

ICS FOOD POLICY

Policy area: 2 – Facilities

Date last revised: August 2017

Date established: Sept 2013

Date of next revision: August 2019

This policy will be reviewed in full by the Head of School every two years, or more frequently if there are changes in policy and procedure. This procedure was last reviewed and agreed by the Head of School in August 2017. It is due for review in August 2019.

Signed

Rose Threlfall

Head of School

Date: 23/08/17

Overview

Policy statement

ICS takes seriously its responsibility to inform students about healthy eating and to help them to make wise choices about what they eat and drink. We ensure that all aspects of food and drink in school promote the health and well-being of students at our school.

Rationale

Our belief is that a balanced, healthy, nutritious diet is important for the development of a child's physical state, as well as for his or her intellectual abilities. Feeding the body with the proper nutrients helps fuel the mind to be more receptive to learning new skills.

ICS will be as transparent as possible with families in regard to the types of support needed and the fees associated with this support.

Applicability

This policy applies to all ICS staff, parents and students.

Statutory guidance

School Food in England DfE (July 2016)

The Requirements for School Food (England) Regulation (2014)

The Food Information Regulations 2014 (SI 2014/1855)

EU Food Information for Consumers Regulation (No. 1169/2011)

School food in England – Departmental advice for governing bodies (January 2015)

Access

This policy is available on request from the school offices. We also inform parents and guardians about this policy when their children join ICS, through our newsletters and our website.

The policy is provided to all staff (including temporary staff and volunteers) at induction alongside our ICS Professional Code of Conduct.

Failure to comply

The health and wellbeing of our staff and students is important to us. Staff are expected to be familiar with this policy, and failure to abide by it will result in intervention by the Senior Leadership Team.

ICS food policy

1 School lunches

1.1 The school provides a simple hot lunch for students each day. The catering staff use fresh ingredients wherever possible. Food is prepared with the health and well-being of students as its prime concern. The school recognises nutritional standards for school meals and non-school meal food provided in school. The school through its caterer offers the following food groups as part of the school meal:

- **Fruits and vegetables**
Not less than two portions per day per child, at least one of which is salad or vegetables, and at least one of which is fresh fruit, fruit tinned in juice or fruit salad (fresh or tinned in juice). A fruit-based dessert is available every day.
- **Protein (these include fish (whether fresh, frozen, canned or dried); eggs; pulses; and beans)**
 - Secondary School also offers meat and or fish twice weekly
A food from this group is available on a daily basis with the exception of Meat Free Mondays.
- **Manufactured/processed products**
Where possible the school provides lunches free from manufactured/processed products. However, manufactured products may be served occasionally as part of school lunches.
- **Starchy foods these include all bread (e.g. chapattis), pasta, noodles, rice, potatoes and sweet potatoes**
A food from this group is available on a daily basis. Fat or oil is not used in the cooking process of starchy foods on more than one day in any week. Every day that a fat or oil is used in the cooking process of starchy foods, a starchy food for which fat or oil is not used in the cooking process is also available. In addition, bread is available on a daily basis.
- **Deep fried products**
Meals will not contain more than two deep fried products in a single week. This includes products which are deep-fried in the manufacturing process.
- **Milk and dairy foods includes milk, cheese, yoghurt**
A food from this group is available on a daily basis.
- **Drinks**
There is always easy access to free, fresh drinking water. In addition, in the Secondary School, fruit juices are available with lunch and milk is provided in the Primary School

- **Confectionery and savoury snacks**
Confectionery, chocolate and chocolate-coated products (excluding cocoa powder used in chocolate cakes, or low calorie hot drinking chocolate) are not be available throughout the lunch time.

2 Staff and visitors

- 2.1 Staff and visitors are encouraged to eat at the school, and to model balanced choices for students. Staff pay for lunch at a subsidised rate. Adults eating at the school are reminded that the food is prepared with the health and well-being of students as its prime concern. The catering staff are under specific instructions to prepare food for the age of children in the school.

3 Food and the curriculum

- 3.1 The school will include work associated with healthy balanced diets in its Curriculum.

4 Packed lunches (provided by the school or from home)

- 4.1 The school provides information on healthy foods that should be included in lunch boxes from home and by the school. See *Appendix A – Guidelines for Packed Lunches*.

5 Snacks and break-times

- 5.1 During morning break-time many children like to have a snack. We ask them to bring in a healthy snack, such as a piece of fruit. We encourage children to bring a small bottle of water to school daily, which they may refill during the day. Children are not allowed to have chocolate, sweets, gum, crisps or fizzy drinks during school hours or on school premises.

6 Birthdays

- 6.1 Many parents and guardians request that children have a small celebration at school, and send in a cake/goodie bags. We ask that parents/guardians contact the class teacher at least 1 week in advance to set this up. Celebrations should last around 15 minutes and should not interrupt the class routine. Parents/guardians are welcome to attend. It is most convenient for the teacher if they send in individual cakes e.g. cup-cakes, and find out whether any children in the class have food allergies, so that they can accommodate the whole class.

7 Partnership with stakeholders

- 7.1 Students, parents and staff are encouraged to feedback on school food, and to offer constructive suggestions for menus. The catering manager is available at all times, and parents are welcome to pop in for lunch by appointment. In addition, the catering manager will meet with stakeholders each time the menu is changed, in order to review it.

8 Allergies

- 8.1 All parents must give details of any food allergies that students may have during the admissions process. The school and kitchen will keep a photographic record of all students with allergies.
Any parent with a child that has allergies to the food groups must contact AIP's Quality Assurance Manager, directly requesting an allergy menu request form so they can fill out all details. It is the parent's responsibility to provide all medical information directly to Amy and at this point a specific menu will be compiled for your child if required. If the allergy is severe we will only feed your child a jacket potato meal until all information is shared with AiP.
The school and kitchen will keep a photographic record of all students with allergies.
- 8.2 The catering staff will provide information on the 14 major allergens in writing and by explaining to adults and students. All written mandatory allergenic information will be easily visible, clearly legible and not obscured in any way.
- 8.3 Where an individual cannot make a safe dietary choice (e.g. child in Reception), the caregiver will provide them with food which is safe for their consumption.
- 8.3 Adults with food allergies must inform the catering staff of their allergy before they are served and staff will inform them about the ingredients used.

9 Hygiene

- 9.1 The school will ensure their catering staff are trained, at least, to Basic Food Hygiene Standards.

10 The dining room environment

- 10.1 The school will provide a safe and healthy eating environment for students, staff and visitors having lunch at the school.

- 10.2 The school will provide a clean, sociable environment, indoors and out, for children to eat their lunch.
- 10.3 Lunchtime supervisors will help any children who have concerns or cause concern during meal time, e.g. children who may have problems eating their lunch, spill or drop their lunch, cannot find a place to sit, do not eat their lunch or skip lunch, etc.
- 10.4 If children are unsure of what the meal, or any meal item, is, they can ask the caterer or supervisory assistant to explain.
- 10.5 The school uses sensitive encouragement to make food enjoyable. We give students information about food, encourage them to try, and allow them to make the final decision about what or how much they will eat. We do not force children to eat, nor reward them for doing so (however, we might reward children for trying new food experiences).

Appendix A

Guidelines for packed lunches

The school recognises the benefits of a well-balanced hot school meal for children, in the middle of the day, and would recommend to parents that this as the best option. However, some parents decide to send in a packed lunch from home. The school will give the children a school prepared packed lunch no more than once per week.

Please note the following recommended guidelines set out by the British Nutrition Foundation.

A child's lunch should include only the following:

- A portion of starchy food, e.g. wholegrain bap/bread, sesame seed pitta bread, plain crackers, pasta or rice salad
- Fresh fruit and vegetables, e.g. apple/orange/banana, cherry tomatoes, carrots sticks, mini fruit chunks, etc.
- A portion of milk or dairy food, e.g. cheese, plain/fruit yoghurt, etc.
- Small portion of protein, e.g. lean meat, fish or alternative, e.g. two slices of ham, chicken, beef, Quorn, cheese, tuna, egg or hummus, etc
- Water

In addition, the school requests that parents do not include the following items in packed lunches:

- Sweets, chocolate, etc.
- Crisps or any packets of savoury snacks high in salt and fat
- Fizzy drinks/sugary drinks
- Sweet cakes, e.g. sugary cakes, doughnuts, etc.
- Sweet nut bars, etc.
- Foods containing salted nuts, etc.
- Packets of salted nuts

Parents who have difficulty following these guidelines are requested to contact the school.

Parents are advised to include an ice pack. Food products, prepared and stored in ambient temperatures, can after a period of between two to four hours, have increased levels of bacteria in them, which may be harmful to your child. Although the school provides ambient storage facilities, the school cannot take legal responsibility for foods prepared at home and then brought into school.

References

The Requirements for School Food (England) Regulation (2014)

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/286507/Revised standards for food in schools - Draft regulations.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/286507/Revised_standards_for_food_in_schools_-_Draft_regulations.pdf)

The Food Information Regulations 2014 (SI 2014/1855)

<http://www.legislation.gov.uk/uksi/2014/1855/made/data.pdf>

EU Food Information for Consumers Regulation (No. 1169/2011)

[http://ec.europa.eu/food/food/labellingnutrition/foodlabelling/proposed legislation en.htm](http://ec.europa.eu/food/food/labellingnutrition/foodlabelling/proposed_legislation_en.htm)

School food in England – Departmental advice for governing bodies (July 2016)

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551813/School food in England.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551813/School_food_in_England.pdf)