



# **TEAM Multi-Academy Trust**

## **Whole School Food Policy**

This Policy was adopted by the TEAM Multi-Academy Trust  
Board of Trustees on

Date: 17/06/2024

Signed: Paul Ginnings (on behalf of the Board of Trustees)

Signed: Ian Thomas (Trust Chief Executive Officer)

Next Review Due: Summer 2028

## 1.0 Introduction

- 1.1 Our Whole School Food Policy is designed to play a vital role in our strategic approach, giving pupils consistent and accurate messages about healthier choices and lifestyles, developing their understanding of the effects of particular behaviours on health, and enabling them to make informed choices about the food they eat. Pupils need support to understand the positive aspects of eating healthily, and through our whole-school approach, we will guide them in their learning, including providing a high standard of food environments during the school day.
- 1.2 The Trustees, Local Governing Body (LGB) and Staff of TEAM Multi Academy Trust (Trust) are committed to equality of access and participation for all when receiving food education, and during the consumption of food and drink. Moreover, we believe that only through a whole-school approach and a shared philosophy on all aspects of food and drink can a supportive environment be created, where pupils can thrive, where key messages about healthy food and drink can be effectively taught, and where pupils can develop healthy eating habits. Indeed, the Whole School Food Policy plays a crucial role in creating and embedding a culture and ethos of healthy eating within our trust.
- 1.4 The policy is overseen by the Senior Leadership Team (SLT), including the Chief Executive Officer (CEO) and Trustees, the LGB, and the Head of School (HOS).
- 1.5 Implementation of the policy is the responsibility of all trust staff members and will be incorporated into the curriculum planning.
- 1.6 The underlying principles of this policy are based on current government legislation, standards, and recommendations, as well as on current evidence-based findings and procedural advice, contained within:
- The Food Safety Act 1990  
[\[https://www.legislation.gov.uk/ukpga/1990/16/contents\]](https://www.legislation.gov.uk/ukpga/1990/16/contents)
  - The Food Safety and Hygiene (England) Regulations 2013  
[\[https://www.legislation.gov.uk/uksi/2013/2996/contents\]](https://www.legislation.gov.uk/uksi/2013/2996/contents)
  - The Education Act 1996, as amended (Sections 512, 512ZA, 512ZB, 512A, 512B and 533) [\[http://www.legislation.gov.uk/ukpga/1996/56/contents\]](http://www.legislation.gov.uk/ukpga/1996/56/contents);
  - The School Standards and Framework Act 1998 (Section 114A)  
[\[http://www.legislation.gov.uk/ukpga/1998/31/contents\]](http://www.legislation.gov.uk/ukpga/1998/31/contents);
  - The Health and Safety at Work Act 1974  
[\[https://www.legislation.gov.uk/ukpga/1974/37/contents\]](https://www.legislation.gov.uk/ukpga/1974/37/contents);
  - The Requirements for School Food Regulations 2014 (2014 No. 1603 Education, England)  
[\[https://www.legislation.gov.uk/uksi/2014/1603/contents/made\]](https://www.legislation.gov.uk/uksi/2014/1603/contents/made)
  - The Food Information Regulations 2014  
[\[https://www.legislation.gov.uk/uksi/2014/1855/contents/made\]](https://www.legislation.gov.uk/uksi/2014/1855/contents/made);
  - The Sustainable Procurement the Government Buying Standards  
[\[https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs\]](https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs);

- The Food Industry Guide to Good Hygiene Practice – Catering Guide – UK Hospitality Guidance [<https://app.sheepcrm.com/ukhospitality/digital-docs/industry-guide-to-good-hygiene-practice-download/>]
- Checklist for School Food Meals [<https://www.gov.uk/government/publications/school-food-standards-resources-for-schools>];
- The School Food Plan [<https://www.schoolfoodplan.com>];
- The School Food Standards, 26 March 2019 [<https://www.gov.uk/government/publications/school-food-standards-resources-for-schools>]
- Guidance School Food in England, 23 June 2023 [<https://www.gov.uk/government/publications/standards-for-school-food-in-england/school-food-in-england>];
- Guidance School Food Standards Practical Guide, 07 February 2023 [<https://www.gov.uk/government/publications/school-food-standards-resources-for-schools/school-food-standards-practical-guide>];
- Safer Food Better Business for Caterers (Food Standards Agency) [<https://www.food.gov.uk/business-guidance/safer-food-better-business-for-caterers>].

## 2.0 Aims and Objectives

- 2.1 Our trust's overriding aim is to ensure that our pupils have access to a wide variety of nutritious foods, protect those who are nutritionally vulnerable, and promote good eating behaviour.
- 2.2 Compliance with The Requirements for School Food Regulations 2014 [<https://www.legislation.gov.uk/ukxi/2014/1603/contents/made>] is mandatory for all schools, including academies. These Regulations, which came into force on 1st January 2015, set out the requirements for school meals provided to registered pupils, whether on the trust premises or not, and to any other person on the trust premises. This includes wrap-around care, mid-morning breaks, meal-times and food provided on off-site trips.
- 2.4 Full details and guidance are available at:
- [<https://www.gov.uk/government/publications/standards-for-school-food-in-england/school-food-in-england>]
  - [<https://www.gov.uk/government/publications/school-food-standards-resources-for-schools>]
- 2.5 Compliance with the Regulations and the current legislation, procedural advice and recommendations detailed in section 1.6 will be achieved through the following objectives:
- Ensure all food prepared in trust schools is fully compliant with the School Food Standards, in line with the latest government legislation;

- Ensure that food provided as part of the trust's wrap-around care, mid-morning breaks, and food provided on off-site trips complies with the standards for school food other than meals. [<https://www.gov.uk/government/publications/school-food-standards-resources-for-schools>];
- Ensure our Trustees and LGB hold the trust accountable and support the SLT and HOS in embedding best practices in food education and provision, as part of our duty of care to everyone in our establishment. Monitoring and reviewing our meal service will be carried out regularly, with a focus on the child's perspective, so as to provide the best possible dining experience for all of our pupils;
- Ensure our food education and provision are fully inclusive, catering to all members of the school community, including children with Special Educational Needs and Disabilities (SEND).
- Pupils, parents and caregivers will be consulted about food choices through annual surveys.
- To encourage staff to be positive role models by eating and drinking healthily during the school day;
- We aim to maximise the uptake of Universal Free School Meals (UFSM) for Reception, Year 1, and Year 2 pupils, Free School Meals (FSM) for eligible pupils, and paid school meals. We will encourage parents and caregivers to apply for FSM by offering support with registration if needed and promoting school meals through our newsletter, school websites etc.;
- To encourage parents and caregivers to provide their child with a healthy packed lunch, if their child does not have a hot school meal. We do not allow fizzy or sugary drinks, sweets, confectionary or nuts of any kind, or chocolate bars;
- To involve the entire school community and inform families that breaktime snacks and hot school meals are part of our educational commitment and that learning to enjoy a balanced diet is integral to the learning experience. This promotes a clear message about the healthy food and drink we provide, and allows families to reinforce these habits and principles at home;
- To ensure that all aspects of food provision, food education, and nutrition contribute in a high-quality and consistent manner to the health, well-being, and positive educational outcomes of our pupils (including behaviour, concentration, and learning outcomes) and across the school community;
- To ensure pupils are well-nourished at school, and whilst on off-site trips;
- To enable pupils to make healthy food choices through the provision of high-quality education, and safe, healthy and nutritious food, such as fresh fruit, vegetables and a vegetarian meal option being provided daily as part of the school meal menu.

This also includes providing information to parents and caregivers about the importance of providing healthy packed meals for those pupils not having a school meal;

- To promote the importance of good hydration to pupils' health and education. Water is recommended as the drink of choice for all pupils and we allow pupils to bring in their own water bottles, whilst also ensuring pupils have access to an available clean water supply throughout the school day;
- To provide curriculum activities and opportunities for pupils to increase their knowledge and understanding about healthy eating. This will empower pupils to develop appropriate skills, challenge attitudes, and learn about the link between good nutrition and a healthy lifestyle;
- To increase pupils' knowledge of food production, including farming and local food producers, and to enable pupils to learn how to grow foods, e.g. fruits and vegetables;
- To promote the physical and emotional well-being of all of our pupils;
- To ensure that food provision in the school reflects the ethical, religious, cultural, medical and dietary requirements (food allergies and intolerances) of individual pupils and staff;
- To create a sociable and pleasant environment for pupils and staff to enjoy their meals, promoting family values and full inclusivity while respecting multi-cultural values, and ensuring that pupils with home-packed meals are not segregated from those with school prepared meals;

### **3.0 Meeting Our Objectives**

3.1 We will meet our objectives by:

- Ensuring food provided both in school and for off-site trips is nutritionally healthy and conforms to the requirements of current legislation and the School Food Standards;
- Assign trust food oversight to a trustee committee and regularly share evidence of compliance with the School Food Standards and current legislation;
- Include compliance with the School Food Standards in catering personnel contracts;
- A commitment for a cook / catering manager to inform the Trust Business Manager of any food poisoning affecting two or more pupils on the premises. Additionally, in accordance with the Early Years Foundation Stage (EYFS) Framework, we must report to Ofsted within 14 days any food poisoning cases affecting two or more

EYFS-aged pupils originating from a school. More information can be found here: [\[https://www.gov.uk/guidance/report-a-serious-childcare-incident\]](https://www.gov.uk/guidance/report-a-serious-childcare-incident).

- As part of the monitoring process, provide support, appraisals, annual procedure checks, dining provision reviews, and relevant information for catering staff.
- Ensure all staff directly involved in food preparation receive relevant training and maintain up-to-date certification in food safety and hygiene. This training ensures appropriate food safety precautions, availability and use of suitable equipment and protective clothing, and control of food safety hazards. Additionally, other trust staff, not directly involved in food preparation will be trained on adopting a 'whole school approach' to food, including mealtimes, through staff meetings and other training opportunities.
- Providing all pupils with opportunities to learn about food, nutrition, and age-appropriate practical cooking skills within our curriculum, in accordance with current legislation. This is outlined in our Whole School Curriculum Risk Assessment RRAA21, including the EYFS, Key Stage 1 (KS1), and Key Stage 2 (KS2) curriculums. These curriculums incorporate sustainability, use of locally-sourced ingredients, cultural experiences through food, and the link between good eating habits and mental health;
- Educating pupils, trust staff, governors, parents and carers about the link between healthy eating and the associated educational, health, and well-being benefits is a priority. The Whole School Food Policy will be promoted in our school newsletters, websites, social media, prospectus, assemblies, parents' evenings, trust events, and within staff and governor meetings;
- Establishing food based extra-curricular provision during the school year, such as cooking and growing clubs;
- Encouraging parents and caregivers to use non-food rewards, such as stickers, instead of sweets or cakes to celebrate birthdays. This approach helps protect pupils with food allergies and intolerances during the school day;
- Ensuring parents and carers provide information about their child's dietary needs at enrolment, with annual updates to records. Parents and carers should promptly inform a school administrator of any new food allergies or intolerances. This information will be clearly displayed for all staff and reviewed regularly. Close attention will be taken to prevent pupils with food allergies or intolerances from coming into contact with allergens;
- Additionally, under Section 100 of the Children's and Families' Act 2014, [\[https://www.legislation.gov.uk/ukpga/2014/6/contents/enacted\]](https://www.legislation.gov.uk/ukpga/2014/6/contents/enacted), schools have a duty to support pupils with medical conditions. We understand that some pupils may need special diets that do not align with our food policy. In such cases, parents

and caregivers must inform us fully. Individual Health Care Plans (IHCP) will be created for these pupils, detailing symptoms, adverse reactions, and emergency actions. All staff will be informed about specific pupils with special dietary needs;

- Ensuring that we provide a welcoming 'family dining' environment with pupils sitting with a friend and mixing with pupils from other classes. Additionally, we will continue to work hard to try to keep noise levels acceptable and promote good table manners at all times;
- Ensuring pupils have a healthy snack at breaktime, such as fresh fruit, vegetables or brown bread. These snacks are provided free of charge for pupils aged 4 to 7 years old in Reception and KS1, under the School Fruit and Vegetable Scheme (SFVS) [<https://assets.nhs.uk/prod/documents/SFVS-factfile-2017.pdf>];
- Encouraging healthy home-packed lunches and providing clear guidance to parents and carers about what should be included in a healthy packed lunch. Parents and carers are encouraged to keep packed lunches refrigerated until taken to school and to use insulated cool bags and/or small ice packs;
- Encouraging healthy hot meals where possible to ensure pupils have at least one hot meal daily;
- Encouraging pupils to try new foods by ensuring each food item is served to every pupil having a school meal, as pupils are more likely to taste foods once they are on their plate;
- Ensuring meal time staff recognise when a pupil with a home packed lunch has finished eating, and leave any uneaten food in the lunch box for the parents to see later that day. Additionally, ensuring that pupils are not made to stay at the table after others have left if they refuse to eat certain items of food. In these circumstances, staff will work in partnership with families to support them with pupils who are showing signs of 'faddy or fussy eating' and signpost them for further advice, for example: [<https://infantandtoddlerforum.org/health-and-childcare-professionals/factsheets/>]
- Ensuring that pupils receiving free school meals, bringing packed lunches, or having special dietary requirements are not stigmatised. For example, we do not separate pupils with packed lunches from those having hot school meals;
- Parents and caregivers are asked to provide water bottles for their children, refilled daily. If pupils come to school without water, cups are provided in each classroom and pupils are encouraged to drink water regularly throughout the day. We will ensure that reusable water/drinks bottles and cups are washed at least daily, or between persons using them, with hot water and detergent;

#### 4.0 **Monitoring and Evaluation**

4.1 The Trustees will review the Whole School Food Policy every three years and will monitor and evaluate progress to ensure all pupils learn the importance of healthy eating through the following actions:

- The Premises Committee will include a standing agenda item to review and ensure compliance with current legislation and School Food Standards.
- The Catering Liaison Person will annually provide an audit summary for all schools within the Trust. This summary will demonstrate the implementation of the Whole School Food Policy, including monitoring and progress evaluation.
- The SLT and LGB will consult with pupils, parents, carers, and trust staff to ensure a safe, calm, happy, and healthy mealtime experience, gathering feedback via annual surveys.
- Meal uptake will be monitored throughout the academic year, and healthy school meals will be promoted to help pupils get the best start during their primary school journey.