

School Food Policy

1. Introduction

This policy provides a framework to ensure that the health and wellbeing of everyone in our community is prioritised and encouraged, in relation to school food and drink (referred to collectively from herein as “food” in this policy).

School Food consideration is based on the following points:-

- knowledge of allergens and those it affects in our community
- information on food that should not be in school
- education and information on a balanced diet and healthy food choices
- information on religious diversity relating to food
- additional information, guidance and commitments in associated Open Box Education Centre policies.

2. Scope

This policy covers: -

- The school's approach to food, including healthy eating and dietary requirements
- All food supplied by the school, including breakfast and snacks throughout the school day
- Food purchased for school lunches
- Food made by students during cookery lessons
- Food provided for school trips
- Staff and student lunches brought in from home
- Consideration to be given to students observing religious requirements related to food
- All associated health and safety considerations applicable to safe food practices

This policy should be read specifically in conjunction with our Allergy Policy, and our Supporting Students with Medical Conditions Policy.

Open Box Education Centre does not repackage food for direct sale on our premises. We do not therefore have a requirement to comply with [Natasha's Law](#).

We do place a requirement on our lunchtime meals providers, to ensure that we mitigate risk to students with allergies and food intolerance.

3. Purpose / Aims

We commit to helping our students by developing healthy eating habits; promoting healthy living; understanding the link between eating habits and mental health; enhancing cultural experiences through food; encouraging independent skills in food preparation; and teaching awareness of allergens and food intolerance.

Open Box Education Centre is accredited with the Healthy Schools Award, which includes recognition in the areas of PSHE Education, Physical Activity and Food and Nutrition.

Open Box Education Centre monitors and evaluates the aims in this policy by keeping our Healthy Schools accreditation up to date; by teaching about food and healthy living as part of our curriculum in PSHE, Physical Education, Science and Cookery; by identifying and highlighting diverse dietary needs for those with food allergies and intolerances, vegetarians, vegans, religious groups, and communicating to students, staff, parents, carers and visitors how we will accommodate them all.

Our approach to food and dietary requirements include the following:-

- The school environment will be kept free of known allergens in accordance with information contained within individual student medical risk assessments, staff dietary needs and other current information, but in all cases, specifically must be kept nut free. This information will be updated as new information comes to light.
- The school will encourage healthy eating and balanced diet for students, see The Eatwell Guide at Appendix 1, which should include-
 - Plenty of fruit and vegetables
 - Plenty of unrefined starchy foods
 - Some meat, fish, eggs, beans and other non-dairy sources of protein
 - Some milk and dairy foods
 - A small amount only, of food and drink high in fat, sugar and salt
- Students are discouraged from bringing fizzy drinks into school
- The school will ensure that recipes for cookery lessons will be applicable to this policy and individual needs of identified students
- The school will ensure that we comply with Environmental Health requirements and regulations, to mitigate risk and ensure a healthy environment
- The school will support any students who adhere to the requirements of Kosher food and will support them in avoiding certain prohibited meat, and foods that mix dairy and meat in line with aspects of the Jewish faith <https://www.jvisit.org.uk/jewish-dietary-laws/>

- The school will support students who are observing the holy period of Ramadan, by listening to fasting students and considering their needs during this time, by engaging with parents and carers, by offering a quiet space at lunchtime away from food, and by offering support to students sitting exams during this time by regulating room temperature, having water available in the exam room and by sitting students near open windows but out of direct sunlight to avoid dehydration.

4. Responsibilities

4.1 The Governing Body is responsible for:-

- Ensuring that this policy is regularly reviewed
- Ensuring that staff are aware of the policy information
- Ensuring that they have full oversight of information relevant to staff and student needs, to enable them to fulfil their legal obligation for overall health and safety considerations

4.2 The Principal is responsible for:-

- Implementing this policy
- Making sure all staff are aware of this policy and understand their role in its implementation
- Ensuring that parents and carers are aware of this policy and understand their role in its implementation
- Promoting and maintaining school food awareness across our school community
- Ensuring that students have Food Allergy Allert information to carry with them and present when eating outside their home
- Communicating updates to staff on current information relating to food in school, so that staff are aware of which foods should not be in school
- Ensuring that food offered to students is applicable to their requirements, for allergy, intolerance and religious considerations

4.3 The School Business Manager is responsible for:-

- Ensuring that external lunch providers are aware of relevant information in this policy and of our commitment to protect our school community from harm
- Ensuring that external lunch providers have completed a written declaration to comply with providing allergen information and cross contamination prevention, as well as their commitment to high hygiene standards, in line with advice provided by the Food Standards Agency
- Overseeing that food available in the kitchen complies with this policy and that all risk associated with allergy and intolerance is minimised
- Overseeing that stock control and food management is considered in relation to both health and safety and budgetary compliance
- Ensuring that staff who are preparing food for cookery lessons have been trained in Food Hygiene compliance, and that the training is kept up to date
- Ensuring that checks are carried out each morning on food being stored and fridge/freezer temperatures

- Ensuring that any visitors organised by them are catered for, in relation to dietary needs and considerations

4.4 The School Administrator is responsible for:-

- Ensuring that food purchased for students complies with this policy, to avoid associated risks
- Ensuring that when food is ordered for a student, it highlights known allergies to assist the external provider comply with dietary and medical needs
- Ensuring that they are aware of requirements in relation to all aspects of food and drink considerations for students
- Ensuring that orders for student lunches are considered in relation to allergy, intolerance and religious requirements
- Ensuring that water bottles are available for students to have water throughout the day if they wish
- Ensuring that any visitors organised by them are catered for, in relation to dietary needs and considerations
- Ensuring that food is purchased in accordance with adherence to stock control and food management considerations

4.5 Staff are responsible for:-

- Ensuring that they comply with all aspects of this policy
- Making themselves aware of specific information applicable to each student, in relation to food
- Ensuring that they do not bring food into school that may contain allergens which could cause a reaction affecting the health and safety of any other staff member, student or visitor
- Ensuring that they are required to check dates and food freshness before offering food to students
- Ensuring that when preparing food for students, they comply with food labelling and safe storage to protect from cross contamination
- Ensuring that students under their supervision, who open or prepare food for themselves, are shown how to label food, store it safely and understand how long it can be kept for
- Ensuring that where they have a responsibility for teaching lessons involving food, that all aspects of health and safety, training, food management, freshness and shelf life, safe storage, labelling and food disposal are complied with

4.6 Parents and Carers are responsible for:-

- Ensuring that they notify the Principal of information relating to their child
- Adhering to this policy, if they are sending in food to be consumed in school, either as a school lunch or for a trip
- Supporting their child to take responsibility for their own health and safety in relation to food, contributing to healthy eating practice, and providing feedback where possible to the school

5. Procedures

Student information

Information on dietary needs and food considerations for students will be identified in their admission paperwork.

An individual risk assessment will be written for a student with a specific medical condition, which will include any allergies and food intolerances, prescribed medication and emergency action information if applicable.

Other food related information will be documented and uploaded for staff to be made aware, eg; Religious requirements.

The lunch menu offer for students will contain a variety of options, to encourage a healthy diet containing a balance of nutritious food.

Staff information

Information on dietary needs and food considerations for staff will be identified at the point they become employed and during induction.

An individual risk assessment will be written for a staff member with a specific medical condition, which will include any allergies and food intolerance, prescribed medication and emergency action information if applicable.

Other food related information will be documented, as applicable.

Visitor information

Visitors will be asked if they have dietary requirements when visits are being organised as applicable.

Other considerations:-

- Drinking water is available throughout the building and signage confirms suitability to drink
- An anonymous list of the allergens relating to the current staff and student cohort is displayed in the kitchen
- Emergency procedures are displayed in the office in relation to anaphylaxis
- Staff are trained in administering antihistamines and an EpiPen in the event of a food allergy emergency

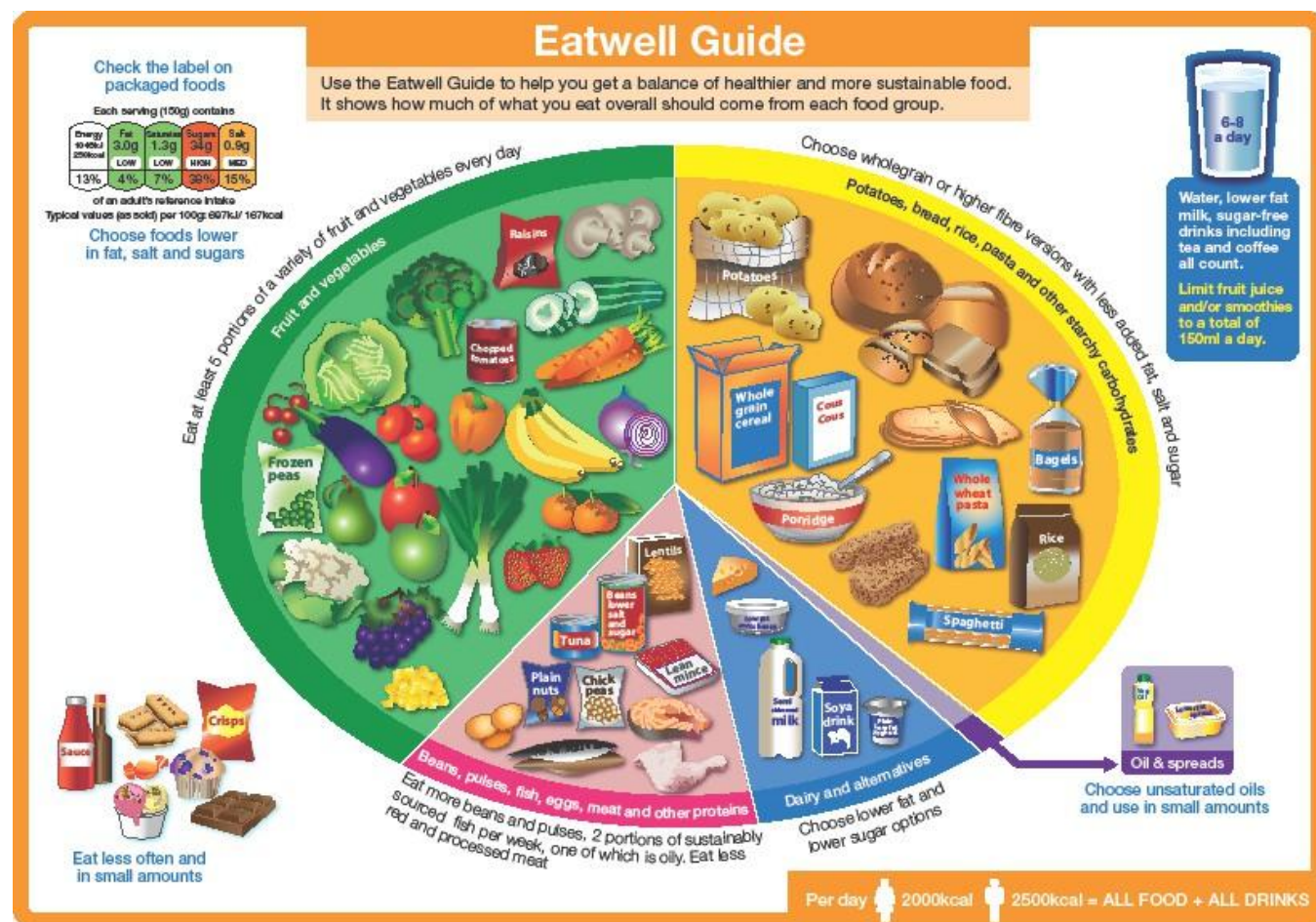
Approved by: (Principal) (date)

Authorised by: (Chair of Governors) (date)

To be reviewed every: Two Years **Next review date:** May 2027

Date of Review	Reviewed by	Ratified by Governors	Date of next review
May 2025 Version 1	Marie Black/ Alison Dolan		May 2027

Appendix 1



Source: Public Health England in association with the Welsh government, Food Standards Scotland and the Food Standards Agency in Northern Ireland

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