation and policies	
	Related service policies	
	Endorsement date and planned review date	
	This policy is shared with the whole service community (including management, educators, staff, volunteers, families and children) with opportunities to provide feedback/input.	
	This policy is endorsed by management and reviewed at least every 2 years.	
Healthy physical environment	Water (preferably tap water) is accessible for drinking at all times.	
	Healthy food and drinks are promoted, and sometimes/ discretionary food and drinks are discouraged for snacks and lunches, in the service and brought from home.	
	If the service provides food: The menu meets the Australian Dietary Guidelines and Infant Feeding Guidelines; the menu is displayed for parents and carers and has been assessed using the HEAS FoodChecker tool .	
	There is suitable space for breastfeeding and storing breastmilk. **	
	Best practices are followed in relation to bottle feeding and sipper cups as outlined in the NHMRC Infant feeding guidelines ** <ul style="list-style-type: none"> Not putting an infant to sleep while drinking from a bottle 	



	<ul style="list-style-type: none"> A cup can be introduced around 6 months, to teach infants the skill of sipping drinks from a cup 	
Healthy culture	Diversity and culture are considered when implementing healthy eating and oral health practices and when menu planning.	
	Educators interact with children at meal times and role model healthy eating.	
	Food and drinks are not used as an incentive or reward.	
	Celebrations, fundraising and events promote healthy food options and discourage discretionary/sometimes food options.	
	Oral hygiene practices are promoted and undertaken at the service when appropriate.	
Child teaching and learning	Children are educated about healthy eating and oral health, and active learning experiences are included in the program.	
	Educators and staff are supported to access professional development and resources to enable them to deliver healthy eating and oral health education.	
Supported staff and educators	Educators are supported to consume healthy foods and drinks and maintain good oral health practices at work.	
	Healthy eating and oral health information and policy requirements are included in educator and staff orientation/induction.	
	When food is provided to staff and educators for meetings, celebrations and events, healthy food options are included and discretionary/ sometimes options are discouraged.	
Families and community partnerships	Healthy eating and oral health information is provided to families, such as information about accessing local dental services and how to create healthy and nutritious meals.	
	The service's menu**, recipes and healthy eating and oral health policy/s will be made available to families.	
	Partnerships are established with relevant organisations and health professionals to support healthy eating and oral health practices where appropriate.	

** Include only if this is possible and appropriate for your service.

Sample Definitions:

Healthy Eating and Oral Health: For the purposes of this policy and for the Healthy Early Childhood Services Achievement Program, the 'Healthy Eating and Oral Health' health priority area focusses on supporting healthy eating, including nutrition, positive food habits and food literacy, and supporting oral health and hygiene practices.

Healthy eating: Eating a wide variety of foods from the five food groups each day. These are:

- fruit
- vegetables and legumes/beans
- grain (cereal) foods, mostly wholegrain
- milk, yoghurt, cheese, and alternatives
- lean meat, poultry, fish, eggs, tofu, nuts and seeds, and legumes/beans.

Healthy eating also means eating in a way that is socially and culturally appropriate, having regular meals and snacks and eating food to satisfy hunger, appetite and energy needs.ⁱ

Nutrition: The process of providing or obtaining the food necessary for health and growth.ⁱⁱ

'Discretionary'/'Sometimes' food and drink: Discretionary/Sometimes food is high in fat, sugar and salt or a combination of these.ⁱⁱⁱ They typically have very little nutritional value and are often processed and packaged.

Examples of discretionary food include:

- chocolate, confectionery, jelly
- sweet biscuits, high fat/salt savoury biscuits, chips
- high sugar/high fat cakes and slices
- cream, ice cream
- deep fried foods (e.g. hot chips) and pastry based foods (pies, sausage rolls and pasties)
- most fast food and takeaway foods
- some processed meats (e.g. sausages, frankfurts/hot dogs, salami, strasbourg, devon, some commercial chicken nuggets and fish fingers)
- soft drinks, fruit juice and fruit drinks, cordial, sports drinks, energy drinks, flavoured milk and flavoured mineral water.^{iv}

Oral health: A standard of health of the oral and related tissues that enables an individual to eat, speak and socialise without active disease, discomfort or embarrassment and that contributes to general wellbeing.^v

Food Literacy: Food literacy is "a collection of inter-related knowledge, skills and behaviours required to plan, manage, select, prepare and eat food to meet (dietary) needs" vi

Relevant legislation and policy documents:

- [Education and Care Services National Law Act 2010](#)
- [Education and Care Services National Regulations 2011:](#)
 - PART 4.2—CHILDREN'S HEALTH AND SAFETY 97 Division 1—Health, safety and wellbeing of children — Regulations 77, 78, 79, 80
 - PART 4.7—LEADERSHIP AND SERVICE MANAGEMENT Division 2—Policies and procedures — Regulation 168 (2) (a) (i)
- [ACECQA National Quality Standard 2018 – Quality Area 2](#)
- [Quality Area 6- Collaborative Partnerships with families and communities](#)
- [Quality Area 7- Governance and Leadership](#)
- [Get Up and Grow. Healthy Eating and Physical Activity for Early Childhood. Australian Government, 2009](#)
- [Belonging, Being and Becoming: The Early Years Learning Framework for Australia V2.0 \(EYLF\). Commonwealth of Australia, 2022](#)
- [Victorian Early Years Learning and Development Framework For all Children from Birth to Eight Years. Department of Education and Training, 2016](#)
- [Australian Dietary Guidelines. National Health and Medical Research Council, 2013](#)
- [Infant Feeding Guidelines, National Health and Medical Research Council, 2012](#)
 - [8.4.2 Good bottle feeding practice, pg.79](#)
 - [8.4.4 Using a feeding cup, pg.80](#)
- [Menu planning guidelines for long day care, Healthy Eating Advisory Service, Department of Health and Human Services, State Government of Victoria, 2012](#)
- [Menu planning checklist for family day care, Healthy Eating Advisory Service, Department of Health and Human Services, State Government of Victoria, 2013](#)

ⁱ Nutrition Australia Victorian Division, www.nutritionaustralia.org

ⁱⁱ <http://oxforddictionaries.com/definition/english/nutrition>

ⁱⁱⁱ Australian Dietary Guidelines, National Health and Medical Research Council, 2013, <http://www.eatforhealth.gov.au>

^{iv} Get Up & Grow: Healthy Eating and Physical Activity for Early Childhood, Commonwealth of Australia, 2009, www.health.gov.au/internet/main/publishing.nsf/Content/phd-early-childhoodnutrition-resources

^v Healthy Mouths Healthy Lives: Australia's National Oral Health Plan 2015-2024. COAG Health Council 2015 <http://www.coaghealthcouncil.gov.au/Publications/Reports/ArtMID/514/ArticleID/81>

^{vi} Vidgen HA, Gallegos, D, (2014). Defining Food Literacy and its components. *Appetite*, 76, 50-59. Retrieved from https://blogs.deakin.edu.au/apfnc/wp-content/uploads/sites/119/2015/06/Vidgen_2014_food-literacy-Appetite.pdf