



Food Policy

Issue Date	30 th June 2023
-------------------	----------------------------

Reviewed and approved by Governors	
Name	Tanya Hampton
Signed	
Date	6 th July 2023

Review Date	July 2026
------------------------	-----------

Roman Way Primary School

Aim

- To support families in providing a healthy, balanced and affordable lunch
- To teach children healthy eating and responsibility
- To provide a safe environment for children, staff and visitors with allergies
- To oversee the school catering and provide information to families

Rationale

As a school, we pride ourselves in providing the best education to your children, within available resources, whilst attending our school. We have extended this ethos to promoting healthy eating patterns to our children at school, by taking a more pro-active approach to improving the health and wellbeing of children, while attending school.

As part of the curriculum and to improve the well-being of our children, we have incorporated:

- Healthy eating days
- Provision of water containers for children
- Achieved accreditation as a Healthy School
- Curriculum content around food groups and balanced diet
- Monitoring lunchboxes and support parents

In March 2017 this policy was introduced - the policy was agreed by Governors and a consultation with parents took place. Following feedback from families, this policy has been significantly revised by staff and governors. This policy covers the following:

- School meals
- Non-school lunch packs
- Food provided at the school, other than school meals
- Healthy eating, as part of the curriculum
- Extra curriculum activities, such as cookery clubs, etc
- Special events and exceptions

Our belief is that a balanced healthy, nutritious diet is important for the development of a child's physical state, as well as for their intellectual abilities. Feeding the body with the proper nutrients helps fuel the mind to be more receptive to learning new skills, hence **Feed the Body, Fuel the Mind**.

Procedure – Lunchboxes

Nutrition

The school recognises the benefits of a well-balanced hot school meal for children, in the middle of the day, and would recommend to families that this as the best option. However, should families decide to send in a packed lunch from home, please note the following recommended guidelines set out by the British Nutrition Foundation.

A child's lunch should include only the following (see examples below):

- Starchy/carbohydrate portion
- Fruit and vegetables
- Dairy product
- Protein
- A treat (one a day)
- Fluids

	Starchy/ carbohydrate product(s)	Fruit and vegetable product(s)	Dairy product(s)	Protein product(s)	Treats (one a day)
Suggested examples	Sandwich Bap Pitta bread Crackers Pasta Rice Bread sticks Wraps Rice cakes Bagel	Fresh fruit Cooked veg Raw veg Tinned fruit/veg Mini fruit chunks Dried fruit	Yoghurt (plain and/or fruit) Hard cheese Soft cheese Cheese string Milk	Egg Meat Dried seeds Quorn Cheese Fresh fish Tinned fish Hummus	Crisps Cereal bars Flavoured (i.e. caramel) yoghurt
Accepted Product examples	Dairylea dunker Plain brioche Rice salad Sandwich fillings - jam, honey, lemon curd, biscuit spread, sandwich paste, meat, cheese	Yo-Yo (100% fruit snack) Fruit pouches Box of raisins Hartley's fruit pots No added sugar Fruit Shoots	Dairylea dunker Petit filous Babybel	Babybel Cocktail sausages Mini peperami Fridge raiders (please check for traces of nuts)	Fruit winder (fruit snack with added sugar) Mini cheddars, Wotsits, Skips, Walkers etc. Pot of custard Rice pudding Chocolate biscuit bar (Penguin, 2 finger Kit-Kat) Mini cake (flapjack, chocolate chip slice) 2-3 biscuits Jelly
Not allowed product examples	Sandwich fillings – chocolate spread	Dried fruit and nuts Chocolate covered fruit			Chocolate bars (Mars, lion bar, toffee crisp) Cake (iced cakes, anything with marzipan) Donuts Sugary drinks Milkshakes Caffeinated drinks Fizzy drinks Sweets

The food traffic light system on products is a good way to tell healthy products from others. Please try to choose items with more green labels.

Please ensure your child has a water bottle with them every day.

Children may bring a bottle of no added sugar squash or milk for lunch time.

Key Stage one children are all provided with a piece of fruit or veg for snack. For Key Stage two children, please send your child in with an additional piece of food as a snack which does not fall under the 'treat' column.

Please ensure your child does **NOT** bring in the following in their lunchbox:

- Nut products
- Sweets
- Products that 'may contain nuts'
- Chocolate spread in sandwiches (as we cannot distinguish which contain nuts)

Please see the following websites for recipe examples and the 'Eatwell Guide':



<https://www.nhs.uk/live-well/eat-well/food-guidelines-and-food-labels/the-eatwell-guide/>

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/528193/Eatwell_guide_colour.pdf

Packing of lunchboxes

- Please supply your child's lunch in a suitable, labelled box or bag
- Please include an ice-pack if necessary
- Please label any individual pots and bottles
- If possible, please leave in original packaging

Food products, prepared and stored in ambient temperatures, can after a period of between two to four hours, have increased levels of bacteria in them, which may be harmful to your child. Although the school provides ambient storage facilities, the school cannot take legal responsibility for foods prepared at home and then brought into school.

School Procedure

Children are expected to place their lunchboxes on their class lunchbox trolley which is usually kept in the corridor. A member of staff will open and check through each lunchbox to ensure that there are no products with nuts. Staff members will ensure they have washed their hands prior to beginning checks. Gloves are available if required. Staff are aware of allergies within the class and wash their hands or change gloves between handling any food to ensure there is no contamination. If possible, checks are completed through sight however, if necessary food may be handled carefully.

If unsuitable treat items are brought into school they will be removed from the lunchbox and a sticker will be placed on the item. Families will be informed at the end of the day when the product is returned.

If a non-treat item is unsuitable and removed then you will be informed via text with the opportunity to contact school regarding a replacement.

If a significant amount of food is needed to be removed then we will contact families regarding a replacement lunch. If families are unable to provide an alternative or are uncontactable then this could be provided in the form of a school dinner. This would be chargeable unless the child qualifies for free school meals.

Families who have difficulty following these guidelines are requested to contact the school for more information.

If a product is removed from a child's lunchbox, staff will endeavor to inform the child.

Procedure – School Dinners

Working with the school's caterer

The school and its caterer must meet the Requirement for School Food Regulations (16th June 2014) and non-school meal food provided in school. The school and its caterer now must offer the following food groups as part of the school meal:

Fruits and vegetables - these include fruit and vegetables in all forms (whether fresh, frozen, canned, dried or in the form of juice)

- Not less than two portions per day per child, at least one of which should be salad or vegetables, and at least one of which should be fresh fruit, fruit tinned in juice or fruit salad (fresh or tinned in juice)
- A fruit-based dessert shall be available at least twice per week in primary schools

Meat, fish and other non-dairy sources of protein – these include meat (including ham and bacon) and fish (whether fresh, frozen, canned or dried); eggs; nuts; pulses; and beans (other than green beans)

- A food from this group should be available on a daily basis
- Red meat shall be available twice per week in primary schools, and three times per week in secondary schools
- Fish shall be available once per week in primary schools and twice per week in secondary schools. Of that fish, oily fish shall be available at least once every three weeks
- For the purposes of lunches for registered pupils at primary schools, sources of protein in this group can include dairy sources of protein Manufactured meat products

Manufactured meat products may be served occasionally as part of school lunches, provided that they:

- i) meet the legal minimum meat content levels set out in the Meat Products (England) Regulations 2003. Products not specifically covered by these legal minima must meet the same minimum meat content levels prescribed for burgers
- ii) are not "economy burgers" as described in the Meat Products (England) Regulations 2003; and
- iii) contain none of the following list of offal, except that mammalian large or small intestine may be used as a sausage skin (including chipolatas, frankfurters, salami, links and similar products): Brains, lungs, rectum, stomach, feet, esophagus, spinal cord, testicles, large intestine, small intestine, spleen, udder.

Starchy foods (also see additional requirement on deep frying below) - these include all bread (e.g. chapattis), pasta, noodles, rice, potatoes, sweet potatoes, yams, millet and cornmeal

- A food from this group should be available on a daily basis
- Fat or oil shall not be used in the cooking process of starchy foods on more than three days in any week
- On every day that a fat or oil is used in the cooking process of starchy foods, a starchy food for which fat or oil is not used in the cooking process should also be available
- In addition, bread should be available on a daily basis

Deep fried products

Meals should not contain more than two deep fried products in a single week. This includes products which are deep-fried in the manufacturing process. Milk and dairy foods - includes milk, cheese, yoghurt (including frozen and drinking yoghurt), fromage frais, and custard. A food from this group should be available on a daily basis.

Drinks

The only drinks available should be:

- plain water (still or fizzy);
- milk (skimmed or semi-skimmed);
- pure fruit juices;
- yoghurt or milk drinks (with less than 5% added sugar);
- drinks made from combinations of those in bullet points 1 to 4 on this list (e.g. smoothies);
- low calorie hot chocolate;
- tea; and
- coffee NB - Artificial sweeteners could be used only in yoghurt and milk drinks; or combinations containing yoghurt or milk

Water

There should be easy access to free, fresh drinking water.

Salt and condiments

Table salt should not be made available. Condiments are available.

Confectionery and Savoury snacks

Confectionery, chocolate and chocolate-coated products (excluding cocoa powder used in chocolate cakes, or low calorie hot drinking chocolate) shall not be available throughout the lunch time. The only savoury snacks available should be cheese and crackers.

Due to preparation times, we request that families discuss food options with their children as we are unable to swap food choices on the day unless there is exceptional circumstances such as an allergy. Printed copies of the menu can be provided on request. We are also happy to support families and children struggling with food selection if needed.

All Reception and Key Stage one children are entitled to free school meals alongside children who qualify for pupil premium funding. Please contact the office if your child is in Key Stage two and are you unsure as to whether your child qualifies.

All lunches - Procedures

Eating environment

The school will provide a clean, sociable environment, indoors and out, for children to eat their lunch. In doing so, the school requests children adhere to the following rules:

- Children are required to eat all or at least try to eat most of the food provided, either by the school or in their lunch box
- All rubbish, from lunch boxes brought in from home, must be taken home at the end of the school day which enables families can see what their children have eaten
- Lunchtime supervisors will help any children who have concerns or cause concern during meal time, e.g. children who may have problems eating their lunch, spill or drop their lunch, cannot find a place to sit, do not eat their lunch or skip lunch, etc.
- If sat in the hall and a child has a problem or wishes to leave they should raise their arm and wait until a lunchtime supervisor speaks to them
- Children leave the area where they have eaten their lunch in a reasonable clean and tidy condition

The school will ensure their school representative is trained, at least, to Basic food Hygiene Standards

The school will ensure their representative will receive basic food hygiene training. Either

- Through the school meal provider, e.g. HC3S
- Local college

The school and its caterer will introduce school meal themes days/weeks, such as:

- Bringing in the harvest
- Potato day
- Bonfire night
- Chinese New Year
- International themes
- Make your own meal day with the cook
- Historical themes
- Farm day, etc
- HC3S healthy living promotions – meals turned into activities
- Taster days
- Curriculum theme days

The school will include, as it has in the past and will continue to include, work associated with healthy balanced diets in its curriculum

As part of the work that children do for sciences, and for personal, social, health and citizenship education (PSHCE), they will be taught:

- The components of a healthy diet
- The importance of healthy eating both now and in the future
- Design a menu for school/at home lunch/Breakfast/evening meal
- Cost of menus, etc
- Measuring and weighing recipe games

- Have a growing club where vegetables can be grown by the children
- Food on the plate games
- Food in history
- Extra curriculum activities, including: After school cookery clubs, Caterer's talks about the changes in school meals and nutritional standards, Breakfast clubs with cooks and/or volunteers, Healthy foods at year discos, camping in the grounds, etc

The school will enlist the help of its school caterer/dietician/healthy living co-ordinator or another professional to help promote healthy eating habits.

The school will make arrangements for monitoring and evaluating the activities to ensure these objectives are met

This policy, its procedures and activities, used to meet the school's Whole School Food Policy, will be monitored and reviewed periodically by the RHE representative, school council, SNAG and the governing body. All reports on the Whole School Food Policy and its findings will be published in the school's newsletter.

Nut-Free Addendum

The school practices a nut-free policy. This policy serves to set out all measures to reduce the risk to those children and adults who may suffer an anaphylactic reaction if exposed to nuts to which they are sensitive. The school aims to protect children who have allergies to nuts yet also help them, as they grow up, to take responsibility as to what foods they can eat and to be aware of where they may be put at risk.

Each new intake will be made aware that we do not allow nuts or nut products within our setting for snack, lunch boxes, party cake or seasonal treats.

Definition and Symptoms

Anaphylaxis (also known as anaphylactic shock) is an allergic reaction that can be severe or potentially fatal. The NHS website states that 'Anaphylaxis is the result of the immune system the body's defence system- overreacting to a trigger. Anaphylaxis usually develops suddenly and gets worse very quickly. The symptoms include feeling lightheaded or faint, breathing difficulties such as fast, shallow breathing, wheezing, a fast heartbeat, clammy skin, confusion and anxiety and collapsing or losing consciousness. There may also be other allergy symptoms, including an itchy, raised rash (hives), feeling or being sick, swelling (angioedema) or stomach pain.'

Staff

The onus falls on all staff to read and follow this policy both in school and when out on trips and outings. Staff and volunteers must ensure they do not bring in or consume nut products within school and ensure they follow good hand washing practice.

Caution must be taken at certain times of year such as Easter, Christmas and birthdays. If staff distribute confectionary, care must be taken to ensure that no nuts are included in the product. Fruit sweets such as Haribo are a better alternative. Particular products that are a cause for concern are: Celebrations, Roses, Heroes and Quality Street. If children bring in birthday sweets they must comply with this policy.

All product packaging must be checked for warnings directed at nut allergy sufferers and if the following or similar are displayed, the product must not be used in school.

- Not suitable for nut allergy sufferers
- This product contains nuts

- This product may contain traces of nuts

Parents

Must notify staff of any known or suspected allergy to nuts and provide all needed information detailed on their child's individual health care plan.

Where a child has been identified as suffering from a nut allergy relevant Epi Pen training will be provided for staff.

Parents must not bring in any food or treats (such as for birthdays) unless they have checked the ingredients carefully, likewise for snack and lunchbox choices. Homemade snack or party food contributions must have a label detailing all ingredients present and the kitchen environment where the food was prepared must be nut free. If you're unsure about a selection please speak to a member of staff before bringing the item into school.

Packaging must be checked for:

- Not suitable for nut allergy sufferers
- This product contains nuts
- This product may contain traces of nuts indicating this is unsuitable for school consumption.

Lunchbox items will be removed by staff and replaced with snack items, such as fruit or cheese and crackers, if containing nuts or nut products. Parents will be informed and an agreement reached.

Children

All children are regularly reminded about the good hygiene practice of washing hands before eating. Children are also reminded and carefully supervised to minimise the act of food sharing with their friends.

Health Plans

We have individual health care plans for children with allergies and allergy lists are displayed highlighting healthcare plan in place, triggers, medication (Medication will be stored, administered and documented in accordance with our Administering medicine policy). Staff and parents are made aware of this policy and the symptoms associated with anaphylaxis.

Special Events and Exceptions

At or around special events, children are permitted to bring in 'treats' and 'sweets' to celebrate, this may include:

- Birthdays
- Religious holidays
- Leaving/end of term
- FTA events
- Fundraising events

It is essential that these products still fit within the expectations of Roman Way being a nut-free school.