

**Preston CE VC Primary  
School**

**Whole-School Food Policy  
2021-24**

## Statement of intent

At **Preston Primary School**, we know that what pupils eat and drink at school is important. We aim to teach pupils about food and nutrition through the curriculum and reflect these principles in the school's food menu and cooking provisions.

We acknowledge the important connection between a healthy diet and a pupil's ability to learn effectively and achieve high standards in school. We also acknowledge that we can play a key role in supporting the wider community to adopt a positive attitude to a healthy lifestyle.

As part of our healthy eating and living campaign, our catering will uphold high standards of quality, nutrition and cleanliness; adhering to the food standards and legal obligations. As such, this policy has been implemented to allow us to provide food in a safe and hygienic manner.

Signed by:

*Lesley Payne*

Headteacher

Date: 19/7/2021

*Julie Bennett*

Chair of governors

Date: 19/7/2021

## 1. Legal framework

1.1. This policy has due regard to all relevant legislation including, but not limited to, the following:

- The Requirements for School Food Regulations 2014
- The Food Safety Act 1990
- The Food Safety (General Food Hygiene) Regulations 1995 (as amended)
- The School Standards and Framework Act 1998
- The Products Containing Meat etc. (England) Regulations 2014

1.2. This policy operates in conjunction with the following non-statutory guidance:

- DfE (2019) 'School food in England'
- The School Food Plan (2014) 'School Food Standards: A practical guide for schools, their cooks and caterers'

1.3. This policy operates in conjunction with the following school policies:

- Allergen and Anaphylaxis Policy
- Health and Safety Policy

## 2. Roles and responsibilities

2.1. The governing board is responsible for:

- The provision of food for the school – ensuring pupils entitled to FSM and pupils who have requested school meals receive them.
- Ensuring the agreed food provision adheres to the food standards.
- Providing hot lunches, wherever possible, to ensure that all pupils are able to eat one hot meal a day.
- Providing FSM to a pupil if the pupil and/or their parent meets the eligibility criteria.
- Ensuring that drinking water is provided free of charge, at all times.
- Ensuring that milk is offered free of charge to infants and pupils entitled to FSM.
- Ensuring a free piece of fruit or vegetable is provided outside of school lunch hours for pupils between four and six years old who are eligible through the [School Fruit and Vegetable Scheme](#).

- Receiving regular reports on compliance with the school food standards and the take-up of school lunches, as well as the financial aspects of school food provision.

2.2. The **headteacher** is responsible for:

- Creating a whole-school healthy eating strategy.
- Ensuring any external catering companies have an up-to-date food hygiene certificate and appropriately trained staff, and that meals provided meet all the relevant food standards.
- Ensuring teaching staff are aware of safe practice with regard to safe-handling, storage, preparation and sharing of food as part of curriculum provision.
- Ensuring that information regarding children's food allergies is collected, stored appropriately and accessible to those who need it.
- Ensuring that the proper permissions are obtained for any food-sharing not covered by the blanket permissions form required on entry to school.

2.3. The contracted **catering company** is responsible for:

- Providing the school with a copy of their food hygiene certificate upon request, where applicable.
- Ensuring a food hygiene record is kept, to demonstrate how the school ensures all food and its preparation methods are safe, and that this is reviewed on a regular basis.
- Checking the temperatures of food storage areas to ensure they are running at the correct temperature and documenting these in the food hygiene record.
- Ensuring effective PPE is available to staff and used whenever appropriate to do so.
- Ensuring a cleaning schedule is maintained.
- Ensuring high standards of personal hygiene is maintained at all times.
- Ensuring the food served to pupils is nutritious and provides them with a healthy balanced diet in line with the school's healthy eating strategy.

### 3. Current food-based standards for school lunches

The school is committed to providing pupils with a healthy balanced diet, in line with the School Food Plan's 'School Food Standards: A practical guide for schools, their cooks and caterers' – see Appendix A

3.1. The school will use portion sizes and food groups for school lunches, in accordance with the school food standards.

## **4. Exemptions to the school food regulations**

- 4.1. The school may choose whether or not to apply food standards to food provided:
- At parties or celebrations marking religious or cultural occasions.
  - At fundraising events.
  - As rewards for achievements, good behaviour or effort.
  - For using in teaching food preparation and cookery skills, including where the food prepared is served to pupils as part of a school lunch.
  - Where a catered lunch is part of a trip or visit.
  - When, for any reason, the nominated catering company is unable to provide a meal and an alternative must be sourced at short notice.

## **5. Catering service standards**

- 5.1. Menus will be clearly displayed and shared with parents.
- 5.2. Menus will adhere to statutory nutritional standards.
- 5.3. Menus will meet cultural, religious and special dietary needs.
- 5.4. Parents' and pupils' feedback will be encouraged and, where possible, changes made to increase their satisfaction.
- 5.5. The cleanliness of the kitchen and serving areas will be kept to the highest standards.
- 5.6. Food preparation and serving areas will be cleaned before, during and after preparation and cooking, in accordance with The Food Safety (General Food Hygiene) Regulations 1995 (as amended).
- 5.7. The kitchen staff will be suitably trained and will have an appropriate recognised qualification in food hygiene.
- 5.8. The kitchen staff will be clean and tidy in appearance and will be courteous to all pupils, staff and parents.
- 5.9. The kitchen staff will adhere to the service times, start and finish, agreed by the headteacher.
- 5.10. Service will commence on time.
- 5.11. Pupils entitled to free school meals will be treated with sensitivity.

## **6. Purchasing food**

- 6.1. The catering company ensures all food items for catering purposes are purchased from reputable suppliers to ensure compliance with government buying standards.
- 6.2. Staff who purchase food for cooking or tasting will ensure it is bought from reputable suppliers.

## **7. Food and drink safety**

- 7.1. Pupils will sit down when they are eating their lunch and will be instructed not to run when they are eating at other times, e.g. at an outdoors event.
- 7.2. Drinking water will be available from the drinking fountain. Pupils will be given opportunities to refill water bottles during the day
- 7.3. As far as possible, hot drinks will not be consumed in areas of the school in which there are children. Where this is unavoidable, hot drinks will be kept in insulated and anti-spill flasks with lids, e.g. travel mugs.
- 7.4. Electrical equipment, such as kettles, toasters, will be turned off when they are not in use.
- 7.5. Electrical equipment, such as kettles, toasters, will not be kept in classrooms, except when in use as part of a lesson.
- 7.6. Pupils will not have access to the kitchen without supervision from a member of staff.
- 7.7. If pupils are in a food technology lesson (or similar), they will be supervised by a member of staff and the staff member will demonstrate how to use the equipment.
- 7.8. Appropriate PPE will be available for pupils who are handling hot food, drinks or equipment, e.g. oven gloves.
- 7.9. First aid kits are available in the school (See First Aid Policy) and staff have first aid training.
- 7.10. Separate risk assessments will be prepared for food preparation and tasting activities when these fall outside of routine practice.

## **8. Lunches provided by parents**

- 10.1 Parents may choose to provide lunch for their own child.
- 10.2 Parents are asked to provide lunches that conform to our health and safety principles. They should not send:
  - Thermos flasks with hot liquid, as this would pose a threat of scalding.
  - Glass bottles or containers

- **NUTS** – as these pose a risk to those with severe allergies

10.3 Parents are asked to provide a lunch in keeping with our healthy eating principles.

Lunches should not contain:

- Fizzy drinks
- Confectionery items e.g. sweets; chocolate bars
- **NUTS** (see above)

*Children may be directed not to consume these items and/or these items may be confiscated and returned at the end of the day.*

Every day, lunches should contain a healthy balance of:

- Starchy food – e.g. any type of bread; pasta; couscous; rice; cereal
- Fruit and/or vegetable
- Protein – e.g. meat; fish; eggs; beans and pulses
- Dairy – cheese; yoghurt; fromage frais; custard

Lunches may contain:

- A piece of cake or a biscuit – we encourage parents to avoid chocolate coated biscuits and to limit the portion size of cut cake.
- Savoury crackers or crisps – we encourage parents to select baked products rather than fried products, and those products that are lower in salt.

*These additional items should be provided occasionally, and as an accompaniment to the main lunch, in proportion with other foods provided.*

10.4 Lunchtime staff will monitor the content of lunchboxes, observing in general, rather than conducting checks.

10.5 When items are confiscated or children are directed not to consume them, this will be handled in a sensitive manner, with the understanding that, in many cases, it will be the parent rather than the child who has included the item in the lunchbox.

10.6 When the contents of the lunchbox repeatedly contain an unhealthy balance of food items, the lunchtime staff will report this to the school leadership team and contact will be made with parents.

## Snacks

- 8.1. Children in Year R, 1 and 2 will be offered a piece of fruit and vegetable each day.
- 8.2. Children in KS2 may bring a healthy snack each day. On Monday – Thursday, this should be a piece of fresh fruit or vegetable, or a portion of dried fruit.

On Friday, snacks should be:

Nut-free; low in added sugar; low in salt

This could include: any fresh fruit or vegetable; dried fruit; breadsticks; hummus dip; unsweetened bread; oatcakes and cheese; plain rice cakes; malt loaf; plain popcorn; an alternative snack provided by parents that is nut-free and low in added sugar and salt.

## **9. Birthday Treats**

12.1 Birthday treats should not be brought into school to share with class-mates, due to the risks posed to those with allergies and food intolerances.

## **10. Healthy eating and drinking**

- 10.1. The school will encourage pupils to adopt healthy lifestyles through eating a nutritional diet.
- 10.2. Messages about a healthy diet will be part of wider work around healthy lifestyles, including learning about the benefits of regular exercise, rest and relaxation. This will be provided during assemblies, PE lessons and PSHE/RSHE lessons.
- 10.3. Children will be taught about the need for hydration.
- 10.4. Fresh water is available throughout the day and children should bring a water bottle to school each day.
- 10.5. The school will adopt a healthy eating strategy and embed its principles throughout the curriculum.

## **11. Monitoring and Review**

- 11.1. This policy will be reviewed every three years by the headteacher and governing board, or in light of any issues raised, or changes to relevant legislation.
- 11.2. The next scheduled review date for this policy is Spring term 2024.
- 11.3. Any changes made to this policy will be communicated to catering providers, kitchen staff, parents and other stakeholders, where necessary.

## **APPENDIX A**

### School Food Standards

#### **Starchy foods:**

- One or more portions of bread, pasta, noodles, rice, potatoes, sweet potatoes, yams, millet or cornmeal will be provided every day.
- Three or more different portions of bread, pasta, noodles, rice, potatoes, sweet potatoes, yams, millet or cornmeal will be provided each week – one or more of these will be wholegrain.
- A type of bread with no added fat or oil will be available every day.
- Starchy food cooked in fat or oil will only be provided twice a week maximum across a school day.

#### **Fruit and vegetables:**

- One or more portions of vegetables (all types) will be available every day.
- Three or more different types of vegetables will be provided each week.
- One or more portions of fruit (all types) will be available every day.
- Three or more different types of fruit will be provided each week.
- A fruit-based dessert with a content of at least 50 percent fruit, measured by the volume of raw ingredients, will be provided two or more times each week.

#### **Meat, fish, eggs and other non-dairy sources of protein:**

- A portion of meat, fish, eggs, nuts, pulses and beans (not including green beans), or other non-dairy sources of protein, will be provided every day.
- A portion of meat or poultry will be provided on three or more days every week.
- Oily fish will be provided once or more every three weeks.
- A portion of non-dairy sources of protein will be provided on three or more days every week.
- A meat or poultry product, e.g. chicken nuggets, will be served no more than once a week.
- No meat will be provided if it contains any carcass parts, in accordance with The Products Containing Meat etc. (England) Regulations 2014.
- No economy burgers will be provided, as defined in The Products Containing Meat etc. (England) Regulations 2014.

### **Milk and dairy:**

- A portion of cheese, yoghurt, fromage frais or custard will be provided every day.
- Lower fat milk will be available for drinking at least once a day.

### **Food high in fat, sugar and salt:**

- Savoury crackers or breadsticks which are served with fruit and vegetables or milk and dairy may be provided as part of school lunches.
- The school will not provide sachets of salt to be added to meals on top of the salts already included within cooking.
- Condiments will be limited to 10-gram sachets – pupils will be limited to one sachet per type of sauce.
- Confectionary of any kind will not be served, even as part of a dessert.
- Desserts will be limited to tray-baked cakes or biscuits and will only be served as part of a lunch meal.
- No more than two portions of pastries, deep fried, bread-crumbed or battered food will be served a week.

### **Healthier drink options:**

- Drink options the school may offer are:
  - Still water.
  - Lower-fat or lactose-reduced milk.
  - Fruit or vegetable juice (no more than 150ml).
  - Soya, rice, yoghurt or oat milk.

**NB.** Whole milk may be provided for pupils up to the end of the school year in which they reach five-years-old.

### **Starchy food:**

<b>Food type</b>	<b>Raw, dried or cooked</b>	<b>Primary-aged pupils (aged 4-10)</b>
Bread	N/A	(50-70g) <ul style="list-style-type: none"><li>• 1-2 slices of medium bread</li><li>• 1 small roll</li><li>• 1 small or ½ large bagel</li></ul>

		<ul style="list-style-type: none"> <li>• 1 small pitta</li> <li>• 2 6-inch wraps</li> <li>• 1 10-inch wrap</li> </ul>
Potatoes or sweet potatoes	Raw	120-170g
Jacket and baked potatoes	Raw	200-280g
Other starchy root vegetables, e.g. yam and plantain	Raw	100-150g
Pasta and noodles	Dried	45-65g
Rice	Dried	33-55g
Other grains, e.g. cornmeal and couscous	Dried	40-60g
Potatoes cooked in oil or fat	Raw	70-100g
Garlic bread	N/A	20g (1 slice)

**Fruit and vegetables:**

Food type	Raw, dried or cooked	Primary-aged pupils (aged 4-10)
Vegetables or mixed salad	Raw	40-60g
Vegetables including peas, green beans, sweetcorn, carrots, mixed vegetables, cauliflower, broccoli, swede, turnip, leek, Brussels sprouts, cabbage, spinach and spring greens	Cooked	40-60g (1-2 tablespoons)
Pulses, including lentils, kidney beans, chickpeas	Dried	15-20g
	Cooked	40-60g (1-2 tablespoons)
Baked beans in tomato sauce	Cooked	50-70g (1-2 tablespoons)
Vegetable-based soup	Cooked	200-250g
Large-size fruit, e.g. apples, pears, bananas, peaches	Raw	75-100g (1 small sized fruit with skin)
Medium-size fruit, e.g. satsumas, plums, apricots, tangerines, kiwis	Raw	50-100g (1 fruit with skin)
Small fruit, e.g. strawberries, raspberries, grapes	Raw	40-60g (10-15 fruits)
Dried fruit, e.g. raisins, sultanas, apricots	Dried	15-30g (½-1 tablespoon)

Fruit salad, fruit tinned in juice and stewed fruit	Raw/cooked	65-100g (2-3 tablespoons)
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**Meat, fish, eggs, beans and other non-dairy sources of protein:**

Food type	Raw, dried or cooked	Primary-aged pupils (aged 4-10)
Roast red meat including beef, lamb, pork, veal, venison and goat	Raw	50-80g
Roast poultry including chicken, turkey, duck and other dishes made from these products	Raw	60-85g
Roast meat or poultry in dishes, e.g. casseroles and pies	Raw	50-75g
Meat-based soup	Cooked	200-250g
White fish, e.g. pollock, haddock and cod, which is cooked alone or in a dish	Raw	60-90g
Oily fish, e.g. salmon, sardines and mackerel	Raw	55-80g
Fish or shellfish, e.g. tuna, salmon, mackerel and prawns, which is served in a salad, baked potato or sandwich	Cooked	50-70g
Breaded or battered fish, e.g. fish fingers, fish cakes	Cooked	55-80g
Egg served in a salad, baked potato or sandwich	Cooked	1 egg
Meat alternatives made from soya beans, e.g. tofu	Cooked	50-70g
Pulses, e.g. beans, chickpeas, lentils	Raw	20-25g
	Cooked	50-60g (1-2 heaped tablespoons)
Vegetarian sausages, burgers and nut cutlets	Raw/cooked	50-70g
Sausages made from beef, lamb or pork	Raw	50-75g (1 sausage)
Burgers	Raw	55-80g
Scotch pies, bridies, sausage rolls, etc.	Cooked	80g

Breaded or battered shaped chicken and turkey products, e.g. nuggets	Cooked	50-70g
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**Milk and dairy:**

Food type	Primary-aged pupils (aged 4-10)
Lower-fat drinking milk	150-200mls
Milk puddings and whips made with milk	100-120g
Custard made with milk	80-100g
Yoghurts	80-120g
Cheese	20-30g

**Foods high in fat, sugar and salt:**

Food type	Primary-aged pupils (aged 4-10)
Fruit pies, sponge puddings or crumbles	80-100g
Fruit jelly (portion size excludes fruit)	80-100g
Cakes, tray bakes, muffins, scones, doughnuts	40-50g
Biscuits and flapjack	25-30g
Ice cream	60-80g
Pizza base	50-70g
Gravy	20-30g (1 tablespoon)
Savoury crackers, bread sticks	10-15g (1-2 crackers)
Condiments	No more than 10g

**Healthier drinks:**

Drink type	Primary-aged pupils (aged 4-10)
Fruit or vegetable juice	150mls
Drinking milk	150-200mls
Combination drinks, e.g. fruit juice, flavoured milk	330mls