



## **Food Policy**

**Last reviewed: - January 2024**

**Next review date: - January 2025**

**Appendices Included:**

Appendix 1 – Eat well Guide

Appendix 2 National Guidance

Appendix 3 – food standards poster

**Modifications 2023:**

New policy

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## 1. Rationale

- To provide an environment that promotes healthy eating and provides healthy, tasty and nutritious food and drink, enabling parents and pupils to make informed choices about the food they eat.
- The nutritional principles of this policy are based on the findings of the National Diet and Nutrition Survey of 4 to 18 year olds; the 1991 Dietary Reference Values for Food Energy and Nutrients for the UK; and the Balance of Good Health (BOGH) (Appendix 1).

### Our aims are to:

- Support ethical buying.
- Use locally grown, environmentally sustainable food wherever possible.
- Use as much fresh food as possible.
- Link our menus to seasonal produce where possible.
- Ensure all allergies and dietary requirements are catered for appropriately.
- Work with our in-house Kitchen Team and our suppliers to make as much use as appropriate of organic, natural food products and fair trade produce and to eliminate GM food and potentially harmful food additives.
- Ensure that our suppliers, local and national are committed to providing best quality and value, with the highest standards of accredited health and safety. We expect them to have procedures covering full traceability of source through the supply chain, with comprehensive food-labelling, supplying information on both allergens and nutritional data.

## 2. Our menus

- We offer a wide choice between hot and cold food, with plenty of fresh fruit and vegetables and salads.
- Weekly menus, including allergy charts, are put onto our website.
- We offer our pupils a widely varied, healthy and tasty diet. We attempt to cater for all tastes and preferences including vegetarian, vegan & gluten free.
- However, our cuisine is mainly Western European, and we do not operate either Kosher or Halal kitchens. Some items may be Halal but the kitchen is not a fully operating Halal Kitchen.
- A parent who is worried about the quality of the food is always welcome to come and sample lunch or any other meal. Please contact the school office to make the arrangements.

## 3. Special Diets

- We expect all pupils to eat school meals, and can only meet individual requirements that are based upon attested medical or religious grounds. In School, all food that contains nuts or traces of nuts is clearly labelled. The Kitchen is nut free where possible.
- Parents of children who have allergies to any food product, or who have special dietary requirements, are asked to make this clear in the medical questionnaire that they complete when their child enters the School.
- Parents should inform the School at once if their son or daughter subsequently develops an intolerance of any food.
- The Chef Manager is happy to see any parent who has concerns about their son or daughter's medical condition, and to devise a special menu, where practically possible.
- The school adheres to Natasha's Law.

## 4. Purpose

- To enable pupils to make healthy food choices through the provision of information and development of appropriate skills and attitudes.
- To provide healthy food choices throughout the school day.
- To review the formal curriculum to ensure information relating to food and nutrition in different lesson areas is consistent and up-to-date.
- To ensure the provision of drinks provided by the school catering contractor meet the relevant standards.
- To encourage pupils to eat more fresh fruit and vegetables by improving the quality of food provision.
- To ensure that all teachers with responsibility for the formal food curriculum have basic food hygiene training.
- To ensure that all catering staff are equipped with appropriate skills and knowledge to successfully implement the Government's National Criteria.
- To ensure that all staff who work with food in school have the appropriate level of food hygiene training.

## 5. Guidelines

- The school is committed to ensuring that the provision of lunches and other food and drink provided meets the school food standards ([Standards for school food in England - GOV.UK \(www.gov.uk\)](http://www.gov.uk)).
- It is understood that there is no requirement that lunches must be hot meals, however hot lunches will be provided where pre-selected by the parents to ensure that all pupils are able, to eat at least one hot meal every day.
- Water is available, freely accessible and free of charge at all times on the school premises.
- Milk is provided at lunchtimes for all children and at snack time for Nursery and Reception children.
- The in house kitchen will have regular monthly update meetings with the school to ensure the quality of the provision of fruit, vegetables and the general quality of all food items supplied is maintained.
- Either a school lunch is provided for pupils where a meal is requested and the student is eligible for free school meals, or it would not be unreasonable for lunches to be provided.
- Facilities are provided free of charge for all pupils to eat the food they bring to school and who are not taking school meals. These facilities include accommodation, furniture and supervision so that pupils can eat food they have brought from home in a safe and social environment.
- Food and nutrition is taught at an appropriate level throughout each key stage in Design and Technology, Science and PSHE. The Eat well Guide is used throughout the school (see appendix 1) as a model of understanding a balanced diet.
- Rewards - The school does not encourage the idea of food to be used as a reward for good behaviour or achievement. Other methods of positive reinforcement are used in school.
- Special dietary requirements - the school will endeavour wherever possible to accommodate pupils' specialist dietary requirements including allergies, intolerances, religious or cultural practices.
- The school expects staff to contribute to and support this food policy across the school day. Staff and visitors will be expected to model good practice behaviour around food and drink and in line with the policy, when in the company of pupils.

- Staff are welcome to purchase lunches and are encouraged to eat this with the pupils.
- Continual professional development (CPD) – all food technology teachers have CPD to ensure that they attain a recognised level 2 award in Food Safety. Please note that for some social or fundraising activities organised by the school exceptions may be made to the general guidance noted above.

## 6. Staff Training

- Require all staff who assist with food preparation to possess a basic food hygiene certificate.
- Train the Catering staff in Hazard Analysis Critical Control Points (HACCP) system of food hazard awareness and Control of Substances Harmful to Health (COSHH) procedures.
- Ensure that all catering staff have clearly allocated responsibilities, that they understand
- Train all staff in emergency procedures and shut-off of gas/electricity.
- Maintain records of training.
- Conduct annual refresher training.

## 7. Staff Uniforms and Personal Hygiene

- Ensure that all staff wear their appropriate uniforms and protective clothing at all times when they are in areas where food is prepared and served.
- Ensure compliance with the hand-washing or hand-cleansing regime at all times.

## 8. Monitoring incoming supplies

- Inspect (or ensure that an authorised member of staff inspects), temperature checks, where appropriate, and signs for all incoming supplies and stores before acceptance.
- Reject any non-compliant items.
- Arrange for the safe transit and proper storage of food supplies.
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## 9. Food Preparation, Serving and Consumption

- Inspect all areas where food is prepared, served and consumed for cleanliness and hygiene at both the start and end of every meal.
- All wrist bands (indicated menu choice selected by parents) to be checked at serving counters.
- All allergy lanyards to be issued and checked by all staff at serving, consumption and throughout the lunch process.
- Monitor the dining room, counters, trolleys/ conveyors for dirty plates, cutlery etc., together with the containers/bins for waste food throughout the service of every meal.
- Ensure that all spills are dealt with promptly and safely. If necessary, cordon off areas of the floor that have become slippery.
- Check (and record) the temperatures of the hot and chilled service counters on a daily basis and report any faults promptly to the appointed contractor or to the Works Department.

## 10. Equipment Monitoring

- Check all kitchen equipment (or ensure that a member of staff inspects) on a daily basis in order to ensure that it is functioning properly, and keeps a record.
- Take (or ensure that a member of staff takes) the temperature with a probe of all meat or fish that is

being cooked, and keeps a record of such.

## 11. Purchasing and Checking Stock

- Ensure that food supplies are purchased only from a reliable and authorised source.
- Check that all supplies used are in date and undamaged.
- Check that stock is properly stored as soon as it arrives.

## 12. Professional Assistance

- Arrange a professional deep cleaning of all equipment, high level cleaning of all cooking, food preparation and storage surfaces, areas at least once per year.
- Ensure that an appropriate pest control regime is in place.

## 13. Equipment Failure

Report all equipment failure to the appointed contractor or to the Works Department. As soon as it is discovered.

## 14. First Aid

Ensure that the kitchen First Aid box is kept fully stocked in accordance with professional recommendations.

## 15. Signage

Display the appropriate Allergy, First Aid, COSHH and Emergency notices.

## 16. Waste Disposal

Arrange the hygienic disposal of waste in accordance with recommended practice.

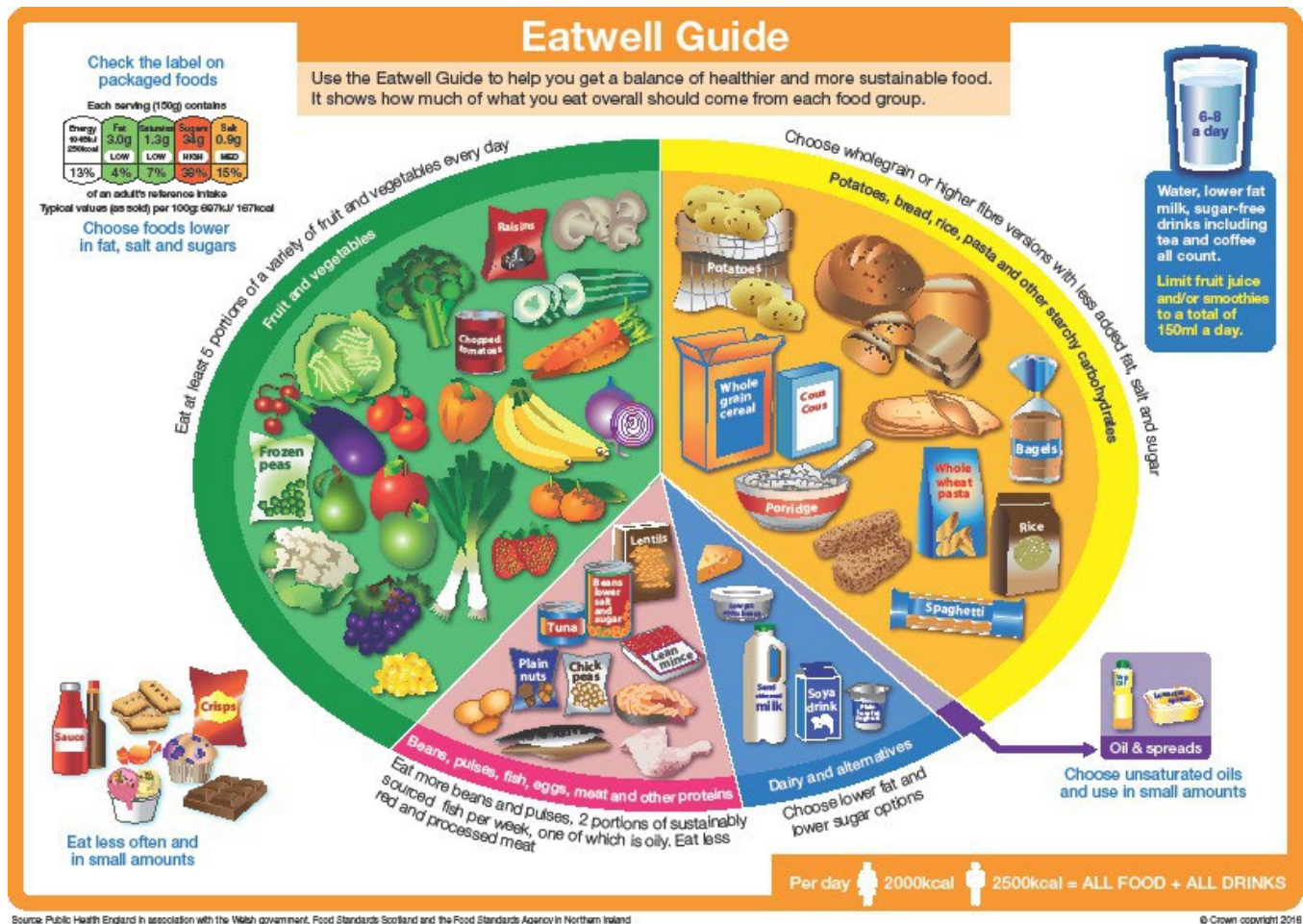
Manage a recycling regime for: paper, card, clean glass and clean tins in accordance with the School's recycling policy.

## 17. Exemptions to the School Food Regulations

The School Food Regulations do not apply to food provided:

- at parties or celebrations to mark religious or cultural occasions
- at fundraising events
- for use in teaching food preparation and cookery skills, including where the food prepared is served to pupils as part of a school lunch
- on an occasional basis by parents or pupils

## Appendix 1 – Eat well Guide



## Appendix 2 National Guidance

Pupils have the confidence, skills and understanding to make healthy food choices. Healthy and nutritious food and drink is available across the school day.

A Healthy School:

- Has identified a member of the SLT to oversee all aspects of food in school.
- Ensures provision of training in practical food education, including diet, nutrition, food safety and hygiene for staff.
- Has a whole school food policy – developed through wide consultation, implemented, monitored and evaluated for impact.

- Involves pupils and parents in guiding food policy and practice within the school, and enables them to contribute to healthy eating and acts on their feedback.
- Has a welcoming eating environment that encourages the positive social interaction of pupils.
- Ensures healthier food and drink options are available and promoted at break, lunchtimes and in breakfast clubs as outlined by Food in Schools guidance ([Standards for school food in England - GOV.UK \(www.gov.uk\)](#)).
- Has meals, and facilities that are nutritious and healthy ([Standards for school food in England - GOV.UK \(www.gov.uk\)](#)) and meet or exceed National Standards and is working towards the latest DfES guidance on improving school meals service, monitors pupils' menus and food choices to inform policy development and provision.
- Ensures that pupils have opportunities to learn about different types of food in the context of a balanced diet and how to plan, budget, prepare and cook meals. Understanding the need to avoid the consumption of foods high in salt, sugar and fat and increase the consumption of fruit and vegetables.
- Has easy access to free, clean and palatable drinking water.
- Consults pupils about food choices throughout the school day using the School Leadership Council.



## Appendix 3 – food standards poster

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/945863/School\\_Food\\_Standards-poster.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/945863/School_Food_Standards-poster.pdf)

# The School Food Standards

*Having a school lunch is a pleasurable experience that gives young people good food and gives staff joy.*

*These school food standards are intended to help children develop healthy eating habits and ensure that they get the energy and nutrients they need across the whole school day. It is just as important to eat food that looks good and tastes delicious, to help to children adopt what is on offer and encourage others to enjoy eating, and to ensure the food is a pleasant environment when they are sat with their friends.*

*In a general principle, it is important to provide a wide range of food across the week. There is no restriction on different types of vegetables, grains, pulses or types of meat and fish. Children like to keep the choices behind their food. It is fresh, sustainable and locally sourced ingredients that sit well from the school vegetable garden, and tell us about what they are eating. See the website for more information on how to find examples of what other schools are doing to encourage children to eat well.*

*Having food at the end of the term, during holiday weekends, will help reduce only processed fat and sugar, and increase fruit, vegetable and fibre content.*

*\* This threshold applies across the whole school day, including breakfast, morning breaks, midday breaks and after school clubs.*

### Fruit and vegetables

- One or more portions of vegetables or salad as an accompaniment every day
- One or more portions of fruit every day
- A dessert consisting of at least 50% fruit from one or more sources each week
- At least three different fruits and three different vegetables each week

### Milk and dairy

- A portion of food from this group every day
- Lower fat milk and lactose intolerant milk must be available for drinking at least once a day during school hours

### Starchy food

- One or more wholegrain varieties of starchy food each week
- One or more portions of food from this group every day
- Three or more different starchy foods each week
- Starchy food cooked in fat or oil no more than two days each week\*
- Bread – with or without fat or oil – must be available every day

### Meat, fish, eggs, beans and other non dairy sources of protein

- A portion of food from this group every day
- A portion of meat or poultry or three or more fish each week
- 100g fish once or more every three weeks
- Six vegetables, a portion of non-dairy protein or three or more fish each week
- A meat or poultry product, manufactured or home-made, and meeting the legal requirements, no more than once each week in primary schools, and twice each week in secondary schools\*

### Foods high in fat, sugar and salt

- No more than two portions of food that has been deep-fried, battered, fried, or fried in lard/vegetable oil each week\*
- No more than two portions of food which include pastry each week\*
- No crisps, sugar sweet, soups, vegetables and fruit with no added salt, sugar or fat\*
- Biscuits, crackers or biscuits can be served at lunch with fruit or vegetables or dairy food
- No confectionery other than up to three small portions\*
- Biscuits, cakes and desserts are offered only at lunchtimes. They must not contain any confectionery
- Salt must not be available to add to food other than in a bread toaster\*
- No confectionery must be limited to no more than two portions of no more than 10g or one teaspoon\*

### Healthier drinks\*

- Every child drinking water at all times
- The only drinks permitted are:
  - Plain water (with or without salt)
  - Lower fat milk or lactose intolerant milk
  - Fruit or vegetable juice (max 100ml)
  - Plain (non-sterile) water (sterilised with chlorine, plain fermented milk (e.g. yoghurt) drinks
  - Unseasoned combinations of fruit or vegetable juice with plain water (all uncarbonated)
  - Combinations of fruit juice and lower fat milk or plain yoghurt, plain water, diet or non-diet (sugar-free) with calcium, vitamin and fibres for milk, flavoured lower fat milk
- Tea, coffee, hot chocolate
- Confectionery drinks are limited to a portion size of 100ml. They may contain added vitamins or minerals, but no more than 2% added sugar or honey or 100ml fruit juice. Fruit juice combinations drinks must be at least 65% fruit juice

### Food provided outside lunch

- Fruit and/or vegetables available in all school food outlets
- No crisps, crackers and biscuits
- No cakes, biscuits, pastries or desserts (except yoghurt or fruit-based desserts, consisting of at least 50% fruit)