

# Cottenham Primary School



## Whole School Foods Policy

Dated:	Summer 2 2020
Developed by:	Standards
First Review date	Summer 2 2022

## A NUTRITIONAL STANDARDS AND FOOD POLICY FOR COTTENHAM PRIMARY SCHOOL

**Please Note that this policy may be subject to temporary amendments as a result of restrictions imposed during the Corona Virus Pandemic**

### INTRODUCTION

At CPS we are committed to giving our pupils consistent messages about all aspects of health, including food and healthy eating patterns.

### AIMS

We aim to:

- ensure that food and drink provided by the school is healthy and responds to statutory guidance in relation to nutrition;
- meet the stipulated Requirements for School Food Regulations 2014;
- be allergy aware, and make the ingredients within dishes known to pupils and parents;
- ensure that we are giving consistent guidelines about food and health to pupils, by providing our pupils with the information they need to make healthy choices, encouraging the whole school community to improve eating habits, knowledge and skills in healthy eating, and making pupils aware of the consequences of food choices made now and in later in life;
- increase the take up of hot school meals and free school meals;
- provide clarity about school policy on food brought into school, e.g. packed lunches.

### FOOD EDUCATION

Within the school curriculum, there are a number of opportunities for pupils to develop knowledge and understanding of health, including healthy eating patterns as well as practical skills that they need to understand where food comes from, shopping, preparing and cooking food. We follow Cambridgeshire County Council's PSHE scheme for linking curriculum learning with healthy lifestyles, for example, through: Food Technology in in all year groups; Science and PSHE units including: Health and Hygiene- Year 1/2; The Human Body- Cells and Health- Year 3; Healthy Life Styles- Year 5 and through the Physical Education curriculum.

### FAMILY DINING

It is our aspiration to make dining a pleasurable, community experience for all children in our school. Children eat in mixed Year group sittings with all children taking responsibility for serving food and clearing away after it has been consumed. All children remain seated for the entirety of their sitting and are encouraged to engage in conversation with other members of the school community.

### NUTRITION IN SCHOOL

#### DRINKS

Children should bring in a bottle of drinking water every day, and children may drink water at any time, except during assembly. Water is also served with hot lunches and freely available throughout the school day at water fountains. We do not allow any fizzy drinks, energy drinks, or glass bottles in school. As detailed below in the section 'packed lunches', pupils should not bring any other drinks with a high sugar content. For further information on appropriate drinks, please refer to <https://www.nhs.uk/change4life/food-facts/healthier-snacks-for-kids/lower-sugar-drinks-for-kids-stop-tooth-decay>

All children are offered milk on a daily basis, in line with the Government's School Food Plan. This is provided through the Cool Milk Company, and is free of charge for all Under 5s and those children receiving the Pupil Premium Fund whose parents have given consent.

### SNACKS

Children in EYFS and KS1 are provided daily with a fresh fruit or vegetable snack which they can take from their classroom at breaktimes. KS2 children are encouraged to bring in a small, healthy snack (no nuts). The NHS Change 4 Life website offers a variety of other suggestions, such as a piece of fruit, plain rice cakes or homemade plain popcorn. <http://www.nhs.uk/Change4Life/Pages/healthy-snacks.aspx>; <https://www.nhs.uk/change4life/food-facts/healthier-snacks-for-kids/100-calorie-snacks>. Crisps, chocolate bars, entire packets of biscuits, and packets of sweets are not considered to be appropriate snacks.

### BIRTHDAYS

We recognise the importance of celebration on birthdays, and understand that parents often like to send in a treat to share with classmates. We would like to encourage parents to consider alternative treats to sugary items. If you would like to bring food to share, however, please give the item(s) to the teacher, in order that we can ensure due attention is paid to any allergies, food intolerances and dietary restrictions of other pupils.

### HOT LUNCHES

All our school meals are freshly prepared and cooked in our on-site kitchen by our contracted caterer, Edwards & Blake (E&B). Lunch includes a daily choice of fresh fruit and vegetables. The menu is set by E&B, who plan and organise menus which are nutritionally balanced, and which cater for a variety of dietary requirements. They have ensured their food is compliant with the new Requirements for School Food Regulations 2014 which came into force on 1st January

2015. [http://www.legislation.gov.uk/ukxi/2014/1603/pdfs/ukxi\\_20141603\\_en.pdf](http://www.legislation.gov.uk/ukxi/2014/1603/pdfs/ukxi_20141603_en.pdf)

A formal food and hygiene inspection is carried out once a year (currently we hold the maximum five stars). In addition, our caterers carry out internal inspections twice yearly.

### PACKED LUNCHES

Food-based standards will also apply to all packed lunches provided by the school caterer.

Children may also bring a packed lunch from home. Packed lunches should be healthy in content, e.g. a wholemeal sandwich, fruit, sticks of raw vegetables. Packed lunches should not regularly include too many high-fat foods, such as pastries, chocolate, biscuits, and crisps. Again, pupils should not have drinks containing high levels of sugar. Water, or a small amount of milk or fresh juice (no more than 150ml according to daily nutritional guidelines) are acceptable drinks. Again, the NHS Change 4 Life website has some lunchbox suggestions. <http://www.nhs.uk/Change4Life/Pages/healthy-lunchbox-picnic.aspx>. The school reserves the right to contact parents if we have concerns about the contents of their children's lunch boxes.

### PARTNERSHIP WITH PARENTS AND CARERS

The partnership of home and school is critical in shaping how young people behave, including where health is concerned. Parents are updated on healthy lifestyles work during school through newsletters and bulletins. Our school caterers, Edwards and Blake, regularly offer food samples for parents to try, for example during information evenings for parents/carers of new Reception pupils, parent consultation evenings, and other

school events throughout the year. Parents, grandparents and carers are also invited to take up the offer of joining their child for lunch on special themed days, such as Mothers' day and Fathers' Day.

#### PUPIL VOICE

We are committed to gathering and responding to pupil views on school lunches and aspects of the school food policy via the School Council. E.g. 2017-18 School Council members were integral to the selection process for our current caterers.

#### ALLERGIES

The school works alongside Edwards and Blake to provide meals for children with food allergies. Please see appendix 1 and 2. A wrist band system is used to identify children with allergies on entrance to the dining hall.

#### USEFUL LINKS

<http://www.nhs.uk/Change4Life/Pages/healthy-lunchbox-picnic.aspx>

<http://www.nhs.uk/Change4Life/Pages/healthy-snacks.aspx>

<https://www.nutrition.org.uk/healthyliving/healthydiet.html>

[http://www.legislation.gov.uk/uksi/2014/1603/pdfs/uksi\\_20141603\\_en.pdf](http://www.legislation.gov.uk/uksi/2014/1603/pdfs/uksi_20141603_en.pdf)

*This policy for School Foods has been drawn up by the Standards Sub-Committee and will be shared with E&B and members of staff for ongoing validation and feedback. The policy will be reviewed bi-annually to take account of new developments.*

July 2020

## Food allergies and dietary needs in school.

### Protocol for keeping children safe.

#### Responsibilities

Parents – it is a parent's responsibility to let school know about a child's allergies/dietary needs. This may be on the admission form or may have been a mid year update. It should be recorded on SIMs. It is a parent's responsibility to provide alternative snacks if they want their child to take part in sharing treats in class (eg on birthdays). They could provide a few treats in a labelled tin to be kept in school.

Staff – it is a class teacher's responsibility to find out which children in their new class have food or other allergies. Consult admission forms, previous class teacher, SIMs, ask parents at initial consultations. Let parents know about your practise regarding birthday treats. Suggest they provide a tin with special treats for their own child if they have allergies/dietary needs.

Children – very young children rely on adults to keep them safe. As they get older they can take increasing responsibility for managing risk themselves. There is no set age when a child can/should do this.

Some simple steps to reduce risk of allergen exposure at school include:

- Take care with the choice of class snacks/treats and always check ingredients
- Do not let a child with asthma, eczema or house dust mite allergy sit on dusty carpets
- Do not allow a child with hayfever to sit near an open window in the summer
- Minimise exposure to heat sources for children with eczema
- Prevent exposure to allergens when using art and craft products.(This includes glues, paints, and old food cartons that may include food allergens )
- Take care when creating nature tables, feeding the birds, setting up role play areas with animal foods or touching visiting pets

Through early PSHE work ensure children in your class know about the importance of not sharing foods and not bringing any nuts to school. Let them know that it is important to tell someone if they feel any symptoms are starting or have eaten something by mistake.

All staff are responsible for the safety of children in their care and mustn't give out food of any kind without checking ingredients from a reliable source.

(The school kitchen staff have their own measures for health and safety.)



Parent/Carer

## **Medical Diet Procedure for Education (Primary, Feeder, Diner and Through Schools)**

### **Why is this important?**

The Medical Diet Procedure ensures that pupils with special dietary requirements are able to enjoy a school lunch that is safe and appropriate for their individual needs.

### **What is a medical diet?**

A medical diet is a medically prescribed therapeutic diet as a treatment for a medical condition. Our medical diet procedure also includes special diets required for pupils with food allergies or food intolerances.

### **What is not a medical diet?**

Medical diets do not include diets required for religious, cultural or personal requirements/preferences and dietary trials or elimination diets. These diets can all be met through our standard menus.

### **What about food allergies and intolerances?**

#### Tree nuts, peanuts and sesame

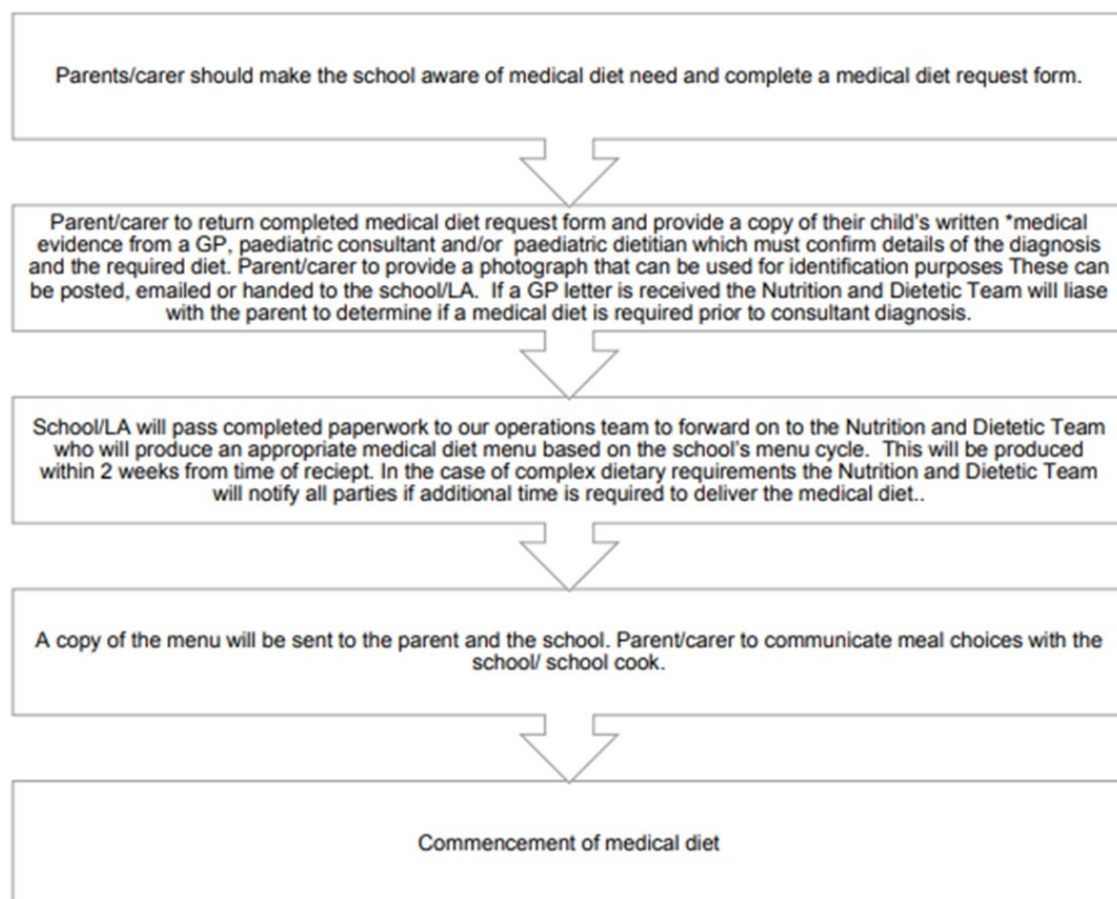
We do not knowingly handle any nut or sesame containing ingredients in our education site kitchens. Whilst all reasonable precautions are taken, some ingredients may have been produced or processed in factories where nuts or sesame may be handled. Parents/carers of children with nut and sesame allergies should follow the medical diet procedure described below so that they are made known to the school and their specific needs can be safely managed.

#### Other food allergens

Wherever possible all meals are prepared from scratch. This means that we use ingredients including: milk, eggs, soya, gluten containing cereals (wheat, rye, oats and barley) (please note that this is not an exhaustive list). Our staff are trained to follow best practice procedures to ensure that cross-contamination risks are minimised. However, parents/carers of children with food allergies should follow the medical diet procedure described below so that they are made known and their specific needs can be safely managed, and we can prepare appropriate meals.

### My child has a medical dietary requirement, what must I do?

Parents/carers of children with medical dietary requirements should follow the below process.



\*Medical evidence- should be dated within 12 months of the medical diet request.

We will hold the medical evidence and photographs for identification purposes on its records. This data is held in accordance with our data handling policy and in compliance with all legislation including the General Data Protection Regulation and will not be shared with third parties. For more information on how this data will be handled, please see our Medical Diet Privacy Notice.

**What do we need from you?**

To put the process into place as quickly as possible, we will need from you:

1. To contact the school to make them aware of your child's medical dietary requirements
2. Once received, complete, sign and return the Medical Request Form
3. Medical Evidence dated within the last 12 months from the Paediatric Consultant or Paediatric Dietitian
4. A photograph so that we can identify your child
5. Once you receive a copy of your child's medical diet menu please review this promptly and make daily meal selections for your child across the 3 weeks. Once your choices have been received, we will commence providing the menu. Please retain a copy of the menu for your records.

**Protecting your and your child's information**

We need to collect, store and process personal data about you and your child to provide your child with a medical diet. Detailed information about how and why we use this personal data is set out in our Medical Diet Parent/Carer and Child Privacy Notice.