


Performance Standard:	Part 1302 - Subpart D Health Program Services	<h1>INCA Community Services</h1> <h2>Head Start & Early Head Start Policies and Procedures</h2> 
Sub Category:	1302.44 a 2 ix 1302.47 b 5 Child Nutrition	
PC Approval Date:	9/2018	
GB Approval Date:	8/2018	
Form:	(see documents)	
Responsible:	Nutrition Manager	

Food Safety and Sanitation - Safe Drinking Water

Policy

INCA complies with all applicable Federal, State, and local food safety and sanitation laws and posts evidence of compliance with applicable laws and appropriate licenses and certificates.

INCA makes safe drinking water freely available during all time of the program day. INCA encourages children to drink water throughout the day, especially before, during, and after outdoor play.

Food Safety and Sanitation -- Compliance and Posting (1302.47 b 5 iii)

- INCA posts evidence of compliance (licenses, certificates) with all applicable Federal, State, and local food safety and sanitation laws, including those related to the storage, preparation and service of food and the health of food handlers.
- INCA contracts only with public school districts that are licensed in accordance with State or local laws.
 - Nutrition Manager sends contracts annually to the public school districts in which we use their food vending to furnish meals for Head Start children.

Safe Drinking Water (1302.44 a 2 xi)

- Only sources of water approved by the federal, local or state health authority are used.
- Unsafe Drinking Water Notice
 - Upon notice from the local or state health authority of unsafe water INCA will:
 - Immediately notify staff of issue and share notice,
 - Tap water will not be used to cook or prepare food,
 - Potable (safe) water will be furnished for classroom.
- Closure will be determined by management only.

Choose water as a drink

Drinking water is the best way to quench thirst. All children between the ages of 4-8 should drink 1.2 litres per day or about 5 glasses. Strategies to assist:

- Pitchers/Jugs of water and paper cups taken to playground or indoors.
- Water offer to children in place of additional milk, if thirsty after milk is served at meals.

Documents
Child and Adult Care Food Program (CACFP) Agreement Child Meal Pattern - Breakfast, Lunch and Support, Snack
Definitions/Acronyms
INCA - Head Start and Early Head Start programs HS - Head Start program EHS - Early Head Start program CACFP - Child and Adult Care Food Program
Dissemination of Policy
The policy will be made available to all Head Start employees through the agency's website @ www.incacaa.org . The agency will educate and train applicable employees and supervisors regarding the policy and any conduct that could constitute a violation of the policy.