



Whole School Food & Nutrition Policy

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1. Introduction

At Calcot Schools, we are committed to promoting the health and wellbeing of our pupils, staff, and wider school community. We recognise that access to nutritious, high-quality food is fundamental to children's ability to concentrate, learn, and thrive, and plays a vital role in their physical development, mental wellbeing, and long-term health outcomes.

We adopt a whole-school approach to healthy eating, ensuring that consistent messages are embedded across:

- The taught curriculum
- Food provision throughout the school day
- The school environment
- Staff role modelling

Our aim is to support pupils in developing positive relationships with food and healthy habits that will be sustained into adulthood.

This policy is informed by:

- The School Food Standards (2015)
- The Requirements for School Food Regulations 2014
- The Early Years Foundation Stage (EYFS) statutory framework and nutrition guidance
- National dietary guidance including the Eatwell Guide (Appendix B)

2. Aims

The aims of this policy are to:

- Ensure that food allergies, intolerances and other medically required diets are managed safely and consistently, in conjunction with the school's Allergy Safety Policy and Supporting Children at School with Medical Conditions Policy.
- Ensure all food and drink provided by the school meets statutory School Food Standards and EYFS requirements
- Promote a consistent whole-school approach to healthy eating

- Support pupils and families to make informed food choices
- Ensure food provision is safe, inclusive and responsive to dietary needs
- Create a positive and social dining environment

This policy applies to all food and drink provided, consumed or brought into school including:

- School meals
- Packed lunches
- Snacks
- Food used in curriculum activities
- Breakfast and after-school provision
- School trips
- Celebrations and events

3. Legislation and Guidance

This policy is based on:

- The Requirements for School Food Regulations 2014 (School Food Standards)
- Early Years Foundation Stage (EYFS) Statutory Framework
- Food Information Regulations 2014, as amended, incl. Food Information (Amendment) (England) Regulations 2019
- Food Safety Act 1990 and associated food hygiene regulations
- National dietary guidance including the Eatwell Guide (Appendix B)
- Department for Education statutory guidance, *Allergy safety in schools* (2026)
- Department for Education statutory guidance, *Supporting pupils at school with medical conditions*

The school also follows:

- Department for Education (DfE) guidance on School Food Standards
- Food Standards Agency guidance on food safety and allergens.

4. Roles and Responsibilities

4.1 Governing Body

The governing body will

- Ensure compliance with statutory food standards and guidance
- Monitor the implementation and effectiveness of this policy
- Ensure appropriate resources, staffing and training are in place.

4.2 Headteacher and Senior Leadership Team

The Headteacher is responsible for

- the day-to-day implementation of this policy,
- ensuring that all staff understand and follow agreed procedures
- overseeing food provision, food safety, and pupil wellbeing.

4.3 In-House Catering team and Wraparound staff

The catering team and wraparound staff will:

- Plan, prepare, and serve meals in accordance with applicable School Food Standards and Early Years Foundation Stage Nutritional Guidance

- Maintain accurate and up-to-date allergen and ingredient information for food provided
- follow agreed procedures for managing food allergies, intolerances and other medically required diets;
- ensure that ingredient changes and substitutions are checked for allergen implications before food is prepared or served;
- take appropriate measures to minimise allergen cross-contact during storage, preparation, cooking and service;
- follow the school's arrangements for identifying pupils with food allergies and ensuring they receive the correct food;
- ensure allergen information is readily available to pupils, parents/carers and relevant staff;
- complete appropriate food hygiene and allergen training;
- report food-allergen incidents and near misses promptly; and
- work with the Allergy Safety Lead and relevant school staff where individual dietary arrangements are required.
- Contribute to menu development and pupil feedback

4.4 All staff

All staff will:

- Promote consistent healthy eating messages
- Supervise pupils appropriately during food-related activities
- Follow allergy and safeguarding procedures
- Report any concerns relating to food safety, hygiene, or pupil wellbeing
- Pass on information and/or direct people to the Allergy Lead when information is shared
- Complete the school's allergy-awareness training and any additional role-specific training required

4.5 Equal Opportunities

The school ensures equal access to food provision and food education for all pupils, regardless of background, culture, religion, or medical need.

4.6 Curriculum

Food and nutrition are embedded across the curriculum:

EYFS: Physical Development and Understanding the World,

KS1 and KS2: Design and Technology (D&T) and Personal, Social and Health Education (PSHE).

Teaching approaches include practical cooking experiences, food tasting opportunities and discussion/group work and role play.

5. Food & Drink Provision Throughout the School Day

The school recognises that food provision across the entire school day—including breakfast, break times, lunch and after-school provision—contributes significantly to pupils' daily nutritional intake.

5.1 Sourcing Food and Ingredients

The school operates an in-house catering service, with school meals prepared on site by school-employed catering staff. Food provided through Breakfast Club, Wraparound and other school activities may be prepared by appropriately trained school staff or obtained from

an approved supplier and will be managed in accordance with the school's food-safety and allergen procedures.

We ensure that all food provided is:

- Nutritious, balanced, and compliant with the School Food Standards
- Prepared safely and hygienically
- Planned and provided with due regard to pupils' known dietary requirements, with individual arrangements agreed where the standard menu cannot safely meet a medically required diet
- Reduced in salt and sugar

We work collaboratively across the school to:

- review menus regularly
- monitor quality and pupil and staff feedback to inform ongoing improvements
- Ensure menus are varied, seasonal, and inclusive of different cultural and dietary requirements

Where possible, the school aims to:

- Use seasonal produce
- Source food locally where feasible
- Use sustainably sourced ingredients, including fish certified from sustainable sources where available

Where a product, ingredient, recipe or menu item is changed or substituted, allergen information will be checked before the food is prepared or served. Staff will not rely on previous ingredient information where a product or supplier has changed.

5.2 Dining Environment

The school aims to provide a calm, safe and welcoming dining environment where pupils can enjoy their meals and develop positive attitudes towards food and healthy eating.

We will:

- Provide sufficient time for pupils to eat their meals comfortably.
- Encourage good table manners and positive social interaction during mealtimes.
- Support pupils to make healthy food choices and try new foods where appropriate.
- Ensure appropriate supervision is in place to promote safety and wellbeing.
- Foster an inclusive environment that respects cultural, religious and dietary requirements.
- Encourage pupils to develop independence and confidence in making suitable food choices.

For children in the Early Years, mealtimes and snack times are recognised as important opportunities to support communication, language development, social skills and independence.

5.3 Communicating with Parents/Carers

The school communicates regularly with parents and carers regarding food provision, menus, and any relevant changes to their child's dietary needs.

We will inform parents/carers if staff identify concerns relating to:

- A significant change in eating habits or appetite
- Difficulty chewing, swallowing, or managing food safely
- Signs that eating patterns may be affecting wellbeing, energy levels, or behaviour
- Any incidents involving allergic reactions or food-related incidents

Parents/Carers are asked to:

- Inform the school of allergies or dietary requirements
- Provide appropriate packed lunches (see Section 9 for further guidance)
- Keep the school updated on any changes to dietary information

Where concerns arise, the school will work in partnership with parents/carers to agree appropriate next steps and support the pupil's needs.

Parents/carers of pupils with food allergies, intolerances or medically required diets may contact the school to discuss ingredients, allergens and suitable meal arrangements. Where a menu, recipe or ingredient changes in a way that affects an agreed medical diet, relevant information will be communicated appropriately.

Menus and allergen information are shared with parents/carers regularly via MCAS, and feedback is actively encouraged and considered when reviewing food provision.

5.4 Ordering School Meals

Parents/carers are responsible for ordering and paying for school meals in advance through My Child At School (MCAS), within the timescales communicated by the school.

Meals must be ordered in advance to enable appropriate food ordering, preparation and allergen management. Where a meal has not been ordered in advance, the requested meal choice cannot be guaranteed.

Where a paid school meal has not been ordered, the school will not routinely provide a same-day meal and parents/carers will be expected to provide an appropriate packed lunch.

The school reserves the right to refuse requests for same-day paid meals except in exceptional circumstances.

Where payment for school meals is outstanding, this will be managed in accordance with the school's debt recovery arrangements. The school may restrict further paid meal orders where arrears remain outstanding.

Where a pupil is entitled to a free school meal, or has an agreed medical dietary requirement which requires reasonable adjustment, the school will ensure that an appropriate meal is available. This may be a standard alternative rather than the pupil's preferred or usual menu choice where no meal has been ordered in advance.

Parents/carers remain responsible for ordering meals in advance even where no payment is due.

Where a pupil wishes to change their meal because they do not like their chosen option or would prefer an alternative, this will only be permitted if parental or carer consent is received, and if that option is available. Any change will be subject to consideration of the pupil's dietary

needs and any known or suspected allergies or intolerances. Under no circumstances should pupils independently swap food items with one another.

5.5 Identification of pupils with food allergies

The school uses more than one method to identify pupils with known food allergies and dietary requirements at mealtimes.

The kitchen uses dietary and meal information recorded on the school's Management Information System (MIS), together with a photographic allergy/dietary list.

Children are served by class. A pupil recorded as having a food allergy or intolerance will be positively identified and brought to the front of the class queue to be served first.

The lunchtime controller will check the pupil's identity, the meal ordered and the allergy or intolerance shown on the dinner register, and will alert the kitchen server. The kitchen server will check this information against the kitchen's current allergy and dietary information (with pupil photograph). The two records must agree. Staff will not rely solely on information provided verbally by the pupil.

The kitchen server will prepare and serve the pupil's approved meal, including all main meal components, sides, sauces and dessert, using the kitchen's documented allergen and cross-contact controls. No unapproved substitutions or additional items may be made. The meal will be served on a red plate as a visual alert. The red plate does not replace the required checks.

Before the meal is handed over, the kitchen server and lunchtime controller will independently confirm the pupil's identity, recorded allergy or intolerance, meal ordered and suitability of every meal component. The checked meal will be handed directly to the identified child and must not be left unattended or altered after checking.

If there is any discrepancy or uncertainty about the pupil's information, ingredients, meal ordered or suitability of any meal component, the meal must not be served until the kitchen lead or another authorised member of staff has resolved the matter.

Allergy and dietary information will be kept up to date and relevant changes communicated promptly to catering staff.

These arrangements are intended to enable pupils with food allergies to eat safely alongside their peers without unnecessary segregation or stigmatisation.

6. Food served or sold in school other than lunches

6.1 Breakfast

Breakfast is an important meal that should provide 25% of a pupil's energy requirements and contribute significantly to their vitamin and mineral intake. Pupils are encouraged to eat breakfast before they come to school.

The school operates a breakfast club that provides a nutritious meal for pupils before the school day. Food provision at breakfast club complies with the School Food Standards and Early Years Foundation Stage nutritional guidance.

Breakfast options include:

- A selection of fortified, higher-fibre cereals with low or medium sugar content and lower salt content.
- A range of fresh fruit such as kiwi, melon, plums, grapes, apples, pears and bananas. Dried fruit such as raisins may be offered as part of breakfast but will not be provided separately as a snack to EYFS.
- Toast, Bagels, Crumpets and other starchy foods, including wholegrain varieties where possible
- Natural plain yoghurt, with plain unsweetened yoghurt provided for EYFS children
Fresh drinking water and plain milk are available daily. Any plant-based alternative will be plain, unsweetened and fortified with calcium. Fruit or vegetable juice may be offered occasionally to school-age pupils in portions not exceeding 150ml but will not be provided to EYFS children.

6.2 School Fruit & Vegetable Scheme

The school is participating in the School Fruit & Vegetable Scheme, and provides all children aged between 4 and 6 with a free piece of fruit or vegetable each school day.

In addition, children in Nursery and KS2 may receive additional fruit through external suppliers or school initiatives, subject to availability.

6.3 Early Years

For children within the EYFS, information about food allergies, intolerances, coeliac disease, special dietary requirements and other relevant health requirements will be obtained before admission and reviewed regularly with parents or carers so that it remains accurate and up to date. Relevant information will be made readily available to all staff involved in planning, preparing, handling or serving food, while being managed appropriately as confidential personal information.

At each meal and snack time, responsibility will be clearly allocated for checking that the food provided is suitable for each child and meets their recorded dietary requirements. Where there is any uncertainty or discrepancy, the food will not be served until this has been resolved by an authorised member of staff.

Children in the Early Years are provided with healthy, balanced and nutritious snacks in accordance with the Early Years Foundation Stage (EYFS) Nutrition Guidance and, where applicable, the School Food Standards. Snacks include a variety of fresh fruit and vegetables alongside suitable plain starchy carbohydrate options, such as bread, plain crackers or unsalted and unsweetened rice or corn cakes or other plain savoury items. Dried fruit, including raisins will not be provided as a snack but may be provided as part of a meal.

Food will be prepared and served in a form appropriate to each child's age, development and individual needs to minimise the risk of choking. Children will be encouraged to sit safely while eating and food will not be shared between children.

Meals and snacks will be offered at appropriate intervals throughout the day to ensure children are not left for long periods without food. Children have access to fresh drinking water throughout the day. Plain milk is offered at appropriate times, taking account of each child's age, dietary requirements and allergies.

Meal and snack times will be used to encourage healthy eating habits, independence and positive social interaction. Children will not be required to finish everything on their plate, and food will not be used as a reward.

Children will never be left alone while eating. Throughout meals and snacks, children will remain within both sight and hearing of a member of staff. A member of staff holding a current paediatric first aid certificate that meets the requirements of the EYFS Statutory framework will be present in the room whenever children are eating.

6.4 Tuck (Junior School)

Healthy tuck is available for pupils in the Junior School and is planned using the current DfE checklist for school food other than lunch. Options may include fresh fruit, vegetables, natural plain yoghurt and other items permitted by the School Food Standards. Confectionery, chocolate and chocolate-coated products, cereal bars, crisps, savoury crackers, breadsticks and sugar-sweetened drinks are not sold.

6.5 After School provision

Children staying beyond 4.30pm in our after-school provisions are provided with a nutritious tea. Food provision at after school club complies with the School Food Standards and Early Years Foundation Stage nutritional guidance. Fresh drinking water is available at all times.

Food provided through Wraparound is subject to the same allergen-management requirements as other school food provision. Relevant dietary and allergy information will be available to Wraparound staff, who will ensure that food provided is suitable for each child's known dietary requirements.

Menus will be planned across the week so that tea provides an appropriate combination of starchy food, protein, fruit and/or vegetables and, where appropriate, dairy or a suitable alternative. For EYFS children, lunch and tea will normally consist of a main dish and an additional dish or accompaniment.

Tea options may include:

- Beans/spaghetti hoops/scrambled eggs on toast
- Crumpets/Bagel/Flatbread/Pitta and toppings
- Dippy egg and soldiers (Lightly cooked eggs will be British Lion marked or produced under an equivalent food-safety assurance scheme).
- Soup and bread
- Vegetables
- Fruit
- Natural plain yoghurt, with plain unsweetened yoghurt provided for EYFS children

6.6 Educational Activities and Outdoor Learning

The school recognises that food and drink may occasionally form part of educational activities and enrichment experiences, including Forest School, outdoor learning, cooking activities and special events. Where refreshments are provided, they will be appropriate to the age and needs of the pupils, take account of dietary requirements and allergies, and support the school's overall approach to promoting health and wellbeing. Occasional refreshments provided as part of these activities are not considered rewards and should be viewed within the wider educational and social context of the experience.

7 School Trips and Educational Visits

The school recognises that food provision during school trips and educational visits must reflect the same high standards of nutrition, safety and inclusivity as food provided on site.

7.1 Provision of Food on Trips

For day trips, pupils may:

- Bring a packed lunch from home in line with the school's healthy eating guidance, or
- Be provided with a school-prepared packed lunch by the in-house catering team

School-provided packed lunches will:

- Meet the School Food Standards
- Include a balanced selection of food (e.g. sandwich or alternative, fruit, and a suitable snack)
- Take into account individual dietary requirements, allergies, and cultural needs

7.2 Food Safety and Storage

To ensure food safety:

- parents and carers will be advised to provide food that is suitable for the conditions and expected duration of the visit;
- packed lunches must be clearly labelled with the pupil's name and carried in a suitable, clean container;
- packed lunches perishable foods that require temperature control must be kept in an insulated lunch bag or cool box with sufficient frozen ice packs
- Packed lunches must be stored safely and away from direct sunlight, heaters and other sources of heat and protected from contamination;
- lunches belonging to pupils with food allergies or other dietary requirements must be clearly identified and stored so as to minimise the risk of cross-contact or accidental exchange;
- School-prepared packed lunches will be prepared as close as reasonably practicable to departure and prepared, labelled, transported and stored in accordance with the school's food-safety and allergen management procedures
- where applicable, school-prepared packed lunches will comply with food-information and allergen-labelling requirements;
- food must not be eaten where it may have become contaminated or has not been stored safely.

Wherever practicable, pupils will wash their hands with soap and water before eating. Where suitable handwashing facilities are not available, pupils will clean their hands using an appropriate alternative, such as hand wipes and/or hand sanitiser. Hand sanitiser does not remove food allergens, and pupils with relevant allergies may require access to soap and water or another method identified in their individual healthcare plan or visit risk assessment.

Staff will supervise pupils while eating to:

- Reduce the risk of choking and respond promptly in an emergency
- Prevent food, drinks, plates, containers or utensils from being shared or exchanged
- Ensure that pupils with allergies or other dietary requirements receive only the food intended for them
- Ensure pupils sit and eat in a safe location
- Meet any individual medical, swallowing, sensory or SEND-related needs; and
- Promote a calm, positive and inclusive mealtime environment.

EYFS children will never be left alone while eating and will remain within both sight and hearing of a member of staff throughout the meal or snack. Food provided to EYFS children will be prepared in a form appropriate to their age, development and individual needs to minimise the risk of choking.

7.3 Allergies and Dietary Requirements

Known food allergies, intolerances and other dietary requirements will be considered when planning food for educational visits. Relevant information will be communicated to the trip leader and, where necessary, external food or accommodation providers.

Food supplied by the school will be prepared and provided in accordance with the same allergen-management arrangements used on site.

Individual medical and emergency arrangements, including IHPs, Allergy Action Plans and emergency medication, are managed in accordance with the Allergy Safety Policy and Supporting Children at School with Medical Conditions Policy.

7.4 Residential Visits

Where food is provided by an external residential provider:

- The school will liaise with the provider in advance to share dietary, allergy and cultural requirements
- Reasonable steps will be taken to ensure that food provision is safe, inclusive and suitable for all pupils

The external provider is responsible for complying with the food-safety and food-information requirements applicable to the meals it supplies. The school will nevertheless take reasonable steps before the visit to obtain assurance that pupils' dietary and allergy requirements can be met safely and will retain responsibility for its own medical, supervision and emergency arrangements.

7.5 Consistency with School Policy

All food consumed during trips should, as far as reasonably practicable, reflect the school's healthy eating ethos.

The school does not permit:

- Nut products (in line with the school's nut-aware policy)
- Fizzy drinks or high-sugar confectionery

8. Rewards and Celebrations

The school promotes healthy eating and does not use food or drink high in fat, sugar or salt as a regular reward for behaviour, achievement or effort.

Positive behaviour and achievement are recognised through non-food rewards, including:

- Verbal praise
- Certificates and awards
- Stickers

- Additional responsibilities or privileges

Food may be used occasionally as part of planned curriculum activities (e.g. cooking) or agreed whole-school events, where appropriate.

8.1 Celebrations and Special Events

The school recognises that occasional celebrations and special events form an important part of school life and may include food and drink provided by the school or parents/carers, subject to the requirements set out below.

We recognise that food can play a role in cultural and social celebrations. The School Food Standards do not apply to:

- Occasional events such as religious or cultural celebrations
- Fundraising events
- Food brought in occasionally by parents/carers

However, the school promotes a balanced and healthy approach.

Nuts and nut products must not be brought into school. The school operates a nut-aware approach but cannot guarantee a completely nut-free or allergen-free environment.

Where food is brought into school for an approved celebration or event:

- Prior agreement must be obtained from the school
- Nuts and nut products must not be brought into school
- A full ingredients list and relevant allergen information must be provided before food is distributed. Food must not be distributed where sufficient information is unavailable to determine whether it is suitable for pupils with known food allergies or dietary requirements.
- Consideration must be given to pupils with known food allergies and dietary requirements
- Food should normally be distributed under staff supervision; and
- Pupils must not swap or share food

Non-food alternatives are encouraged, such as stickers, books, or games

8.2 Consistency of Approach

All staff are expected to model and promote consistent healthy eating messages by:

- Avoiding using confectionery as rewards
- Reinforcing expectations around packed lunches and snacks
- Promoting balanced and nutritious food choices (see Appendix D for information on A healthy balanced diet for children)

9. Packed lunches and food brought from home

Parents/carers are asked to provide their child with a refillable water bottle each day. To support healthy hydration, bottles should contain water only. Squash, fruit juice, fizzy drinks, and other sweetened beverages are not permitted in refillable water bottles.

Packed lunches are provided by parents/carers as an alternative to meals prepared by the school's in-house catering team.

The school does not provide refrigeration or reheating facilities.

9.1 Expectations for parents/carers

Parents/carers are asked to support the school by:

- Ensuring that food provided is suitable for their child's developmental needs and prepared in a way to prevent choking.

[Early Years Choking Hazards- Food Safety Advice](#)

[Early Years Food Choking Hazards Table](#)

- Use insulated containers and cool packs, where necessary, for foods which require temperature control
- Clearly label lunch containers with child's name.
- Pack foods that can safely be kept at room temperature
- Aim to minimise waste by using sustainable, reusable packaging and containers wherever possible.

9.2 Foods permitted

We ask parents/carers to support our healthy eating ethos by including:

- A carbohydrate source (e.g. bread, pasta, rice)
- A protein source (e.g. meat, fish, eggs, beans)
- At least one portion of fruit and/or vegetables
- A dairy item (or alternative)
- A drink, where required, such as milk or unsweetened fruit juice (max 150ml). Water is available throughout the school day and pupils are encouraged to bring a refillable water bottle containing water only.
- One small savoury snack (e.g. plain crackers, rice cakes, breadsticks). Crisps should be included only occasionally as part of a balanced packed lunch.
- One small sweet item, such as a plain biscuit, cereal bar or small cake, may be included occasionally as part of a balanced packed lunch. However, parents/carers are encouraged to limit foods high in fat, salt and sugar and to prioritise healthier options wherever possible. For children in the Early Years (aged 0–5), foods high in saturated fat, salt and sugar, including cakes, biscuits, chocolate and confectionery, should be avoided in accordance with the Early Years Foundation Stage Nutrition Guidance.

See appendix E for information on portion sizes for children aged 5 and under.

9.3 Foods not permitted

Packed lunches must not contain:

- Nuts or nut-products (including cereal bars, peanut butter, satay sauce and Nutella)
- fizzy drinks, smoothies or squash
- sweets
- chocolate bars

Calcot Schools operates a nut-aware approach. While nuts and nut products must not be brought into school, the school cannot guarantee a completely nut-free environment.

The nutritional restrictions above do not prevent occasional treats being provided for approved celebrations in accordance with Section 8. The prohibition on nuts and nut products applies at all times.

For further guidance on preparing a healthy packed lunch, please refer to Appendix C and the external resources listed below:

[NHS Healthier Lunchboxes](#)

[BBC Bitesize Lunchbox Guidance](#) [BBC Bitesize Lunchbox ideas](#)

[BBC Packed lunch ideas](#)

9.4 Snacking

The school encourages healthier snacks brought from home, such as fresh fruit, vegetables or a small sandwich. Food provided or sold by the school at snack time will comply with the School Food Standards. Snacks for EYFS children will also follow the arrangements in section 6.3

9.5 Monitoring and Compliance

The school will take a supportive and educational approach to promoting healthy packed lunches. The purpose of this policy is to encourage healthy choices and provide consistent messages about food and nutrition. Staff will not routinely inspect packed lunches, and the school recognises that occasional exceptions will occur.

Where packed lunches do not meet the expectations outlined in this policy:

- Staff may speak with pupils to encourage healthier choices
- Parents/carers may be contacted to offer guidance and support
- Repeated concerns will be addressed in partnership with parents/carers

The school recognises that occasional exceptions may occur and will work collaboratively with families to support positive change.

The supportive approach described above relates to the nutritional content of packed lunches. Where food brought into school presents an identified allergy-safety risk, including nuts or nut products, staff may take immediate proportionate action to prevent exposure and will contact the parent/carer as appropriate.

10. Growing Food

The school believes that giving young people the opportunity to grow food and learn about how food is produced is an important part of a whole school approach to food and nutrition.

Our goal is to provide a well-planned curriculum that covers nutrition, food hygiene and sustainable and ethical food production. To also offer practical, hands-on food education such as cooking and growing.

We will achieve this by:

- Helping pupils to understand the importance of a healthy diet and physical activity.
- Giving pupils the opportunity to plan, prepare and cook healthy, safe meals.
- Giving pupils the opportunity to learn about growing and farming of food and its impact on the environment.

- Encouraging pupils to eat and cook with vegetables that they have grown at home or within school.

11. Sustainability

The school considers that it is important to teach children about the environment and the effect we have on it.

The school promotes sustainability through:

- Reducing food waste. Dinner hall and kitchen waste is recycled and snack/tuck waste such as apple cores, banana and orange skins, etc. are placed on a compost heap which is then used in the school garden.
- Using seasonal and locally-sourced produce where possible
- Teaching children about environmental impact of food
- Encouraging the use of reusable lunch containers, lunch bags and refillable drinks bottles, reducing unnecessary packaging and recycling suitable packaging through the appropriate school or household waste stream.
- We explore fair-trade and organic options in curriculum and events

12. Specific Dietary Requirements

The school is committed to meeting the dietary needs of all pupils in a safe, inclusive and practical way. This includes medical, cultural, ethical and religious requirements.

Clear and timely communication between the school and parents/carers is essential to ensure that appropriate arrangements are in place and that pupils can eat safely.

12.1 Types of Dietary requirements

The school provides for a range of dietary needs, including:

- **Medical diets**, including food allergies, intolerances, coeliac disease and diabetes
- **Cultural, religious or ethical dietary requirements**, including vegetarian, vegan and pescatarian diets

Where possible, suitable options will be provided within the school's standard menu.

12.2 Cultural, religious or ethical diets

The school respects and accommodates dietary requirements related to cultural, religious or ethical beliefs.

- A vegetarian option is available daily
- Vegan options can be provided where required
- Menus are planned to ensure inclusive choices wherever possible

Parents/carers are encouraged to inform the school of any specific requirements.

12.3 Personal Preferences (selective eating)

While we aim to provide a wide range of options, we are unable to provide individual menus based solely on personal preference.

Pupils are supported and encouraged to make suitable choices from the available options.

12.4 Special diets, food allergies and intolerances

The school recognises that some pupils require specific diets for medical reasons and is committed to supporting these needs safely.

To support pupils with medical dietary requirements, the school will:

- Maintain up-to-date allergen information for all food provided, in accordance with applicable food information and allergen requirements
- Ensure staff receive appropriate training in allergen awareness and food safety
- Work in partnership with parents/carers and relevant health professionals
- Ensure Individual Healthcare Plans (IHPs) are developed where required, in accordance with the Allergy Safety Policy and Supporting Children at School with Medical Conditions Policy

12.5 Special Diet Requests

Parents/carers should inform the school as soon as possible where their child requires a medically necessary special diet and complete the school's Special Diet Request Form.

Relevant supporting information from a GP, dietitian or other healthcare professional should be provided where available, particularly where a bespoke menu or significant alteration to normal food provision is required.

The absence of formal medical evidence will not, by itself, result in information about a suspected allergy being disregarded. Where an allergy is suspected but clinical advice is not yet available, the school will work with parents/carers and the Allergy Safety Lead to assess the risk and agree appropriate interim arrangements.

Where the school cannot safely provide a suitable meal pending further information, temporary alternative arrangements will be agreed with the parent/carer.

Where a pupil is entitled to a free school meal, the school will consider what reasonable adjustments are required to enable them to access that entitlement safely.

For pupils with agreed medical dietary requirements:

- relevant information will be recorded on the school's MIS;
- catering staff will have access to the photographic allergy/dietary list;
- the pupil's meal will be checked by a member of staff before it is provided;
- ingredient substitutions will be checked against the pupil's requirements;
- appropriate measures will be taken to minimise allergen cross-contact; and
- changes to the pupil's dietary requirements will be communicated promptly to relevant staff.

While the school takes all reasonable precautions to manage allergens, it is not possible to guarantee that all food will be completely free from traces of allergens due to potential cross-contamination or supplier ingredient variations. Where the school is unable to safely accommodate an individual pupil's dietary requirements within its food provision, this will be discussed with the parent/carer and appropriate alternative arrangements agreed.

12.5 Managing allergies in school

The school takes a proactive approach to minimising risk by:

- Storing allergen-containing foods separately where appropriate
- Using clear labelling and, where necessary, colour-coded equipment
- Implementing safe food preparation practices
- Displaying relevant dietary information in food preparation areas
- Providing staff training in food hygiene and allergen management

To safeguard pupils with food allergies, intolerances and other dietary requirements, pupils must not share, swap or exchange food or drink with others. This applies to school-provided meals and food brought from home, including packed lunches, snacks and treats.

Individual medical management, emergency procedures, IHPs, Allergy Action Plans and emergency medication are covered by the school's: Allergy Safety Policy and Supporting Children at School with Medical Conditions Policy.

12.6 Structured Food reintroduction (e.g. milk ladders)

Where a child is undergoing a clinically advised programme of staged food reintroduction, the school will not normally undertake planned allergen exposure or staged reintroduction as part of school food provision. Such programmes should normally be undertaken outside school under the direction of parents/carers and relevant healthcare professionals.

Once dietary restrictions have formally changed, parents/carers must inform the school, in writing, so that the child's records and food arrangements can be reviewed.

12.7 Suspected allergy or intolerance

Parents/carers should inform, in writing, the school promptly where a food is suspected of causing an allergic reaction or intolerance.

Until appropriate clinical advice is available, the school will work with the parent/carer and Allergy Safety Lead to make a proportionate assessment of risk and agree interim food arrangements.

Catering staff will be informed of any agreed temporary restriction. Parents/carers should not select a school meal containing the suspected food while interim arrangements are in place.

Where the school cannot safely provide an appropriate meal pending further information, alternative arrangements will be agreed with the family.

12.8 Changes to dietary requirements

Parents/carers must inform the school of any changes to their child's dietary needs as soon as possible, including where a previously identified allergy, intolerance, or dietary restriction is no longer applicable. Written notification (MCAS, email or letter) should be provided to the school to ensure records can be updated.

Where a change affects an existing special diet, the school may request updated medical advice or supporting evidence before amending the pupil's meal provision.

Where a new or changed medically necessary special diet requires a bespoke menu or significant alteration to the school's standard food provision, parents/carers will normally be asked to complete or update the Special Diet Request Form and provide relevant supporting

medical information where available. Where clinical advice is not yet available, interim arrangements will be considered in accordance with Section 12.4.

12.9 Food allergen incidents and near misses

Any allergen-related food incident or near miss will be reported promptly and recorded on CREST in accordance with the school's incident-reporting arrangements.

The incident will be reviewed to establish what happened and whether changes are required to ingredients, recipes, labelling, purchasing, storage, preparation, service, staff training or other food-management arrangements.

Where appropriate, advice will be sought from the local authority Health and Safety and/or Environmental Health team and any applicable legal food-safety notification requirements will be followed.

Serious allergy incidents and near misses involving an individual pupil will also be managed in accordance with the Allergy Safety Policy.

12. Monitoring, Evaluation and Review

The school will regularly monitor the implementation and effectiveness of this policy to ensure compliance with statutory requirements and to promote continuous improvement.

Monitoring will include:

- Review of school menus and food provision
- Observation of dining environments and pupil experience
- Feedback from pupils, staff, parents/carers
- Review of incidents relating to food safety, allergies or dietary needs

The governing body will receive updates as appropriate and will review this policy every three years, or sooner if required due to changes in legislation or guidance.

The Headteacher is responsible for ensuring that any required updates are implemented and communicated to staff and parents/carers.

This policy will be reviewed by the Governors' FHSP Committee on a triennial basis or earlier if required.

Links to other policies:

- Allergy Safety Policy
- Supporting Children at School with Medical Conditions Policy.

Appendix A - Special Diet request form



Please complete this form if your child requires a special diet.

If your child is following a vegetarian, meat or fish-free diet solely for religious, cultural or ethical reasons there will always be an appropriate choice on our standard menus.

Where the school is unable to provide a suitable meal immediately, temporary meal arrangements will be agreed with you until an appropriate menu or other arrangement is in place.

SECTION A – TO BE COMPLETED BY PARENT/GUARDIAN

Child's details			
Child's full name:		Date of Birth:	
Details of allergy/intolerance/medical condition <i>(include brief description of symptoms)</i>			
Please indicate the menu required <i>(Where a medically necessary special diet requires a bespoke menu or significant alteration to the school's standard menu, parents/carers should provide appropriate supporting information from a GP, dietitian or other healthcare professional where available. Where an allergy is suspected but medical evidence is not yet available, the school will assess the risk and agree appropriate interim arrangements with parents/carers).</i>			
Gluten Free		Dairy/Milk Free	
Egg Free		Soya Free	
Fish Free		Diabetic (Carbohydrate counting)	
Nut free		Peanut free	
Other allergy/intolerance/medically required diet (please specify):			
Parent/Guardian details			
Name:		Relationship to pupil:	
Telephone number:		Email address:	
I confirm that I will notify the school office if any changes are required to my child's special diet due to medical reasons			
Signature:			

SECTION B – SUPPORTING INFORMATION FROM A HEALTHCARE PROFESSIONAL (e.g. GP, Doctor, Dietician) (WHERE AVAILABLE)

Where available, please ask your child's GP, dietitian or other healthcare professional to complete this section or provide a recent letter confirming the diagnosis and required diet. Where clinical advice is not yet available, please discuss this with the school so that appropriate interim arrangements can be considered.

Name of Dietician/Doctor:
Practice/Surgery/Hospital:
I can confirm that this child needs to exclude the foods indicated above. This is due to: <i>(provide further details on the special dietary requirement)</i>
Healthcare professional signature:

Eatwell Guide

Check the label on packaged foods

Each serving (150g) contains

Energy	Fat	Saturated	Sugars	Salt
1046kJ 250kcal	3.0g	1.3g	34g	0.9g
13%	LOW	LOW	HIGH	MED
	4%	7%	38%	15%

of an adult's reference intake

Typical values (as sold) per 100g: 697kJ/ 167kcal

Choose foods lower in fat, salt and sugars

Use the Eatwell Guide to help you get a balance of healthier and more sustainable food. It shows how much of what you eat overall should come from each food group.



Water, lower fat milk, sugar-free drinks including tea and coffee all count.

Limit fruit juice and/or smoothies to a total of 150ml a day.



Eat less often and in small amounts

Per day 2000kcal 2500kcal = ALL FOOD + ALL DRINKS

Appendix C

What's in a healthy lunchbox?

5 simple parts for a happy, healthy day



1 STARCHY CARB PORTION

Choose wholegrain options where possible, such as wholemeal bread, pasta, rice, potatoes or wraps.



3 PORTION OF FRUIT AND VEG

Include at least one portion of fruit and one portion of vegetables.



2 1 DAIRY OR DAIRY FREE PORTION

Choose milk, cheese, yogurt or a dairy free alternative such as soya yogurt or cheese.



4 1 PORTION OF PROTEIN

Choose foods such as chicken, fish, eggs, beans, lentils, hummus or cheese.



5 WATER ONLY

Water is the best choice to keep children hydrated throughout the day.



No fizzy drinks or juice please.

Thank you for supporting healthy habits! ♥



We are a NUT AWARE school

Please help us keep everyone safe. Lunchboxes should not contain **nuts** or **any nut products** of any sort.



NO NUTS

This includes nuts, peanut butter, Nutella, nut bars, cereal bars with nuts, and any food containing nuts.



THANK YOU

for helping us create a safe environment for all our children.



Even a tiny amount of nuts can cause a severe allergic reaction.
Thank you for your understanding and support.

A healthy balanced diet for children

Food group	Examples of food included	Main nutrients provided	Recommended serving
Fruit and vegetables	Fresh, frozen, canned, and dried fruit, vegetables, and pulses	Carotenes (a form of vitamin A), vitamin C, zinc, iron, and fibre	At least 5 portions each day Provide a portion as part of each main meal (breakfast, lunch and tea) and with some snacks
Potatoes, bread, rice, pasta and other starchy carbohydrates	Bread, potatoes and sweet potatoes, starchy root vegetables, pasta, noodles, rice, other grains, breakfast cereals	Carbohydrate, fibre, B vitamins and iron	4 portions each day Provide a portion as part of each meal (breakfast, lunch and tea) and provide as part of at least one snack each day
Dairy and alternatives	Milk, cheese, yoghurt, fromage frais	Protein, calcium, and vitamin A	3 portions each day Provided as part of meals, snacks and drink
Beans, pulses, fish, eggs, meat and other proteins	Meat, poultry, fish, shellfish, eggs, beans, pulses, nuts	Protein, iron, zinc, omega 3 fatty acids, vitamins A and D	2 portions each day Provide a portion as part of lunch and tea (two to three portions for vegetarian children)



Portion sizes for children aged 5 and under



Food group	Portion size
A variety of fruit and vegetables (at least 5 portions each day)	
Cooked and raw	40g
Carbohydrates (4 portions each day)	
Cooked rice, pasta and potatoes	80g
Bread	25g
Average sized potato	1
Dairy and alternatives (3 portions each day)	
Milk	150ml
Cheese (sliced or grated)	15g
Cottage cheese	30g
Plain yoghurt	60g
Protein (2 portions each day)	
Baked beans	55g
Egg	55g
Meat, fish and poultry	40g
Most pulses and hummus	40g