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|  <b>VERMONT</b><br><b>DEPARTMENT FOR CHILDREN AND FAMILIES</b><br>Family Services Division<br>Woodside Juvenile Rehabilitation Center |   | <h1>407</h1>         |
| Chapter:   | Treatment, Health Care and Nutrition Services |                      |
| Subject:   | Dietary and Kitchen Policy                    | Page 1 of 2          |
| Approved:  | Jay Simons, Director                          | Effective: 9/19/2018 |
| Supersedes   | Woodside Policy and Procedure 407             | Dated: 2/2003        |

## Purpose

To outline procedures to ensure that residents' dietary needs are met in a healthy and safe manner.

## Policy

Woodside is committed to offering all residents and staff members balanced, nutritious meals that meet school and health department guidelines. Woodside is further committed to maintaining a safe, clean kitchen that meets all Vermont State Health Department regulations for a food service operation.

The Woodside dietary policy conforms to standards set by United States Department of Agriculture Center for Nutrition Policy and Promotion Standards for adolescents.

## Procedure

1. The Woodside cooks will work the Vermont Department of Health to develop a written menu that meets accepted national standards for recommended food allowances for adolescents in each of the major food groups.
2. Woodside cooks will consult with Woodside staff to ensure that the menus are appealing to Woodside youth and are being delivered in the proper amounts in each food group.
3. Woodside staff will encourage youth to eat from all the food groups and will observe youth's dietary habits to ensure youth are eating appropriate amounts.
4. Whenever a youth requires a special diet due to religious, medical or dental needs, the Woodside nurse (or, for religious needs, the Education Coordinator) will notify the Woodside cooks and assist them in developing a specific and complete plan to meet those dietary needs. Special diets will be kept as simple as possible and will conform as closely as possible to the foods being served to other youth. The need for a special diet will be reviewed at least monthly.
5. Food will not be withheld from a youth as a disciplinary measure.



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6. Woodside cooks and the Woodside kitchen will meet all the requirements relative to sanitation, health, and safety necessary to pass periodic Vermont Department of Health inspections for food service operations. All surfaces having contact with food, including carts, will be cleaned after use by Woodside cooks and staff. Records of annual inspections will be kept on file.
7. Woodside cooks and others working in the kitchen (including youth) will be in good health and free from communicable diseases and open, infected wounds; have clean hair and fingernails; wear caps or hairnets; wear clean, washable garments; and employ hygienic food handling techniques.
8. All individuals handling food or working in the kitchen will wash their hands thoroughly when reporting for duty and after using the bathroom facilities. Cooks supervising youth and other individuals working in the kitchen will monitor those individuals for health and cleanliness.