



Including local arrangements for:

OAK TREE SCHOOL

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Aims and purpose of the policy

Maiden Erlegh Trust's Whole Trust Food Policy relates directly to the promotion of healthy eating in each of our school settings, to enhance the learning environment of our student/pupils.

Safeguarding and promoting the welfare of student/pupil's is everyone's responsibility. In order to fulfil this responsibility effectively, all professionals should make sure their approach is student/pupil centred. This means that they should consider, at all times, what is in the best interests of the student/pupil.

Background

Maiden Erlegh Trust considers a healthy diet as an essential pre-requisite to learning and to building a sound foundation for good health in later life. They also consider that the practical education of taking a meal together with others should provide opportunities for improving the social skills and physical development of student/pupils and familiarise them with the widest possible range of foods.

In addition to the student/student/pupil's diet, Maiden Erlegh Trust would like to be able to influence the diets of our staff, visitors and local community by providing consistent health messages in line with the latest public health guidance.

Food Education

Within the curriculum, teachers will include food and nutrition education as part of their lessons to allow student/pupil to understand the link between food, physical activity and health (including oral health).

Staff will help student/pupils understand the importance of eating a balanced diet using appropriate resources from trusted sources. They will also help those with allergies and intolerances understand their conditions and how to manage them.

All student/pupils will learn and apply the principles of food hygiene.

Maiden Erlegh Trust Catering

School meals

All lunch menus will meet the requirements detailed within the School Food Plan. Choices will vary across the menu cycle to reflect the different cultures of student/pupils within the school.

There will be at least two meal choices daily. Set meals will provide:

- A portion of carbohydrates
- A portion of protein (a variety of beans, pulses and lentils will be used in addition to cheese for vegetarians)
- A portion of vegetables (student/pupils may choose from two hot vegetables)
- A dessert (main dessert of the day e.g. cake/biscuit, fruit or yogurt)
- Fresh drinking water

In addition to the statutory standards, the school will aim to provide:

- Fairtrade products
- MSC Sustainable Fish

- Meat from farms which satisfy UK animal welfare standards
- Eggs from free range hens
- GM Free foods
- Foods free from undesirable additives or artificial trans fats
- Information about where the food has come from
- Seasonal menus that meet the needs of a culturally diverse population

Providing food for those with special dietary requirements

Where possible, Maiden Erlegh Trust will try to meet the needs of those with additional dietary requirements. These may be due to a medical condition or religious/lifestyle choices. It would be our aim to ensure that all wanting to use Maiden Erlegh Trust catering have access to healthy, balanced foods in accordance with their requirements. The service will work in partnership with the school SENCO team who hold responsibility for student/pupil's care plans (primary) and in communication with the parent and student/pupil (secondary)

We will help student/pupils to understand the meal offers available at each setting. The school will endeavour to ensure that student/pupil's diets are not restricted if they do not need to be, e.g. preventing confusion between gelatine and gluten.

The chef will work closely with the clinical team to ensure that the menu is adapted to meet the sensory needs of the children. We will also be training a member of staff in the SOS feeding programme to develop the range of foods which children will be eating or exposed to.

School Debt

Historically, Maiden Erlegh Trust have had to fund meals that have not been paid for by parents. This is unacceptable, as this has had to be funded out of the school's budgets. Maiden Erlegh Trust have therefore adopted a strict **NO DEBT** policy relating to the school meal service.

To prevent debt, the school will promote the Whole School Food Policy and encourage all parents to register and take up their Universal Infant Free School Meal entitlement. Parents of student/pupil's in Key Stage 2/3/4 will be encouraged to apply for a Benefit Related Free School Meal. To enable parents to do this as confidentially as possible, they will be able to apply online via the Local Authority service or by a paper-based form that can be collected from the school offices. Benefit related free school meals can only be given from the date the school receives the evidence (either from the LA or paper proof from the parent). It will not be backdated. It is the parents' responsibility to prove they are eligible for free meals.

Debt Process

Other than those entitled to free meals, student/pupil's will not be provided with a school lunch unless it is paid for. If a parent genuinely forgets to pay in advance, the school may grant a debt allowance of one meal. However, this debt must be paid next day and future meals must be paid in advanced before any meal is provided.

If the debt is not cleared, parents must provide a packed lunch. If this is not possible, the student/pupil will be provided with a limited lunch consisting of a sandwich, water & a piece of fruit. ***This will only be an option the first time a student/pupil's account is in debt.***

Packed lunches

The school encourages parents to follow the same guidance as applicable to school meals. In packed lunches, the school encourages:

- A portion of carbohydrates
- A portion of protein (not nuts)
- A portion of fruit or vegetables
- A drink – preferably water, semi-skimmed milk or pure fruit juice (rather than a juice drink).

In alignment with school meals (but not encouraged), student/pupils could be given one fatty or sugary item e.g. cake, biscuits etc. The school insist that no nuts, or nut products e.g. Nutella are provided within the student/pupils packed lunches.

As Maiden Erlegh Trust do not have refrigeration facilities for packed lunches, parents are advised to include an ice-pack to keep foods cool. Maiden Erlegh Trust can only provide ambient storage for lunches, so cannot take legal responsibility for foods prepared at home and brought into school.

Maiden Erlegh Trust encourage student/pupils to leave any uneaten food and rubbish in their packed lunches to take home at the end of the day. This will allow parents to monitor what their student/pupil is/is not consuming. It will also help with the amount of waste that can accumulate at the school.

We are aware that some students have restrictive diets and may only cooked meals from home. Considering this, we have heating up facilities to ensure that students are able to feel nourished throughout the day.

Guidance will be available to parents.

Food Leadership & Culture

Lunch Time & Dining Room Experience

The school will consider lunchtime as part of school lessons. Staff should engage with the student/pupils to encourage healthy eating. They will help any student/pupils who have concerns or cause concern during meal time, e.g. student/pupils 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 or display poor behaviour.

Lunch areas are different for both primary and secondary students to ensure health and safety expectations are met and the differing needs of the students are met. The staff member on duty at this time will aim to develop a calm atmosphere. However, as a school we understand and recognise that the area may be over stimulating for some of our students. Considering this, the class teacher with clinical advice may ensure that there is another area for the child to eat that meets their needs.

Safeguarding

Staff will report to the Maiden Erlegh Trust Safeguarding/Family Support team, should there be concerns over a student/pupil's eating habits, i.e. very little food in packed lunches, parents not paying for school meals, student/pupils not eating enough/too much. Teaching staff may be asked to complete the team's

weekly tracker (available from the Family Support Team). Where concerns are raised, an internal record must should be completed by the member of staff.

Assessment, monitoring, evaluation and reviewing

Food provided by the school will be monitored to ensure the statutory standards are met. When possible, catering staff will meet with the representatives of each school to obtain the student/pupils views. Parents, staff and visitors will be able to provide their feedback via the school email.

Catering staff will be involved in evaluating the school food service on an on-going basis.

Equality Act 2010

We have carefully considered and analysed the impact of this policy on equality and the possible implications for student/pupils with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.