



*"Love to Learn"*

## **WHOLE SCHOOL FOOD POLICY**

**ADOPTED DATE: SEPTEMBER 2018**

**REVIEW DATE: SEPTEMBER 2019**

**Malcolm Sargent Primary School  
Empingham Road  
Stamford PE9 2SR**

## Statement of Intent

At Malcolm Sargent Primary School (the School) we know that what pupils eat and drink at School is important. We aim to have a School where the teaching and learning about food and nutrition that occurs in the curriculum fully supports, and is supported by, the provision and opportunities for eating and drinking within School.

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.

We understand that sharing food is a fundamental experience for all people; a primary way to nurture and celebrate our cultural diversity and an excellent bridge for building friendships, and inter-generational bonds.

Signed by:

_____	Principal	Date: _____
_____	Chair of Governors	Date: _____

## **1. Legal Framework**

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

- The Requirements for School Food Regulations 2014
- The Products Containing Meat etc. (England) Regulations 2014
- The Food Safety (General Food Hygiene) Regulations 1995 (as amended)
- The School Standards and Framework Act 1998
- The Education Act 1996 (as amended)

1.2. This policy also has due regard to guidance, including, but not limited to, the following:

- DfE 'School food in England' 2016
- The School Food Plan 'School Food Standards: A practical guide for Schools their cooks and caterers' 2014

## **2. Roles and Responsibilities**

2.1. The Governing Body is responsible for:

- The provision of School food at the School.
- Ensuring procedures are in place to provide School lunch for pupils where a meal is requested and the pupil is eligible for free School meals, or it would not be unreasonable for lunches to be provided.
- Deciding on the form that School lunches take, and ensuring that all lunches, and any other food or drink, meets the School food standards.
- Providing hot lunches, wherever possible, to ensure that all pupils are able to eat one hot meal a day.
- Providing free School meals to a pupil if the pupil and/or their parent meet the eligibility criteria within the Education Act 1996.
- Ensuring that all drinking water is provided free of charge at all times.
- Ensuring that all facilities provided to eat any food that pupils bring into School are free of charge.
- Providing facilities to eat food, which include accommodation, furniture and supervision, so pupils can eat their food in a safe and social environment.
- Providing lower-fat milk or lactose-reduced milk at least once a day during School hours.
- Ensuring that milk is provided free of charge to infant and benefits-based free School meals pupils.
- Providing a free piece of fruit or vegetable 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.

- Ensuring that there is coordination across all catering services sought by the School, in order to guarantee compliance with School food standards.

2.2 The lunch time staff are responsible for monitoring the quantity of food each pupil eats daily and the content of packed lunch boxes. In the case of concern, they may contact the parent.

### **3. Current Food-Based Standards for School Lunches**

#### **3.1. Starchy food:**

- 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.

#### **3.2. 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.

#### **3.3. Meat, fish, eggs, beans 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.

#### **3.4. Milk and dairy:**

- A portion of cheese, yoghurt, fromage frais or custard will be provided every day.

#### **3.5. 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.

#### **4. Food Provided as Part of a School Lunch or Otherwise**

- 4.1. Starchy food, as outlined in [section 3.1](#) of this policy, which is cooked in fat or oil, will not be provided on more than two days each week.
- 4.2. A meat or poultry product (manufactured or homemade and meeting the legal requirements) will be provided no more than once a week.
- 4.3. No meat will be provided if it contains any carcass parts, in accordance with The Products Containing Meat etc. (England) Regulations 2014.
- 4.4. No economy burgers will be provided, as defined in The Products Containing Meat etc. (England) Regulations 2014.
- 4.5. No more than two portions of food that has been deep-fried, batter-coated or breadcrumb-coated will be provided each week.
- 4.6. No more than two portions of food which include pastry will be provided each week.
- 4.7. No snacks other than nuts, seeds, vegetables and fruit with no added salt, sugar or fat will be provided. Where dried food is provided, it will have no more than 0.5 percent vegetable oil as a glazing agent.
- 4.8. Confectionery will not be provided.
- 4.9. Salt will not be available to add to food after the cooking process is complete.
- 4.10. Condiments will only be available in sachets or individual portions of no more than 10 grams or one teaspoonful.
- 4.11. The only drinks that will be provided are as follows:
  - Plain water (still or carbonated)
  - Lower-fat milk or lactose-reduced milk
  - Fruit juice or vegetable juice of no more than 150mls per portion
  - Plain soya, rice or oat drinks enriched with calcium
  - Plain fermented milk drinks

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

- 4.12 If children bring a packed lunch to School, parents are encouraged to follow healthy packed lunch guidelines as notified to them on an occasional basis.

#### **5. Food provided otherwise than as part of a School lunch**

- 5.1. Either fruit or vegetables, or both, will be available in any place on the School premises where food is provided.

5.2. Savoury crackers and breadsticks will not be provided.

5.3. Cakes and biscuits will not be provided.

5.4. Desserts will not be provided, other than yoghurt or fruit-based desserts.

## 6. Portion Sizes and Food Groups

6.1. The School will use the following portion sizes and food groups for School lunches, in accordance with The School Food Plan's 'School Food Standards: A practical guide for Schools their cooks and caterers' guidance document.

### 6.2. Starchy foods

Food type	Raw, dried or cooked	Primary-aged pupils (aged 4-10)	Secondary-aged pupils (aged 11-18)
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> <li>• 1 small pitta</li> <li>• 2 6-inch wraps</li> <li>• 1 10-inch wrap</li> </ul>	(80-100g) <ul style="list-style-type: none"> <li>• 2 thick slices of bread</li> <li>• 1 large roll or sub roll</li> <li>• 1 large bagel</li> <li>• 1 large pitta</li> <li>• 1 12-inch wrap</li> </ul>
Potatoes or sweet potatoes	Raw	120-170g	200-250g
Jacket and baked potatoes	Raw	200-280g	330-410g
Other starchy root vegetables, e.g. yam and plantain	Raw	100-150g	150-200g
Pasta and noodles	Dried	45-65g	65-80g
Rice	Dried	33-55g	55-65g
Other grains, e.g. cornmeal and couscous	Dried	40-60g	60-70g
Potatoes cooked in oil or fat	Raw	70-100g	120-150g
Garlic bread	N/A	20g (1 slice)	40g (2 slices)

### 6.3. Fruit and vegetables

Food type	Raw, dried or cooked	Primary-aged pupils (aged 4-10)	Secondary-aged pupils (aged 11-18)
Vegetables or mixed salad	Raw	40-60g	80g

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)	80g (2-3 tablespoons)
Pulses, including lentils, kidney beans, chickpeas	Dried	15-20g	30g
	Cooked	40-60g (1-2 tablespoons)	80g (3 tablespoons)
Baked beans in tomato sauce	Cooked	50-70g (1-2 tablespoons)	90-100g (3 tablespoons)
Vegetable-based soup	Cooked	200-250g	250-300g
Large-size fruit, e.g. apples, pears, bananas, peaches	Raw	75-100g (1 small sized fruit with skin)	100-150g (1 medium sized fruit with skin)
Medium-size fruit, e.g. satsumas, plums, apricots, tangerines, kiwis	Raw	50-100g (1fruit with skin)	80-100g (1-2 fruits with skin)
Small fruit, e.g. strawberries, raspberries, grapes	Raw	40-60g (10-15 fruits)	80g (15-20 fruits)
Dried fruit, e.g. raisins, sultanas, apricots	Dried	15-30g (½-1 tablespoon)	25-30g (1 tablespoon)
Fruit salad, fruit tinned in juice and stewed fruit	Raw/cooked	65-100g (2-3 tablespoons)	130g (3-4 tablespoons)

#### 6.4. Meat, fish, eggs, beans and other non-dairy sources of protein

Food type	Raw, dried or cooked	Primary-aged pupils (aged 4-10)	Secondary-aged pupils (aged 11-18)
Roast red meat including beef, lamb, pork, veal, venison and goat	Raw	50-80g	80-95g
Roast poultry including chicken, turkey, duck and other dishes made from these products	Raw	60-85g	85-125g
Red meat or poultry in dishes, e.g. casseroles and pies	Raw	50-75g	75-90g
Meat-based soup	Cooked	200-250g	250-300g
White fish, e.g. pollock, haddock and cod, which is cooked alone or in a dish	Raw	60-90g	90-125g
Oily fish, e.g. salmon,	Raw	55-80g	80-110g

sardines and mackerel			
Fish or shellfish, e.g. tuna, salmon, mackerel and prawns, which is served in a salad, baked potato or sandwich	Cooked	50-70g	70-100g
Breaded or battered fish, e.g. fish fingers, fish cakes	Cooked	55-80g	85-95g
Egg served in a salad, baked potato or sandwich	Cooked	1 egg	1-2 eggs
Meat alternatives made from soya beans, e.g. tofu	Cooked	50-70g	70-100g
Pulses, e.g. beans, chickpeas, lentils	Raw	20-25g	40-45g
	Cooked	50-60g (1-2 heaped tablespoons)	100-120g (2-3 heaped tablespoons)
Vegetarian sausages, burgers and nut cutlets	Raw/cooked	50-70g	70-100g
Sausages made from beef, lamb or pork	Raw	50-75g (1 sausage)	75-90g (1-2 sausages)
Burgers	Raw	55-80g	80-100g
Scotch pies, bridies, sausage rolls, etc.	Cooked	80g	110g
Breaded or battered shaped chicken and turkey products, e.g. nuggets	Cooked	50-70g	70-100g

### 6.5. Milk and dairy

Food type	Primary-aged pupils (aged 4-10)	Secondary-aged pupils (aged 11-18)
Lower-fat drinking milk	150-200mls	200-250mls
Milk puddings and whips made with milk	100-120g	120-150g
Custard made with milk	80-100g	100-120g
Yoghurts	80-120g	120-150g
Cheese	20-30g	30-40g

### 6.6. Foods high in fat, sugar and salt

Food type	Primary-aged pupils (aged 4-10)	Secondary-aged pupils (aged 11-18)
Fruit pies, sponge puddings or crumbles	80-100g	100-120g
Fruit jelly (portion size excludes fruit)	80-100g	100-120g

Cakes, tray bakes, muffins, scones, doughnuts	40-50g	50-60g
Biscuits and flapjack	25-30g	30-40g
Ice cream	60-80g	100g
Pizza base	50-70g	80-100g
Gravy	20-30g (1 tablespoon)	40-50g (2 tablespoons)
Savoury crackers, bread sticks	10-15g (1-2 crackers)	15-30g (2-3 crackers)
Condiments	No more than 10g, or 1 teaspoonful	No more than 10g, or 1 teaspoonful

### 6.7. Healthier drinks

Drink type	Primary-aged pupils (aged 4-10)	Secondary-aged pupils (aged 11-18)
Fruit or vegetable juice	150mls	150mls
Drinking milk	150-200mls	200-250mls
Combination drinks, e.g. fruit juice, flavoured milk	330mls	330mls

## 7. Exemptions to the School Food Regulations

7.1. The Requirements for School Food Regulations 2014 do not apply to food that is provided:

- At parties or celebrations to mark religious or cultural occasions.
- At occasional fund-raising events.
- As rewards for achievement, good behaviour or effort.
- For use in teaching in food preparation and cookery skills, provided that any food prepared is not served to pupils as part of a School lunch.
- On an occasional basis by parents or pupils.

## 8. Healthy Eating Statement

8.1. The School will use healthier cooking methods to contribute to healthy eating, such as the following:

- Using less fat in cooking
- Baking foods rather than frying them
- Increasing use of fats/oils that are high in polyunsaturated fats
- Reducing use of sugar in recipes
- Avoiding using additional salt in cooking processes
- Increasing the use of food items containing high amounts of fibre

- 8.2. All menus created will be in accordance with the nutritional standards outlined in [section 3](#) of this policy.
- 8.3. The School will encourage pupils to adopt healthy lifestyles, both through a nutritional diet and regular exercise, during assemblies, PE lessons and personal, social and health education (PSHE).
- 8.4. The School is a member of the Healthy Schools scheme.

## **9. Catering Service Standards**

- 9.1. Menus and prices will be clearly displayed and, where possible, will contain nutritional information.
- 9.2. Menus will adhere to statutory nutritional standards.
- 9.3. Menus will reflect parents' and pupils' preferences, cultural, religious and special dietary needs.
- 9.4. Parents' and pupils' feedback will be encouraged and, where possible, changes made to increase customer satisfaction.
- 9.5. The kitchen and serving areas will be kept clean and tidy at all times, both before, during and after preparation and cooking, in accordance with The Food Safety (General Food Hygiene) Regulations 1995 (as amended).
- 9.6. The catering team will be suitably trained and will have an appropriate recognised qualification in food hygiene.
- 9.7. The catering team will be clean and tidy in appearance and will be courteous to all pupils, staff and parents.
- 9.8. The catering team will adhere to the service times, start and finish, agreed by the Principal.
- 9.9. Service times will be displayed and the service will always commence on time.
- 9.10. Pupils entitled to free School meals will be treated with sensitivity.

## **10. Purchasing Food**

- 10.1. All food items are purchased from reputable suppliers to ensure compliance with quality standards.
- 10.2. The School places stringent contractual demands on catering suppliers in support of legislative requirements and favourable trade operating practices.
- 10.3. All food products and ingredients are checked for acceptability, i.e. nutritional specifications, genetically modified organism requirements and nut ingredients.

- 10.4. All products identified as acceptable for inclusion in our range are compared for ingredient and nutritional value against set specification criteria before being incorporated into the menus.
- 10.5. The School continues to place emphasis on customer response to new products; throughout this process, the School will liaise and consult with the School community, including parents, to ensure acceptable quality.

## **11. Tuck Shop**

- 11.1 The School has a tuck shop which is managed and run by the pupils under close supervision by a teaching Assistant and/or the Vice-Principal. The tuck shop follows School Food Standards selling a range of healthy fruit, vegetables and snacks.

## **12. Acorn Breakfast, After-School and Holiday Club**

- 12.1 Acorn provides healthy breakfast, tea and snack options for children in their clubs which follow the 'Eat Better Start Better' voluntary food and drink guidelines for early years settings.
- 12.2 Acorn liaises with parents to ensure that pupils who are with them for breakfast and tea and at School for lunch have a varied diet.

## **13 Monitoring and Review**

- 13.1 This policy will be reviewed on an annual basis by the Governing Body, or in light of any changes to relevant legislation.
- 13.2 Any changes made to this policy will be communicated to catering providers and parents, where necessary.