

# Menu planning checklist for family day care

## Full day menu

### About the Menu planning checklist for family day care

The Menu planning checklist for family day care outlines the amounts and types of foods required to meet the nutrition needs of children aged 1 – 5 years in family day care.

These checklists will help you provide healthy foods in line with the [Australian Dietary Guidelines](#) and the [Australian Guide to Healthy Eating](#) and is also consistent with the recommendations in the [Australian Government's Get Up & Grow: Healthy Eating and Physical Activity for Early Childhood](#).

Providing a menu that meets the Menu planning checklist for family day care will also help your service to:

- Meet the [Quality Area 2 of the National Quality Standard](#) and the [Education and Care Services National Law and Regulations](#).
- Achieve the [Achievement Program's Healthy Eating and Oral Health](#) benchmark and/or the [Smiles 4 Miles award](#).
- Support children's growth and development, mental wellbeing, and oral health. Children will learn better and be more alert when they eat well.
- Reduce children's risk of developing nutrition-related chronic conditions later in life.
- Engage and support families to also provide and promote healthy eating at home.

### Summary

In general,

- The menu should be based on the five 'core' food groups (as recommended by the Australian Dietary Guidelines and the Australian Guide to Healthy Eating):
  - Fruit
  - Vegetables
  - Grain (cereal) foods
  - Milk, yoghurt, cheese and/or alternatives
  - Lean meats and poultry, fish, eggs, tofu, nuts and seeds and legumes/beans
- Sources of added fat, sugar and salt should be limited.
- Water should be the main drink provided.

## Use this checklist to plan or review a full day’s menu which includes breakfast, morning tea, lunch, afternoon tea and dinner.

If you require information about appropriate serving sizes for children, refer to the fact sheet [Getting started with the Menu planning guidelines for long day care](#).

| Lean meats and poultry, fish, eggs, tofu, nuts and seeds and legumes/beans  | Tick if meets guideline |                          |                          |                          |                          |                          |
|---|-------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <p>Meat/alternatives are provided twice each day (e.g. lunch and dinner).</p> <p>Include a variety of options such as red meat, pork, poultry, fish (fresh or canned), eggs, tofu and legumes/beans.</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>Lean ham or bacon <u>may</u> be included on the menu once or twice per week.</p> <p>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"/> |                          | <input type="checkbox"/> |                          |                          |

| Vegetarian meals  | Tick if meets guideline  |                          |                          |
|---|--------------------------|--------------------------|--------------------------|
| <p>Vegetarian meals include:</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           |
|   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Sandwich days   | Tick if meets guideline   |                          |              |           |                          |                          |                          |  |  |
|---|---|--------------------------|--------------|-----------|--------------------------|--------------------------|--------------------------|--|--|
| <p>When sandwiches are served as a main meal, they include:</p> <ul style="list-style-type: none"> <li>bread (e.g. wholemeal sliced bread or flat bread)</li> </ul> <p>AND</p> <ul style="list-style-type: none"> <li>a food containing protein such as eggs, chicken, tuna, cheese, hummus, baked beans or cold roast meat</li> </ul> <p>AND</p> <ul style="list-style-type: none"> <li>a vegetable (e.g. lettuce, tomato, grated carrot, avocado, cucumber).</li> </ul> | <table border="1"> <thead> <tr> <th data-bbox="852 318 1074 405">Bread</th> <th data-bbox="1078 318 1300 405">Protein food</th> <th data-bbox="1305 318 1522 405">Vegetable</th> </tr> </thead> <tbody> <tr> <td data-bbox="852 412 1074 512" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="1078 412 1300 512" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="1305 412 1522 512" style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table> | Bread                    | Protein food | Vegetable | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |  |
| Bread   | Protein food  | Vegetable                |              |           |                          |                          |                          |  |  |
| <input type="checkbox"/>  | <input type="checkbox"/>  | <input type="checkbox"/> |              |           |                          |                          |                          |  |  |
| <p>If sandwiches are provided for the main meal on multiple days per week, the source of protein is varied.</p>   | <input type="checkbox"/>  |                          |              |           |                          |                          |                          |  |  |

| Fruit   | Tick if meets guideline           |                          |                          |                          |                          |   |        |                          |      |     |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
|---|-----------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---|--------|--------------------------|------|-----|-------|-----|--------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <p>Fruit is provided twice each day.<br/>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> |                          |                          |                          |                          | <table border="1"> <thead> <tr> <th data-bbox="852 1276 978 1373"></th> <th data-bbox="983 1276 1083 1373">Mon</th> <th data-bbox="1088 1276 1189 1373">Tues</th> <th data-bbox="1193 1276 1294 1373">Wed</th> <th data-bbox="1299 1276 1399 1373">Thurs</th> <th data-bbox="1404 1276 1505 1373">Fri</th> </tr> </thead> <tbody> <tr> <td data-bbox="852 1276 978 1373">Week 1</td> <td data-bbox="983 1276 1083 1373" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="1088 1276 1189 1373" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="1193 1276 1294 1373" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="1299 1276 1399 1373" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="1404 1276 1505 1373" style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="852 1379 978 1476">Week 2</td> <td data-bbox="983 1379 1083 1476" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="1088 1379 1189 1476" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="1193 1379 1294 1476" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="1299 1379 1399 1476" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="1404 1379 1505 1476" style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table> |        | 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"/> |
|   | 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>  |                          |                          |                          |                          | <table border="1"> <tbody> <tr> <td data-bbox="852 1724 997 1821">Week 1</td> <td colspan="5" data-bbox="1002 1724 1522 1821" style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="852 1827 997 1924">Week 2</td> <td colspan="5" data-bbox="1002 1827 1522 1924" style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>  | Week 1 | <input type="checkbox"/> |      |     |       |     | Week 2 | <input type="checkbox"/> |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
| Week 1  | <input type="checkbox"/>          |                          |                          |                          |                          |   |        |                          |      |     |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
| Week 2  | <input type="checkbox"/>          |                          |                          |                          |                          |   |        |                          |      |     |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
| <p>Dried fruit is not offered more than once per week.</p>  | <input type="checkbox"/>          |                          |                          |                          |                          |   |        |                          |      |     |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |

## Vegetables and legumes/beans

## Tick if meets guideline

Vegetables and/or legumes/beans are provided 2-3 times each day

The menu includes a variety of vegetables and legumes/beans:

- at least 2-3 different types each day
- at least 5 different types each week.

### 2-3 types of vegetables per day

|        | 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"/> |

### 5 types of vegetables per week

|        |                          |  |  |  |  |
|--------|--------------------------|--|--|--|--|
| Week 1 | <input type="checkbox"/> |  |  |  |  |
| Week 2 | <input type="checkbox"/> |  |  |  |  |

## Milk, yoghurt, cheese and/or alternatives

## Tick if meets guideline

Milk, yoghurt, cheese and/or alternatives are provided **3** times per day.

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

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

### Mon Tues Wed Thurs Fri

|        | 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"/> |

## Grain (cereal) foods

## Tick if meets guideline

Grain (cereal) foods are provided 4 times per day.

### 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"/> |

| Grain (cereal) foods   | Tick if meets guideline |                          |                          |                          |                          |                          |
|--|-------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| High fibre varieties (e.g. wholegrain and wholemeal) are included 1-2 times per day. | 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"/> |

| Fats and oils  | Tick if meets guideline |                          |  |  |  |
|--|-------------------------|--------------------------|--|--|--|
| Polyunsaturated and/or monounsaturated oils and spreads are used in cooking and baking.<br>Examples include: sunflower, safflower, canola, olive, peanut, sunflower, soybean and sesame oil. |                         | <input type="checkbox"/> |  |  |  |
| Butter, cream, sour cream, coconut cream, copha, palm oil, ghee and lard are not used in cooking or on the menu.   |                         | <input type="checkbox"/> |  |  |  |

| Foods and drinks that should not be included in the daily menu  | Tick if meets guideline |                          |  |  |  |
|---|-------------------------|--------------------------|--|--|--|
| Foods and drinks which are high in saturated fat, salt and/or sugar or combination of these, with little nutritional value are not provided.<br>Examples of these foods include: <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> </ul> |                         | <input type="checkbox"/> |  |  |  |

| Foods and drinks that should not be included in the daily menu  | Tick if meets guideline |
|---|-------------------------|
| <ul style="list-style-type: none"> <li>soft drinks, fruit juice and fruit drinks, cordial, sports drinks, sports waters, flavoured waters, flavoured mineral waters, iced teas, energy drinks and flavoured milk</li> </ul> |                         |

| Salt  | Tick if meets guideline  |
|---|--------------------------|
| Salt is not added to cooking or available at the table. | <input type="checkbox"/> |

| Morning and afternoon tea  | Tick if meets guideline  |
|--|--------------------------|
| Morning and afternoon tea are planned and documented on the menu as part of the total day's food intake. | <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 included every day.  | <input type="checkbox"/> |

| Breakfast   | Tick if meets guideline  |                          |                          |                          |                          |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
|---|--|--------------------------|--------------------------|--------------------------|--------------------------|-------|-----|--------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Breakfast is based on grain (cereal) foods. Examples include bread, breakfast cereal, rice and noodles.   | <table border="1" style="width: 100%; text-align: center;"> <thead> <tr style="background-color: #1a4d4d; color: white;"> <th></th> <th>Mon</th> <th>Tues</th> <th>Wed</th> <th>Thurs</th> <th>Fri</th> </tr> </thead> <tbody> <tr> <td>Week 1</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Week 2</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table> |                          | 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"/> |
|   | 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"/> |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
| There is at least one wholemeal or wholegrain choice provided everyday at breakfast. Examples include wholemeal bread, high fibre breakfast cereal. | <table border="1" style="width: 100%; text-align: center;"> <thead> <tr style="background-color: #1a4d4d; color: white;"> <th></th> <th>Mon</th> <th>Tues</th> <th>Wed</th> <th>Thurs</th> <th>Fri</th> </tr> </thead> <tbody> <tr> <td>Week 1</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>  |                          | Mon                      | Tues                     | Wed                      | Thurs | Fri | Week 1 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |        |                          |                          |                          |                          |                          |
|   | Mon  | Tues                     | Wed                      | Thurs                    | Fri                      |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
| Week 1  | <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |

| Breakfast   | Tick if meets guideline  |                          |                          |                          |                          |                          |     |      |     |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
|---|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-----|------|-----|-------|-----|--------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|   | Week 2   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |     |      |     |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
| Breakfast cereals are 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). | <input type="checkbox"/>   |                          |                          |                          |                          |                          |     |      |     |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
| Milk, yoghurt, cheese and/or alternatives (such as soy drink) are included in breakfast each day.   | <table border="1"> <thead> <tr> <th></th> <th>Mon</th> <th>Tues</th> <th>Wed</th> <th>Thurs</th> <th>Fri</th> </tr> </thead> <tbody> <tr> <td>Week 1</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Week 2</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table> |                          |                          |                          |                          |                          | 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"/> |
|   |  | 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"/> |                          |     |      |     |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |
|   |  |                          |                          |                          |                          |                          |     |      |     |       |     |        |                          |                          |                          |                          |                          |        |                          |                          |                          |                          |                          |

| Drinks  | Tick if meets guideline  |
|---|--------------------------|
| Water is offered at all meals and is available freely throughout the day. | <input type="checkbox"/> |

| Food variety  | Tick if meets guideline  |
|---|--------------------------|
| The menu includes a variety of tastes, colours, textures (e.g. crunchy, soft, etc) and flavours.  | <input type="checkbox"/> |
| If the menu cycle is more than one week, 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"/> |

## Confirmation of completed menu assessment

This menu assessment is based on the *Menu planning checklist for family day care – full day menu* which specify the food and drink requirements necessary to meet the nutrition and developmental needs of children attending a Family Day Care service.

Having a menu that meets the *Menu planning checklist for family day care – full day menu* actively promotes healthy eating which strengthens our practice in Quality Area 2 of the National Quality Standards.

The menu (print menu name and name of service) \_\_\_\_\_  
has been assessed on (print date)     /     /     against the *Menu planning checklist for family day care – full day menu*. I/we confirm our menu meets the checklist guidelines.