

## Hanwell Fields Community School – Food Policy & Procedures- Sept 2015

### Introduced:

The school is dedicated to providing an environment that educates pupils around healthy eating and enables pupils to make informed choices about the food they choose eat. This will be achieved by the whole school approach to food and nutrition documented in this whole school food policy. That reflects our school' values and ethos: **Educate, Enrich and Equip**



*The policy was formulated through consultation between members of staff, governors, parents, and pupils.*

The nutritional principles of this policy are based on the School Food Trust and School Food Standards 2014.

- **Food Policy and Procedures**

This school food policy and healthy eating strategy is co-ordinated as part of a group of volunteers & supported by Wendy Craig Catering Manager and the Leadership Team of the school.

## **FOOD POLICY AIMS**

The main aims of our school food policy are:

- 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

These aims will be addressed through the following areas:

- **EQUAL OPPORTUNITIES**

In healthy eating, as in all other areas of the curriculum, we recognise the value of the individual and strive to provide equal access of opportunity for all.

- **CURRICULUM**

Food and nutrition is taught at an appropriate level throughout each key stage, through their curriculum and other areas of the school educational provision e.g. Enrichment and PSHE

This is addressed through:

Teaching methods

Effective teaching requires pupils to develop their understanding of healthy eating issues and appropriate skills and attitudes to assist them in making informed decisions. Teaching methods adopted in the classroom offer a rich variety of opportunities for participatory learning and include debating issues, group discussions and role-play. These decisions are made at teachers planning.

*Examples of curriculum areas that focus on healthy eating and understanding:*

*Science: Primary production of food, added sugar and chemicals in the manufacturing stage etc.*

*Religious Studies: Awareness of different cultures & religious beliefs that may prohibit certain types of foods*

*Sports/PE: Awareness of correct nutrition required enhancing performance and keeping healthy*

*Cookery: Awareness of different types of foods, benefits, how to cook them, country of origin etc.*

*The above details will be directed in relation to the schools curriculum requirements*

- **Leading by example and staff training**

The teachers, catering staff and school nurses have a key role in influencing pupils' knowledge, skills and attitudes about food, so it is important that they are familiar with healthy eating guidelines. To facilitate this the school food trust and food standards for schools will be shared with all staff to raise their awareness of expectations.

All staff should lead by example and be aware that children within the school environment may observe their food choices during school hours.

- **Visitors in the classroom**

This school values the contribution made by visitors in supporting class teachers and appreciates the valuable contribution of outside agencies. We believe it is the responsibility of the school to ensure that the contributions made by visitors to the classroom reflect our own philosophy and approach to the subject. The status of visitors to the school is always checked ensuring that the content of the visitor's talk is suitable for the ages of the pupils along with safeguarding procedures.

Where there are visitors to the classroom, which involve helping children with food ingredients, then documented procedures and practices should be made available or relayed to ensure dietary and medical needs are met.

- **Evaluation of pupils learning**

Discussion of the suitability of resources and methodology at team meetings and shared through a collaborative approach, monitored by the Future Curriculum Innovator's.

Consultation with pupils through the School Council about existing programmes of study and special events.

Questionnaires for pupils as part of the school are monitoring and evaluation procedures.

The formation of task groups or focus groups of pupils to look at existing provision and to make recommendations for the future, as part of the consultation process of the policy and review of practices.

### **3. FOOD AND DRINK PROVISION THROUGHOUT THE SCHOOL DAY**

- **Breakfast**

Breakfast is an important meal that should provide 25% of a child's energy requirement and contribute significantly to their vitamin and mineral requirements.

The school operates a breakfast club that provides a meal for any pupil before the school day from 8:30am. The Bridges Wrap Around Care provides breakfast from 7:30am. The breakfast menu includes drink, toast and cereals.

- **National Nutritional Standards for School Lunches**

National Nutritional Standards for school Lunches became compulsory in 2015. The Government has announced new standards for school food. There are three parts, to be phased in from September 2014. Though the Academy has no statutory duty due to the date of conversion, HFCS will adopt these standards. Together they cover all food sold or served in schools: breakfast, lunch and after-school meals; and tuck, mid-morning break and after-school clubs.

Food prepared by the school catering team meets the National Nutritional Standards for School Lunches.

*School Menus can be found on the weekly newsletter. The school has the right to make alterations to the published menu, when ingredients from suppliers are unavailable.*

- **Break time SNACKING**

The school understands that snacks can be an important part of the diet of young people and can contribute positively towards a balanced diet. The school discourages the consumption of snacks high in fat and sugar at break-time. To achieve this the school has committed itself to providing fruit for all at break time. This fruit is available in all classrooms and is daily refreshed.

- **Use of food as a reward**

The school does not encourage the regular eating of sweets or other foods high in sugar or fat, especially as a reward for good behaviour or academic or other achievements. Other

methods of positive reinforcement are used in school; please see below the reward table for children in school.

Special events such as reward evening dinners are only used to celebrate specific achievements such as Yr6 Graduation Ceremony or food events related to curriculum enrichment.

- **Drinking Water**

The National Nutritional Standards states that drinking water should be available to all pupils, everyday, and free of charge. The school also has the option of semi-skinned milk available for pupils at lunchtime and in the Early Years Setting. Pupils are encouraged to bring in water bottle fresh daily and the school has several water fountain machines to support healthy consumption of water throughout the day.

#### **4. FOODS AND DRINK BROUGHT INTO SCHOOL**

- **Packed Lunches**

Packed lunches prepared by the school caterers adhere to the National Standards for Healthy School Lunches.

The school encourages parents and carers to provide children with packed lunches that complement these standards. This is achieved by promoting healthy packed lunch options. The school discourages sweets and crisps and chocolate in children's pack up's and would also like parents to support the aim of being a nut free school. Through the school year, lunch box health weeks will be run to raise awareness of healthy eating.

For advice:

*A balanced packed lunch should contain:*

- *Starchy foods – these are bread, rice, potatoes, pasta, and others*
- *Protein foods – including meat, fish, eggs, beans, and others*
- *A dairy item – this could be cheese or a yoghurt*
- *Vegetables or salad, and a portion of fruit*

*Starchy foods are a good source of energy, and should make up a third of the lunchbox. But don't let things get boring. Instead of sandwiches, give kids bagels, pitta bread, wraps and baguettes. Use brown, wholemeal or seeded bread, not white bread. Source [www.NHS.uk](http://www.NHS.uk)*

- **Parent Food Offerings:**

As a school, we ask that if parents want to offer sweets or cake such as a birthday treat for the class, that they inform the class teacher. Our procedures will then be that we will offer to the parents to take for their children at the end of the day, no treats will be administered by the school. We ask that parents are sensitive to this policy and the dietary requirements of our community.

If a child is unable to have a parent food offering it be reasonable for the school or the parent to provide an alternative item. If a child is transitioning to Bridges or Ladybirds these treats will as much as possible be handed to staff to give to parents upon collection.

## **5. SPECIAL DIETARY REQUIREMENTS**

### **For religious and ethnic groups:**

The school provides food in accordance with pupils' religious beliefs and cultural practices, to support the school, we ask that parents contact either the school office or Wendy Craig (Catering Manager). All staff will be made aware of pupils and their identification through documentation, which is available throughout the school. Alternatives will be available where possible.

### **Vegetarians and Vegans:**

School caterers offer a vegetarian option at lunch every day.

### **Food Allergy and Intolerance**

Individual plans will be created for pupils with food allergies. These document symptoms and adverse reactions, actions to be taken in an emergency, and emergency contact details. All staff will be made aware of pupils and their identification through documentation that is available throughout the school. We ask that School caterers are made aware of any food allergies/food intolerance and requests for special diets are submitted to the school office with medical evidence as soon as diagnosis is made.

- **Food Safety**

Appropriate food safety precautions are taken when food is prepared or stored. These vary depending on the food on offer and include: ensuring that adequate storage and washing facilities are available; that food handlers undergo appropriate food hygiene training; and that suitable equipment and protective clothing are available. Any food safety hazards are

identified and controlled. We consult our local Environmental Health Department about legal requirements. The school kitchen currently has a 5/5 star status.

- **Food Environment**

HFCS has one main catering kitchen for whole school catering and 3 min subsequent kitchen/food areas to support the curriculum and wrap around care for pupils. These areas are regularly checked by Wendy Craig and are cleaned by the school cleaning service as well as users. Any staff using these areas hold appropriate food hygiene and safety certificates.

The main hall of the school is a multi-functional hall and is set up and cleared to cater for school lunches and Bridges hot tea. The environment is made to represent to best fit a 'home from home'. Pupils are expected to sit and socialise through lunch and staff join them to role model expected behaviours. The school appreciates that this is a social time for pupils that work hard through the school lessons.

Our pupils are encouraged to build independence around eating and service to empower them with their relationship with food.

*The environment will be reviewed as part of pupil, parent and staff voice.*

- **Monitoring and Evaluation**

Parents are invited to an annual review of the healthy eating policy and to contribute to a healthy eating approach where appropriate, though the parent council parent voice events.

Date policy implemented:

Review Date: