

Use these guidelines to plan a menu with the right balance of foods and drinks that children in long day care need for optimal growth and development.

The Healthy Eating Advisory Service *Menu planning guidelines for long day care* are based on the *Australian Dietary Guidelines*<sup>1</sup> and the *Australian Guide to Healthy Eating*<sup>2</sup> and are consistent with the recommendations in the Australian Government's *Get Up & Grow: Healthy Eating and Physical Activity for Early Childhood*<sup>3</sup>.

Following the *Menu planning guidelines for long day care* will help your service strengthen its practice in Quality Area 2 of the National Quality Standard<sup>4</sup>.

If your centre already has a menu, you can use the *Menu planning guidelines for long day care* to check that the menu meets children's nutrition needs.

## How to use the guidelines

The *Menu planning guidelines for long day care* assist with menu planning for long day care centres where morning tea, lunch and afternoon tea are provided. A menu that includes morning tea, lunch and afternoon tea should provide children aged 1–5 years with half of their daily nutrition requirements. Services that provide breakfast and/or a late afternoon snack will need to offer additional food.

The *Menu planning guidelines for long day care* specify the minimum number of children's serves of each of the five food groups that should be provided to 1-5 year old children each day in care. A children's serve refers to the portion of food appropriate for children aged 1–5 years. To be practical in the childcare setting, these serve sizes have been adapted from the serve sizes in the Australian Dietary Guidelines. Detailed information about children's serve sizes is outlined in our resource *What's in a serve*<sup>5</sup> (Appendix 1).

The *Menu planning guidelines for long day care* also include recommendations for providing foods and drinks for infants under the age of one year. For more information about feeding infants refer to our fact sheet *Menu planning for babies*<sup>6</sup>.

For easy reference these guidelines have been summarised into a *Menu planning checklist for long day care*<sup>7</sup> (Appendix 2).

If you have any queries, please contact the Healthy Eating Advisory Service on 1300 22 52 88 or email [heas@nutritionaustralia.org](mailto:heas@nutritionaustralia.org).

<sup>1</sup> *Australian Dietary Guidelines*, National Health and Medical Research Council, 2013, [www.eatforhealth.gov.au](http://www.eatforhealth.gov.au)

<sup>2</sup> *Australian Guide to Healthy Eating*, National Health and Medical Research Council, 2013, [www.eatforhealth.gov.au](http://www.eatforhealth.gov.au)

<sup>3</sup> *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-childhood-nutrition-resources](http://www.health.gov.au/internet/main/publishing.nsf/Content/phd-early-childhood-nutrition-resources)

<sup>4</sup> *National Quality Standard*, Australian Children's Education and Care Quality Authority, [www.acecqa.gov.au](http://www.acecqa.gov.au)

<sup>5</sup> *What's in a serve*, Healthy Eating Advisory Service, 2014, [www.heas.health.vic.gov.au](http://www.heas.health.vic.gov.au)

<sup>6</sup> *Menu planning for babies*, Healthy Eating Advisory Service, 2014, [www.heas.health.vic.gov.au](http://www.heas.health.vic.gov.au)

<sup>7</sup> *Menu planning checklist for long day care*, Healthy Eating Advisory Service, 2014, [www.heas.health.vic.gov.au](http://www.heas.health.vic.gov.au)

Avoid processed meats like sausages, frankfurts, Strasburg and middle bacon.

Include vegetarian meals on the menu at least once per fortnight for variety.

## Lean meat and poultry, fish, eggs, tofu, nuts and seeds and legumes/beans

Offer **1** children's serve of lean meat, poultry, fish or alternatives per child per day.

One children's serve of lean meat, poultry, fish or alternatives is equal to half a serve in the *Australian Dietary Guidelines*. This is equivalent to:

- 50g raw lean red meat (e.g. beef, lamb, kangaroo), lean pork or poultry (e.g. chicken) without the bone
- 30g lean cooked red meat
- 40g cooked poultry (skin off)
- 60g raw fish or 50g canned or cooked fish
- 35g dry weight beans or legumes or 85g (½ cup) cooked or canned (drained) beans or legumes
- 15g peanut butter or nuts (if centre policy allows)
- 1 egg
- 20g dry weight Textured Vegetable Protein (TVP)
- 85g tofu
- 60g hummus.

Lean red meat should be served **4** times per fortnight, lean pork or poultry **2** times per fortnight and fish **1–2** times per fortnight (preferably 2).

Lean ham or lean bacon may be included on the menu once or twice per week (either once as a major ingredient in a meal and once as a minor ingredient in a meal, or twice as a minor ingredient in a meal).

Other processed meats should not be included on the menu. This includes sausages, sausage mince, frankfurts, hot dogs, cabana, salami, Strasburg, Devon, middle bacon and some commercial chicken and fish products.

## Vegetarian meals

Include vegetarian meals on the menu **at least once** per fortnight for variety.

Vegetarian meals should include:

- a food containing protein such as eggs, legumes (e.g. chickpeas), milk, yoghurt, cheese, soy products (e.g. tofu) or nuts (if centre policy allows)

**AND**

- a food containing iron (if not already included) such as spinach, legumes (e.g. chickpeas), baked beans, peas, tofu, eggs and broccoli

**AND**

- a fruit or vegetable high in vitamin C (to enhance iron absorption by the body) such as capsicum, broccoli, kiwifruit, Brussels sprouts, paw paw, cauliflower, orange, mandarin, berries, cabbage, cantaloupe, frozen mixed vegetables, broad beans, spinach, sweet potato, potato, pineapple, cherries, raw tomato, zucchini, peas and green beans.

## Fruit

Offer **1** children's serve of fruit\* per child per day.

One children's serve of fruit is equal to half a serve in the *Australian Dietary Guidelines*. This is equivalent to:

- 75g fresh fruit (1 small piece, ½ medium piece or equivalent amount of 2-3 types)

Fruit juice is a concentrated source of sugar and should not be offered as a drink.

Offer a variety of vegetables and legumes/beans every day

Flavoured milk is not an appropriate drink for young children and should not be included on the menu.

- 75g (½ cup) diced, cooked or canned (drained) fruit
- 15g dried fruit.

**A variety of fruit should be provided, at least 2–3 different types per day and 5 different types per week.**

Dried fruit is a concentrated source of sugar which leaves a sticky residue on teeth and can contribute to tooth decay. If included on the menu it should be offered no more than once per week.

Fruit juice is also a concentrated source of sugar and should not be offered as a drink.

*\* Some hard fruit may need to be cooked, mashed, grated or very finely sliced to prevent choking.*

## Vegetables and legumes/beans

**Offer 1–1½ children’s serves of vegetables\* and legumes/beans per child per day.**

One children’s serve of vegetables and legumes/beans is equal to one serve in the *Australian Dietary Guidelines*. This is equivalent to:

- 75g fresh, frozen, canned (drained) or cooked vegetables (½ cup cooked, 1 cup salad, ½ medium potato)
- 30g dry weight beans or legumes or 75g (½ cup) cooked or canned beans or legumes.

**A variety of vegetables and/or legumes should be provided, at least 2–3 different types per day and 5 different types per week.**

*\* Some hard vegetables may need to be cooked, mashed, grated or very finely sliced to prevent choking.*

## Milk, yoghurt, cheese and/or alternatives

**Offer 2 children’s serves of milk, yoghurt, cheese and/or calcium fortified alternatives per child per day.**

One children’s serve of milk, yoghurt, cheese and/or alternatives is equal to just under half a serve in the *Australian Dietary Guidelines*. This is equivalent to:

- 100ml milk/calcium fortified soy or rice drink
- 50ml evaporated milk
- 15g milk powder
- 100ml custard
- 80g yoghurt/calcium fortified soy yoghurt
- 15g hard cheese (1 slice), 50g ricotta cheese.

Cream, sour cream and butter are not substitutes for milk, yoghurt and cheese.

It is recommended that milk is offered as a drink at morning tea and/or afternoon tea every day.

Full fat varieties of milk, yoghurt, cheese and/or alternatives should be used for children less than 2 years of age. Reduced fat milk, yoghurt, cheese and/or alternatives are suitable for children over the age of 2 years.

Ensure dairy alternative products such as soy drinks and soy yoghurt are calcium fortified (with at least 100mg of added calcium per 100mL).

Flavoured milk is not an appropriate drink for young children and should not be included in the daily menu.

## Grain (cereal) foods

Offer **2** children's serves of grain (cereal) foods per child per day. Include high fibre (wholemeal and wholegrain) varieties at least **3** times per week, preferably every day.

One children's serve of grain (cereal) foods is equal to one serve in the *Australian Dietary Guidelines*. This is equivalent to:

- 40g bread (1 slice, ½ medium roll or flatbread)
- 1 crumpet or small English muffin
- 30g breakfast cereal flakes (⅔ cup), 2 Weetbix™ or similar, ¼ cup muesli or porridge
- 30g dry weight rice, pasta, noodles, couscous, barley, buckwheat, semolina, cornmeal, quinoa, polenta (½ cup cooked)
- 30g flour (¼ cup)
- 35g crispbread (3–4 cracker biscuits or crispbread, 3 thick rice cakes, 6 thin rice cakes or corn thins, 12 plain rice crackers)

Some foods and drinks should not be included on the daily menu. These are usually high in saturated fat, added sugar and/or salt and are low in fibre.

## Foods and drinks that should not be included in the daily menu

Some foods and drinks should not be included in the daily menu. These items are generally high in saturated fat, added sugar and/or added salt and are low in fibre, and typically have little nutritional value.

Examples of foods and drinks which should not be included in the daily menu are<sup>8</sup>:

- chocolate, confectionary, jelly
- sweet biscuits, high fat/high salt savoury biscuits, chips
- high sugar/high fat cakes and slices
- cream, ice cream
- deep fried foods (e.g. hot chips)
- pastry based foods (e.g. pies, sausage rolls and pasties)
- most fast food and takeaway foods
- some processed meats (e.g. sausages, frankfurts/hot dogs, salami, Strasburg, Devon, some commercial chicken nuggets and fish fingers)
- sweet drinks such as soft drinks, fruit juice and fruit drinks, cordial, sports drinks, sports waters, flavoured waters, flavoured mineral waters, iced teas and energy drinks.

## Fats and oils

Use mostly polyunsaturated (e.g. sunflower, safflower) and/or monounsaturated (e.g. canola, olive, peanut, sunflower, soybean, sesame) oils and spreads in cooking and baking.

Avoid palm, cottonseed and coconut oils or oil blends that contain these, as well as cream, sour cream, butter, copha, ghee and lard.

<sup>8</sup> *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-childhood-nutrition-resources](http://www.health.gov.au/internet/main/publishing.nsf/Content/phd-early-childhood-nutrition-resources)

Avoid adding salt during cooking, and choose packaged foods with 'low salt', 'reduced salt' or 'no added salt' written on the label.

Choose breakfast cereals which are low in added sugar.

Offer water at all meals and freely throughout the day.

## Salt

**Salt should not be added to cooking or be available at the table.**

Salt is often added to foods that are processed (e.g. some breakfast cereals and bread), preserved (e.g. tuna in brine, smoked goods, ham) or cooked in salty solutions (e.g. some sauces or stocks) or foods that have flavours added (e.g. some savoury biscuits and pasta sauces).

When selecting packaged foods, choose 'low salt', 'reduced salt' or 'no added salt' products.

Use herbs and spices to enhance the flavour of meals.

## Breakfast

If breakfast is provided it should be based on grains (breads and cereals) as well as milk, yoghurt, cheese and alternatives.

At least **one** wholemeal or wholegrain choice should be provided every day at breakfast.

Breakfast cereals should be low in added sugars (less than 15g of sugar per 100g if dried fruit is not an ingredient, or less than 25g per 100g if dried fruit is an ingredient).

Fruits and vegetables are also good choices to include at breakfast.

## Morning and afternoon tea

**Morning tea and afternoon tea should be planned and documented on the menu.**

**Foods and drinks included at morning tea and afternoon tea should be nutritious and based on choices from the five food groups.** These may include milk based custard, yoghurt, cheese, eggs, legumes (e.g. baked beans), healthy dips (e.g. hummus), fruit, vegetables, bread, crackers and crispbread which are lower in fat and salt and baked items such as pikelets, scones and muffins which use some wholemeal flour and are lower in sugar and fat.

**Baked items should not be provided every day.** If provided, they should not contain large amounts of fat and sugar and should preferably include some fruit or vegetables and wholemeal flour.

## Late snack

An extra snack is recommended for children attending eight or more hours in care. If you offer a late snack it should be documented on the menu.

Foods and drinks included at late snack should be nutritious and based on choices from the five food groups.

## Drinks

**Water is offered at all meals and is available freely throughout the day.**

Plain milk is another healthy drink option for children. Full-fat milk should be given to children under the age of 2 years. Reduced-fat milk is suitable for children over 2 years of age.

**Sugar sweetened drinks such as soft drinks, fruit drinks, cordial, sports drinks, sports waters, flavoured waters, flavoured mineral waters, iced teas and energy drinks should not be included on the menu.**

Flavoured milk and fruit juice are not appropriate drinks for young children and should not be included in the daily menu.

For infants, offer healthy foods which contain iron each day. These should be an appropriate texture for infants' developmental stages

## Feeding infants under 12 months of age

Breast milk, infant formula and cooled boiled tap water should be the only drinks provided to infants until 12 months of age.

From around 6 months a variety of age-appropriate solid foods should be offered. Solid foods should be an appropriate texture and consistency for infants' developmental stages. For ease, modify the regular menu so that it is appropriate for infants.

**Include iron containing nutritious foods each day** e.g. iron fortified cereals, pureed meat, poultry and fish, cooked mashed tofu, legumes (e.g. chickpeas or lentils) or eggs.

Fruit, vegetables, grains and milk, yoghurt, cheese and alternatives should also be available for infants every day.

For more information about feeding infants refer to our fact sheet *Menu planning for babies*.

## Foods and drinks for children with allergies

Children with allergies should be provided with suitable alternatives to foods and drinks that are not tolerated.

**This should be documented on the menu.**

For more information about cooking for children with allergies and intolerances refer to [www.heas.health.vic.gov.au/early-childhood-services/allergy-and-intolerance](http://www.heas.health.vic.gov.au/early-childhood-services/allergy-and-intolerance)

## Food variety

The menu should be varied and should meet the social and cultural needs of children. This means that:

- the menu includes a variety of meals from different cultures
- the menu includes a variety of tastes, colours, textures (e.g. crunchy, soft) and flavours
- main meals are not repeated in a two-week menu cycle
- the main ingredient in a meal is not repeated on the same day each week (e.g. fish is not provided every Friday only).

## Appendix 1 What's in a serve?

Use this table to make sure you offer enough food from each core food group to meet the nutrition needs of 1 – 5 year old children in long day care.

A children's serve refers to the portion of food appropriate for children aged 1–5 years. To be practical in the childcare setting, these serve sizes have been adapted from the serve sizes in the *Australian Dietary Guidelines*<sup>9</sup>.

### Essential foods for long day care menu planning

| Food group   | Minimum amount per day in care     | Minimum children's serve per day in care | Examples of 1 children's serve   |
|--|------------------------------------|--|--|
| <b>Lean meat and poultry, fish, eggs, tofu, nuts and seeds and legumes/beans</b> | 50g raw meat/poultry or equivalent | 1 children's serve                       | <p><i>One children's serve of lean meat, poultry, fish or alternatives is equal to half a serve in the Australian Dietary Guidelines. This is equivalent to:</i></p> <ul style="list-style-type: none"> <li>● 50g raw lean red meat (e.g. beef, lamb, kangaroo), lean pork or poultry without the bone</li> <li>● 30g lean cooked red meat</li> <li>● 40g cooked chicken (skin off)</li> <li>● 60g raw fish or 50g canned or cooked fish</li> <li>● 35g dry weight beans or legumes or 85g (½ cup) cooked or canned (drained) beans or legumes</li> <li>● 15g peanut butter or nuts (if centre policy allows)</li> <li>● 1 egg</li> <li>● 20g dry weight Textured Vegetable Protein (TVP)</li> <li>● 85g tofu</li> <li>● 60g hummus</li> </ul> |
| <b>Fruit</b>   | 75g fruit                          | 1 children's serve                       | <p><i>One children's serve of fruit is equal to half a serve in the Australian Dietary Guidelines. This is equivalent to:</i></p> <ul style="list-style-type: none"> <li>● 75g fresh fruit* (1 small piece, ½ medium piece or equivalent amount of 2–3 types)</li> <li>● 75g (½ cup) diced, cooked or canned (drained) fruit</li> <li>● 15g dried fruit<sup>#</sup></li> </ul>   |
| <b>Vegetables and legumes/beans</b>  | 75–100g vegetables or legumes      | 1–1½ children's serves                   | <p><i>One children's serve of vegetables and legumes/beans is equal to one serve in the Australian Dietary Guidelines. This is equivalent to:</i></p> <ul style="list-style-type: none"> <li>● 75g fresh, frozen, canned (drained) or cooked vegetables* (½ cup cooked, 1 cup salad, ½ medium potato)</li> <li>● 30g dry weight beans or legumes or 75g (½ cup) cooked or canned beans or legumes (drained)</li> </ul>   |

<sup>9</sup> *Australian Dietary Guidelines*, National Health and Medical Research Council, 2013, [www.eatforhealth.gov.au](http://www.eatforhealth.gov.au)

## Essential foods for long day care menu planning

|  |                              |                     |  |
|--|------------------------------|---------------------|--|
| <b>Milk, yoghurt, cheese and/or alternatives</b> | 200mL milk or equivalent     | 2 children's serves | <p><i>One children's serve of milk, yoghurt, cheese and/or alternatives is equal to just under half a serve in the Australian Dietary Guidelines. This is equivalent to:</i></p> <ul style="list-style-type: none"> <li>● 100mL milk/calcium fortified soy or rice drink</li> <li>● 50mL evaporated milk</li> <li>● 15g milk powder</li> <li>● 100mL custard</li> <li>● 80g yoghurt/calcium fortified soy yoghurt</li> <li>● 15g hard cheese (1 slice), 50g ricotta cheese</li> </ul>  |
| <b>Grain (cereal) foods</b>                      | 2 slices bread or equivalent | 2 children's serves | <p><i>One children's serve of grain (cereal) foods is equal to one serve in the Australian Dietary Guidelines. This is equivalent to:</i></p> <ul style="list-style-type: none"> <li>● 40g bread (1 slice, ½ medium roll or flatbread)</li> <li>● 1 crumpet or small English muffin</li> <li>● 30g breakfast cereal (⅔ cup), 2 Weetbix™ or similar, ¼ cup muesli or porridge</li> <li>● 30g dry weight rice, pasta, noodles, couscous, barley, buckwheat, semolina, cornmeal, quinoa, polenta (½ cup cooked)</li> <li>● 30g flour (¼ cup)</li> <li>● 35g crispbread (3–4 cracker biscuits or crispbread, 3 thick rice cakes, 6 thin rice cakes or corn thins, 12 plain rice crackers)</li> </ul> |

\* Some hard fruit and vegetables may need to be cooked, mashed, grated or very finely sliced.

# Dried fruit leaves a sticky residue on teeth and can contribute to tooth decay. If included on the menu it should only be offered once per week.

## Appendix 2 Menu planning checklist for long day care

Use this checklist to plan or review two weeks of your menu cycle.

The number of serves recommended is the minimum required to meet the nutrition and developmental needs of 1–5 year old children in care. For more information about serving sizes, refer to the fact sheet *What's in a serve?*<sup>10</sup>

### Menu planning checklist for long day care

| Main meals  | Tick if meets guideline  |                          |                          |                          |                          |                          |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <p><b>Red meat: beef, lamb, kangaroo</b><br/>Lean red meat is included on the menu at least <b>4</b> times per fortnight.</p>   | <input type="checkbox"/> |
| <p><b>Pork or poultry</b><br/>Lean pork or poultry is included on the menu at least <b>2</b> times per fortnight.</p>   | <input type="checkbox"/> |
| <p><b>Fish</b><br/>Fish is included on the menu <b>1–2</b> times per fortnight.</p>   | <input type="checkbox"/> |
| <p><b>Vegetarian</b><br/>Vegetarian meals are included on the menu at least once per fortnight for variety.</p>   | <input type="checkbox"/> |
| Lean meats and poultry, fish, eggs, tofu, nuts and seeds and legumes/beans  | Tick if meets guideline  |                          |                          |                          |                          |                          |
| <p>The menu includes <b>1</b> children's serve of meat/meat alternatives per child per day.<br/><i>One children's serve</i><sup>11</sup> = 50g raw red meat, pork, poultry; 60g raw/50g canned fish; 35g dry/85g canned legumes; 1 egg; 85g tofu.</p>   |                          | Mon                      | Tues                     | Wed                      | Thurs                    | Fri                      |
|   | Week 1                   | <input type="checkbox"/> |
|   | Week 2                   | <input type="checkbox"/> |
| <p>Lean ham or bacon <u>may</u> be included on the menu once or twice per week (either once as a major ingredient and once as a minor ingredient, or twice as a minor ingredient).<br/>No other processed meats such as sausages, sausage mince, frankfurts, hot dogs, cabana, salami, Strasburg, Devon, middle bacon and some commercial chicken and fish products are included on the menu.</p> | <input type="checkbox"/> |

<sup>10</sup>*What's in a serve?*, Healthy Eating Advisory Service, Department of Health and Human Services, State Government of Victoria, 2012, [www.heas.healthytogether.vic.gov.au](http://www.heas.healthytogether.vic.gov.au)

<sup>11</sup>One children's serve of lean meat, poultry, fish or alternatives is equal to half a serve in the *Australian Dietary Guidelines*.

## Menu planning checklist for long day care

| Vegetarian meals   | Tick if meets guideline                |                          |                          |                          |                          |
|--|--|--------------------------|--------------------------|--------------------------|--------------------------|
| <p><b>Vegetarian meals include:</b></p> <ul style="list-style-type: none"> <li>a food containing protein such as eggs, legumes (e.g. chickpeas), milk, yoghurt, cheese, soy products (e.g. tofu) or nuts (if centre policy allows)</li> </ul> <p>AND</p> <ul style="list-style-type: none"> <li>a food containing iron (if not already included) such as spinach, legumes (e.g. chickpeas), baked beans, peas, tofu, eggs and broccoli</li> </ul> <p>AND</p> <ul style="list-style-type: none"> <li>a fruit or vegetable high in vitamin C (e.g. capsicum, broccoli, kiwifruit, Brussels sprouts, paw paw, cauliflower, orange, mandarin, berries, cabbage, cantaloupe, frozen mixed vegetables, broad beans, spinach, sweet potato, potato, pineapple, cherries, raw tomato, zucchini, peas, green beans).</li> </ul> | Protein food                           | Iron food                | Vitamin C food           |                          |                          |
| Vegetarian meal #1   | <input type="checkbox"/>               | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |
| Vegetarian meal #2   | <input type="checkbox"/>               | <input type="checkbox"/> | <input type="checkbox"/> |                          |                          |
| Fruit  | Tick if meets guideline                |                          |                          |                          |                          |
| <p>The menu includes at least <b>1</b> children's serve of fruit per child per day.<br/> <i>One children's serve<sup>12</sup> = 75g fresh/canned/cooked fruit.</i><br/> <i>Fruit juice is a concentrated source of sugar and should not be offered as a drink.</i></p>   | Mon                                    | Tues                     | Wed                      | Thurs                    | Fri                      |
| Week 1   | <input type="checkbox"/>               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Week 2   | <input type="checkbox"/>               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>The menu includes a variety of fruit:</p> <ul style="list-style-type: none"> <li>At least <b>2–3</b> different types each day.</li> <li>At least <b>5</b> different types each week.</li> </ul>   | <b>2–3 types of fruit per day</b>      |                          |                          |                          |                          |
|  | Mon                                    | Tues                     | Wed                      | Thurs                    | Fri                      |
| Week 1   | <input type="checkbox"/>               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Week 2   | <input type="checkbox"/>               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|  | <b>5 types of fruit per week</b>       |                          |                          |                          |                          |
| Week 1   |  | <input type="checkbox"/> |                          |                          |                          |
| Week 2   |  | <input type="checkbox"/> |                          |                          |                          |
| Dried fruit is not offered more than once per week.  |  | <input type="checkbox"/> |                          |                          |                          |
| Vegetables and legumes/beans   | Tick if meets guideline                |                          |                          |                          |                          |
| <p>The menu includes at least <b>1–1½</b> children's serves of vegetables and legumes per child per day.<br/> <i>One children's serve<sup>13</sup> = 75g fresh/frozen/canned/cooked; 1 cup salad; 30g dry/75g canned legumes.</i></p>  | Mon                                    | Tues                     | Wed                      | Thurs                    | Fri                      |
| Week 1   | <input type="checkbox"/>               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Week 2   | <input type="checkbox"/>               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>The menu includes a variety of vegetables and legumes:</p> <ul style="list-style-type: none"> <li>At least <b>2–3</b> different types each day.</li> <li>At least <b>5</b> different types each week.</li> </ul>  | <b>2–3 types of vegetables per day</b> |                          |                          |                          |                          |
|  | Mon                                    | Tues                     | Wed                      | Thurs                    | Fri                      |
| Week 1   | <input type="checkbox"/>               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Week 2   | <input type="checkbox"/>               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|  | <b>5 types of vegetables per week</b>  |                          |                          |                          |                          |
| Week 1   |  | <input type="checkbox"/> |                          |                          |                          |
| Week 2   |  | <input type="checkbox"/> |                          |                          |                          |

<sup>12</sup> One children's serve of fruit is equal to half a serve in the *Australian Dietary Guidelines*.

<sup>13</sup> One children's serve of vegetables and legumes/beans is equal to one serve in the *Australian Dietary Guidelines*.

## Menu planning checklist for long day care

| Milk, yoghurt, cheese and/or alternatives  | Tick if meets guideline |                          |                          |                          |                          |                          |
|--|-------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <p>The menu includes at least <b>2</b> children's serves of milk, yoghurt, cheese or calcium fortified alternatives per child per day.</p> <p><i>One children's serve<sup>14</sup> = 100ml milk/soy drink; 80g yoghurt; 100ml custard; 15g hard cheese; 50g ricotta cheese.</i></p> <p><i>Full fat varieties of milk, yoghurt, cheese and alternatives should be used for children less than 2 years. Reduced-fat milk, yoghurt, cheese and alternatives are suitable for children over 2 years of age.</i></p> <p><i>Cream, sour cream and butter are not substitutes for milk, yoghurt and cheese.</i></p> <p><i>Flavoured milk is not an appropriate drink for young children and should not be included in the daily menu.</i></p>   | Mon                     | Tues                     | Wed                      | Thurs                    | Fri                      |                          |
|  | Week 1                  | <input type="checkbox"/> |
|  | Week 2                  | <input type="checkbox"/> |
| Grain (cereal) foods   | Tick if meets guideline |                          |                          |                          |                          |                          |
| <p>The menu includes at least <b>2</b> children's serves of grain (cereal) foods per child per day<sup>15</sup>.</p> <p><i>One children's serve<sup>15</sup> = 1 slice bread; ½ roll; 30g dry rice/pasta/noodles/couscous; 30g flour; 35g crispbread.</i></p>  | Mon                     | Tues                     | Wed                      | Thurs                    | Fri                      |                          |
|  | Week 1                  | <input type="checkbox"/> |
|  | Week 2                  | <input type="checkbox"/> |
| <p>High fibre varieties (e.g. wholegrain and wholemeal) are included at least <b>3</b> times per week, preferably every day.</p>   | Mon                     | Tues                     | Wed                      | Thurs                    | Fri                      |                          |
|  | Week 1                  | <input type="checkbox"/> |
|  | Week 2                  | <input type="checkbox"/> |
| Foods and drinks that should not be included in the daily menu   | Tick if meets guideline |                          |                          |                          |                          |                          |
| <p>Foods and drinks which are high in saturated fat, added sugar and/or added salt, and low in fibre with little nutritional value are not provided. Examples of these foods include:</p> <ul style="list-style-type: none"> <li>● chocolate, confectionary, jelly</li> <li>● sweet biscuits, high fat/salt savoury biscuits, chips</li> <li>● high sugar/high fat cakes and slices</li> <li>● cream, ice cream</li> <li>● deep fried foods (e.g. hot chips)</li> <li>● pastry based foods (e.g. pies, sausage rolls and pasties)</li> <li>● most fast food and takeaway foods</li> <li>● some processed meats (e.g. sausages, frankfurts/hot dogs, salami, strasburg, devon, some commercial chicken nuggets and fish fingers)</li> <li>● soft drinks, fruit drinks, cordial, sports drinks, sports waters, flavoured waters, flavoured mineral waters, iced teas and energy drinks.</li> </ul> |                         |                          | <input type="checkbox"/> |                          |                          |                          |
|  |                         |                          |                          |                          |                          |                          |
| Fats and oils  | Tick if meets guideline |                          |                          |                          |                          |                          |
| <p>Polyunsaturated (e.g. sunflower, safflower) and/or monounsaturated (e.g. canola, olive, peanut, sunflower, soybean, sesame) oils and spreads are used in cooking and baking.</p>  |                         |                          | <input type="checkbox"/> |                          |                          |                          |
|  |                         |                          |                          |                          |                          |                          |

<sup>14</sup> One children's serve of milk, yoghurt, cheese and/or alternatives is equal to just under half a serve in the *Australian Dietary Guidelines*.

<sup>15</sup> One children's serve of grain (cereal) foods is equal to one serve in the *Australian Dietary Guidelines*.

## Menu planning checklist for long day care

|  |  |
|--|--|
| Palm oil, butter, cream, sour cream, coconut cream, copha, ghee and lard are not used in cooking.  | <input type="checkbox"/>   |
| <b>Salt</b>  | Tick if meets guideline  |
| Salt is not added to cooking or available at the table.  | <input type="checkbox"/>   |
| <b>Breakfast</b>   | Tick if meets guideline  |
| If breakfast is provided it is based on grains (breads and cereals) as well as milk, yoghurt, cheese and alternatives.   | Grains <input type="checkbox"/><br>Milk, yoghurt, cheese/alternatives <input type="checkbox"/> |
| At least one wholemeal or wholegrain choice is provided every day.   | <input type="checkbox"/>   |
| Breakfast cereals are low in added sugars.<br><i>(less than 15g of sugar per 100g if dried fruit is not an ingredient, or less than 25g per 100g if dried fruit is an ingredient).</i>   | <input type="checkbox"/>   |
| <b>Morning and afternoon tea</b>   | Tick if meets guideline  |
| Morning and afternoon tea are planned and documented on the menu.  | <input type="checkbox"/>   |
| Morning tea and afternoon tea are based on foods and drinks from the five food groups.   | <input type="checkbox"/>   |
| Baked items are not provided every day.<br><i>Baked items must be low in added sugars and preferably include some fruit and/or vegetables and wholemeal flour.</i>   | <input type="checkbox"/>   |
| <b>Late snack</b>  | Tick if meets guideline  |
| An extra snack is provided for children attending 8 or more hours of care and is documented on the menu.   | <input type="checkbox"/>   |
| Late snack is based on foods and drinks from the five food groups.   | <input type="checkbox"/>   |
| <b>Drinks</b>  | Tick if meets guideline  |
| Water is offered at all meals and is available freely throughout the day.  | <input type="checkbox"/>   |
| Soft drinks, fruit drinks, cordial, sports drinks, sports waters, flavoured waters, flavoured mineral waters, iced teas and energy drinks are not included on the menu.<br><i>Flavoured milk and fruit juice are not appropriate drinks for young children and should not be included in the daily menu.</i> | <input type="checkbox"/>   |
| <b>Feeding infants under 12 months of age</b>  | Tick if meets guideline  |
| Breast milk, infant formula and cooled boiled tap water are the only drinks provided to infants under 12 months of age.  | <input type="checkbox"/>   |
| From around 6 months, age-appropriate solid foods are offered.   | <input type="checkbox"/>   |
| Solid foods are an appropriate texture for infants' developmental stages.  | <input type="checkbox"/>   |

## Menu planning checklist for long day care

|  |                                |
|--|--------------------------------|
| Iron rich nutritious foods are offered every day.  | <input type="checkbox"/>       |
| <b>Food and drinks for children with allergies</b>   | <b>Tick if meets guideline</b> |
| Children with allergies are provided with suitable alternatives to foods and drinks that are not tolerated.            | <input type="checkbox"/>       |
| Foods and drinks for children with allergies are documented on the menu.   | <input type="checkbox"/>       |
| <b>Food variety</b>  | <b>Tick if meets guideline</b> |
| The menu includes a variety of meals from different cultures.  | <input type="checkbox"/>       |
| The menu includes a variety of tastes, colours, textures (e.g. crunchy, soft, etc) and flavours.                       | <input type="checkbox"/>       |
| Main meals are not repeated in a two-week menu cycle.  | <input type="checkbox"/>       |
| The main ingredient in a meal is not repeated on the same day each week (e.g. fish is not provided every Friday only). | <input type="checkbox"/>       |

To receive this document in an accessible format phone 1300 22 52 88 or email [heas@nutritionaustralia.org](mailto:heas@nutritionaustralia.org)

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