



CROSBY-ON-EDEN SCHOOL

“Enjoying achieving; achieving enjoyment”

WHOLE SCHOOL FOOD POLICY

Date Policy adopted by Governors	March 2018
Review date	March 2020
Review schedule	Biennial
Review responsibility	Leadership & Management Sub-Committee
Signed (Head) <i>Ayesha Waleed</i>	Signed (Co-Chair of Governors) <i>Mr J. Ditchburn</i> <i>Dr. M. Briggs</i>

Crosby-on-Eden School

Whole-School Food Policy

1. School Meal Provision

1.1 Introduction

At Crosby on Eden C E Primary School, we are committed to giving all our pupils consistent messages about all aspects of health to help them understand the impact of particular behaviours, and encourage them to take responsibility for the choices they make. This policy should be read alongside the school's PSHE, Drug, and Sex and Relationship policies.

The school supports the '5-A-DAY' campaign to encourage children to eat five portions of fruit and vegetables a day, which has been shown to reduce the onset of certain life-threatening conditions, as well as being helpful in tackling and preventing childhood obesity.

We have used the following approach to identify what areas we need to change to develop a more healthy approach to the issue of food in our school:

- How well are we doing?
- How well should we be doing?
- What more should we aim to achieve?
- What must we do to make it happen?
- What action should we take and how do we review progress?

Our school aims to provide the highest standard of food safety and hygiene. In particular, we will ensure that the food and drink prepared and sold on our premises is both safe and wholesome. We will ensure that legal requirements relating to food safety and hygiene will be complied with fully. We will provide hygienic premises and ensure hygienic equipment is provided for the safe preparation of food.

We will ourselves, or through the use of a carefully selected contractor, put in place documented food safety management procedures based on the principles of HACCP (hazard analysis and critical control point) and follow rules laid out in the Food Information Regulations 2014 with regard to allergens.

The School expects staff to adhere to Procedures in line with our obligations under equality legislation. The Head teacher ensure that all reasonable adjustments or supportive measures are considered to allow equality of access and opportunity regardless of age, gender, ethnicity, sexual orientation, disability, faith or religion, gender identity, pregnancy or marital status.

1.2 Enforcing Authorities

The Enforcing Authority for food hygiene regulations is the Local District Council Environmental Health Department. Under Food Safety Law provisions, Environmental Health Officers (EHO) have the right to inspect all premises classed as 'Food Businesses'. They have the power to issue Improvement notices, and Emergency Prohibition Notices on food businesses that fail to meet proper standards of food safety. Any improvements required by EHO's must be actioned appropriately and within any specified time limits.

1.3 Registration of Premises

As we provide school meals, the school is classed as a 'Food Business' and is registered with the District Council Environmental Health Department. Registration allows the Local Authority to keep an up to date list of all premises operating in their area, and our premises are subject to inspection by an EHO.

1.4 General Requirements and Safe Practice Guidance

The general requirements and safe practice guidance forms part of the KAHSC Code of Practice for Catering which school has fully implemented. The safe practice elements have been sourced and summarised from 'Safer Food, Better Business' produced by the Food Standards Agency. This publication is widely endorsed by the Local Enforcing Authorities and compliance to it will meet statutory duties placed upon us.

1.5 Training

The School Cook, Midday Supervisors, Kitchen Assistant, Teaching Staff and Teaching Assistants are all appropriately trained to the required standard.

1.6 Allergens / Food Information & Labelling

All staff (including temporary staff and contractors) involved in handling ingredients, equipment, utensils, packaging and products are aware of food allergens and the consequences of them being eaten by anyone with a food allergy. Basic allergen training, for staff as appropriate, is provided on the first day of employment and before food handling duties commence. All staff who come into contact with food have been appropriately trained in avoiding cross-contamination of foods by the major food allergens.

The Deputy Headteacher and School Cook will handle all food allergy queries from parents/pupils. Allergy information is listed on the child's Personal Information Form located in the 'Pupil Details' file in the school office and also on the School Register System, Scholarpack, all staff are made aware of this; lists with this information are kept in each classroom and with the School Cook in the Kitchen.

Allergen information is available via our website and this information is in printed form in the kitchen and displayed.

1.7 Fitness for Work

Staff should be fit for work at all times. This means that they must not be suffering from, or carrying, an illness or disease that could cause a problem with food safety. Any staff member who has diarrhoea and/or vomiting should report it to the Headteacher immediately and either stay at home or go home straight away. Staff who have had diarrhoea and/or vomiting should not return to work until they have had no symptoms for 48 hours. People suffering from these symptoms often carry harmful bacteria on their hands and can spread them to the food they touch. Even if the diarrhoea and vomiting have stopped, they can still carry harmful bacteria for 48 hours afterwards.

All staff will sign signed an Agreement to Declare Illness and Infections and Return to Work Questionnaires will be completed by the Headteacher or School Cook before staff are permitted to resume duties.

Staff should tell the Headteacher if they have any cuts or sores and these should be completely covered with a brightly coloured waterproof dressing. Cuts and sores can carry harmful bacteria. Covering them prevents bacteria spreading to food. Wearing a brightly coloured dressing (usually a blue plaster) will allow for this to be easily spotted if the dressing falls into the food.

If staff are not fit for work, move them out of the food handling areas or send them home. Throw away any unwrapped foods they have handled.

1.8 School Cook Responsibilities

The School Cook is responsible for ensuring all foods are prepared in a safe and hygienic manner. This requires the School Cook to:

- Identify the potential food hazards within their operations;

- Implement effective control and monitoring procedures at those points critical to food safety (the nature and complexity of these will depend on the nature and complexity of the operations);
- Co-operate fully with EHO's and any officer designated by the LA to carry out inspections of food premises/activities or any other investigations;
- Ensure requirements following inspection from EHO's and any officer designated by the LA to carry out inspections of food premises are dealt with and within any specified time limits;
- Ensure all staff handling food receive the appropriate training commensurate with their duties;
- Ensure where employing outside contractors to run/provide food facility on our behalf, they comply with the provisions of this policy and guidance.
- Ensure that where people using our services are involved in food preparation and handling, proper hygiene and safe practices are maintained. The responsible manager should assess the service user's capabilities in relation to the tasks undertaken, in order to avoid any risk arising from poor hygiene.

1.9 Staff Responsibilities

All staff who buy, prepare or handle food as part of their work activities must:

- Follow the control measures which have been identified as critical to food safety;
- Ensure standards are maintained by their own actions in accordance with the safe practice guidance;
- Report any symptoms of ill health to the Headteacher
- Undertake the relevant training as instructed by the Headteacher
- Inform the Headteacher of any concerns relating to the safety of food being prepared or served.

2. Rationale

Crosby-on-Eden is a healthy school. It is important that we consider all elements of our work to ensure that we promote health awareness in all members of the school community. We can provide a valuable role model to pupils and their families with regard to food and healthy-eating patterns.

Through effective leadership, the school ethos and the curriculum, all school staff can bring together all elements of the school day to create an environment which supports a healthy lifestyle.

- An environment has been created, physical and social, conducive to the enjoyment of nutritious food.
- The dining area is safe, pleasant, attractive and clean. There are sufficient experienced midday supervisors who ensure pupils have sufficient time to eat.
- Good manners and respect for fellow pupils is encouraged and expected.

3. Aims and Objectives

- To ensure that we are giving consistent messages about food and health
- To give our pupils the information they need to make healthy choices
- To promote health awareness
- To contribute to the healthy physical development of all members of our school community
- To encourage all children to take part in the '5-A-DAY' campaign

4. Settings for Food Policy

We do not use vending machines in our school. Currently we do run a fruit tuck shop where fresh and dried fruit only is sold.

5. Snacks

All our under-5s are entitled to free milk which is organised by the Foundation stage teacher. All FS and KS 1 classes include a morning break-time snack of cut and washed fruit to all children, which is shared in a family setting for all nursery and Reception class members. Children are given responsibility for passing the fruit to others and for helping to clear away. KS2 children bring fruit which they eat at playtime, or buy fruit from the fruit tuck shop — no other snack is allowed during break unless a child has a medical condition which requires them to have another type of snack.

6. School Lunches and Packed Lunches

All our school meals are provided in house by our School Cook who has a healthy-food policy as part of their remit. This includes the use of fresh fruit and vegetables each day as a choice for the children. All meals, including desserts, are cooked on site; main meals and desserts pay regard to nutritional balance and healthy options.

Many children bring packed lunch to school. We regularly include newsletter items about the contents of these and we do not allow sweets, chocolate bars or fizzy drinks.

7. Children with Special Dietary Needs

All members of staff are made aware of any medical/allergic conditions of individual children through staff meetings, discussion and clearly displayed notices in the classroom. Information relating to individual needs is discussed with all parents before their child's admission into school.

8. Hygiene

Children are always reminded about the importance of hand washing before eating or handling food.

Whenever children work with food in the classroom, they are helped to follow basic hygiene routines including; wearing a food preparation apron, using clean equipment, always washing hands before and after working with the food and using an individual spoon etc. when tasting food.

9. Water for All

Cooled water is freely available throughout the school day to all members of the school community. No water fountains are located inside toilet blocks. Every child provides a cup, with a handle, which is located on a hook in the classroom for their own use. Children may drink water at any time except during assembly.

10. Food across the Curriculum

From September 2014, a New National Curriculum was introduced. The main change to the PSHE Food curriculum includes the introduction of Food Technology and hygiene throughout the school.

In FS, KS 1 and KS 2, there are a number of opportunities for pupils to develop knowledge and understanding of health, including healthy-eating patterns and practical skills that are needed to understand where food comes from such as shopping, preparing and cooking food.

Literacy provides children with the opportunity to explore poetry, persuasion, argument and narrative work using food and food-related issues as a stimulus, e.g. writing to a company to persuade them to use non-GM foods in children's food and drink etc.

Maths can offer the possibility of understanding nutrition labelling, calculating quantities for recipes, weighing and measuring ingredients.

Science provides an opportunity to learn about the types of food available, their nutritional composition, digestion and the function of different nutrients in contributing to health, and how the body responds to exercise.

RE provides the opportunity to discuss the role of certain foods in the major religions of the world. Children experience different foods associated with religious festivals.

ICT can afford pupils the opportunity to research food issues using the internet and other electronic resources. Pupils design packaging and adverts to promote healthy food choices.

Food Technology as part of DT provides the opportunity to learn about where food comes from and apply healthy-eating messages through practical work with food, including preparation and cooking. PSHE encourages young people to take responsibility for their own health and well-being, teaches them how to develop a healthy lifestyle and addresses issues such as body image. Pupils are able to discuss issues of interest to young people, e.g. advertising and sustainable development.

Music can provide pupils with knowledge about different properties of cooked and uncooked foods where pulses and grains are used in unpitched percussion instruments.

Geography provides a focus on the natural world and changing environment, offering the chance to consider the impact our consumer choices have on people across the world who rely on growing food as their source of income.

History provides insight into changes in diet and food over time.

Physical Education provides pupils with the opportunity to develop physically and to understand the practical impact of sport, exercise and other physical activity such as dance and walking.

School visits provide pupils with activities to enhance their physical development, e.g. to activity centres.

Extra-curricular learning incorporates cookery clubs; including the highly popular 'Crosby Bake Off'.

Forest Schools

Our innovative Forest Schools programme provides children with an exceptional and unique opportunity to go through the full process of planning, preparing and cooking food in the great outdoors over an open fire (linking in with Maths to planning portion quantities, measuring, etc.).

11. Partnership with Parents and Carers

The partnership of home and school is critical in shaping how children and young people behave, particularly where health is concerned. Each must reinforce the other. This is not always easy but our school is well placed to lead by example.

Parents and carers are regularly updated on our water and packed-lunch policies through school and class newsletters. We ask parents not to send in fizzy drinks and we remind them that only water may be drunk during the school day, except when on a forest school visit where they may be offered juice, squash or hot chocolate.

During out-of-school events, e.g. school discos etc., the school will encourage parents and carers to consider the food policy in the range of refreshments offered for sale to the children.

12. Role of the Governors

Governors monitor and check that the school policy is upheld and can also offer guidance where a member of the body has particular expertise in this area.

13. Monitoring and Review

Class teachers and subject leaders are responsible for the curriculum development of the food policy. The Headteacher and PSHE Co-ordinator are responsible for supporting colleagues in the delivery of the food policy.

This policy will be reviewed on a biennial basis to take account of new developments.