



## Whole School Food Policy

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Prepared By	Approved By	Reviewed & Revised	Reviewed By	Next Review
Food Services Manager (FSM)	ESC – 2011	Updated Oct 2022	FSM/DOL	Sep 2024

## 1 Overview

- 1.1 At Tanglin Trust School, we know that knowledge and understanding of nutrition is essential for good health.
- 1.2 Aside from the obvious physical benefits to be gained, we recognise that there is a connection between a healthy, balanced diet and a child's ability to learn and play effectively to achieve their full potential.

## 2 Guiding Principles

- 2.1 The whole school policy applies to food being sold during the school day on the school site. It influences the choices of food available for consumption at break and lunchtimes.
- 2.2 The policy applies to:
  - pupils
  - teaching and non-teaching staff employed by the school
  - parents (particularly parent helpers)
  - Governors of the school

## 3 Objectives of This Policy

- 3.1 To provide our students and staff a healthy range of nutritious, ethically sourced food during the school day
- 3.2 To educate our students on the importance of healthy eating
- 3.3 To limit exposure to food allergens
- 3.4 To promote the safe packing of home-packed lunches

## 4 Management of Food

- 4.1 We have developed a coherent healthy eating policy, which is overseen by a Food Services Manager (FSM).
- 4.2 The Food Services Manager works closely with the school caterer, Chartwells, to ensure a healthy balance of food items is offered to students and staff, while maintaining quality and quantity.
- 4.3 The FSM ensures that the catering provided complies with all statutory requirements and that the School Leadership Team is consulted on matters relating to external food services.
- 4.4 The FSM is a first point of contact with parents.

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## 5 Staff Training

- 5.1 The staff working within the Junior and Senior canteens are from Chartwells, a recognised international catering organisation. All staff are trained in Basic Food Safety and Hazard Analysis and Critical Control Point (HACCP). They benefit from annual refresher training.
- 5.2 HACCP is a food safety system based on a systematic preventive approach that addresses physical, chemical and biological hazards, rather than an inspection at the finished product stage. It is used in the food industry to identify potential food safety hazards so that key actions known as Critical Control Points (CCPs) can be taken to reduce or eliminate the risk of hazards being realised.

## 6 Hygiene Standards

- 6.1 The equipment used in the school canteen is tested by the National Environment Agency (NEA) for hygiene levels.
- 6.2 Currently all food outlets are certified with the highest grade possible, an A.
- 6.3 These inspections take place intermittently throughout the year and are implemented on a surprise basis, thus ensuring constant vigilance by all staff to ensure hygiene levels are maintained.

## 7 External Suppliers

- 7.1 All food and drink items ordered by Chartwells are supplied by government-approved vendors.

## 8 Process of Selecting Menus

- 8.1 The menus are compiled on a monthly basis with the expertise of Chartwell's dietician and nutritionist to ensure a healthy balance in daily eating habits and that the requirements of the food policy are met. We aim to ensure that:
  - the school strives to be a nut free facility
  - no carbonated beverages are served to students during the school day but are available to all students and staff after 3 pm
  - the School caters for Vegetarians, Gluten Free, Dairy Free, Egg free and Halal.
- 8.2 We cannot cater for students or staff with other special dietary needs or anyone who has an allergic reaction to a particular food.

## 9 School Lunches

- 9.1 The School has developed a healthy and welcoming dining room environment.
- 9.2 Displays and food are labelled, healthy eating is promoted, cold water is readily available, queuing arrangements are appropriate and students have adequate time to purchase and eat meals.

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## 10 School Canteen Meals

- 10.1 The School currently serves seven hot meal options and two packed lunch options for Junior School Children. They can enjoy their snacks and pre-ordered meals in a comfortable 'sit-down' dining facility.
- 10.2 The Senior School Canteens currently serve eight varied lunch options and an array of healthy snacks during the respective breaks.
- 10.3 Although the school strives to provide a nut-free menu, it cannot control or guarantee the food brought in from home.

## 11 Packed Lunches

- 11.1 Pupils wishing to have packed lunches for a particular reason may of course do so. Our guidance is as follows:
- a portion of starchy food, e.g. wholemeal bap/bread, 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 dairy food, e.g. cheese, plain/fruit yoghurt, etc.
  - a small portion of lean meat, fish or alternative, e.g. two slices of ham, chicken, beef, Quorn, cheese, tuna, egg or hummus, etc.
  - a drink - fruit juice (not fizzy), water (not flavoured), milk (not flavoured)
- 11.2 Parents are advised to include an ice pack in lunch boxes. 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. The school will not take legal responsibility for foods prepared at home and then brought into school.
- 11.3 In addition, the school requests that parents do not include the following items in packed lunches:
- foods containing nuts or traces of nuts
  - sweets, chocolate, etc.
  - crisps or any packets of savoury snacks high in salt and fat
  - fizzy/sugary drinks
  - sweet cakes, e.g. sugary cakes, doughnuts, etc.

## 12 Fair Trade/Ethical Sourcing

- 12.1 We are committed to reviewing the source of food on an annual basis, if it is cost effective to do so.
- 12.2 This process is reviewed constantly by the FSM.

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## 13 Food in the Curriculum

13.1 There are many opportunities to develop pupils' knowledge, understanding and experience of both a variety of foods and healthy, balanced eating, across the curriculum. We actively seek to do this and develop cross-curricular links where appropriate in the following areas:

- Art, e.g. observation drawings of food, healthy eating poster design
- Personal Social and Health Education, e.g. nutrition
- English, e.g. food diaries, following instructions
- Geography, e.g. what food grows where, food miles, transporting food, waste
- History, e.g. past diets, discoveries of foods
- Maths, e.g. weights and measures
- Physical Education, e.g. links between healthy eating and exercise
- Science, e.g. effects of heat on food, plant growth, nutrition

13.2 A 'Food Forum' in the Senior School has been formed and meets with the FSM on a monthly basis. There are plans to create a similar committee in the Junior School.

13.3 There is a Parent Food Forum that meets on an ad hoc basis to discuss any parent concerns, share ideas and look at ways to improve the Junior School Food offer.

13.4 The school offers a cooking CCA, which is one of the most over subscribed after-school clubs. The children gain knowledge of healthy foods and also experience cooking local foods, as well as other cultural dishes.

## 14 Official School Events

14.1 While the school strives to adhere to a healthy food policy, there may be some events where it is more difficult to monitor and control the sale of certain food and drink items. Such events include:

- PTA Fair
- Charity bake sales
- Christmas fair
- School discos
- House pizza days

## 15 Communication/Promotion

15.1 We have several mediums through which we promote healthy eating during the school day:

- In Touch: a weekly newsletter sent out to parents by email
- Online menus: Traffic Light (nutritional breakdown)
- Admissions Booklet: Foodservices Information
- Television screens throughout the school

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