



The Trafalgar School

AT DOWNTON



Protocol Statement

The Academy is committed to providing an environment that promotes healthy eating and enables students to make informed food choices. This will be achieved by a whole Academy approach to food provision and food education documented in this Protocol.

The Protocol was formulated in consultation between members of staff, parents and students. This whole school food Protocol is overseen by the Head teacher.

Aims

The main aims of our Academy Food Protocol are:

- To enable students to make healthy food and drink choices through the provision of information and development of appropriate skills and attitudes.
- To provide a range of healthy food choices throughout the Academy day and in line with the mandatory [Requirements for School Food Regulations 2014](#).
- To ensure that all catering staff are equipped with appropriate skills and knowledge
- To ensure that all staff who work with food in the Academy have the appropriate level of food hygiene training.
- To encourage students to eat more fresh fruit and vegetables by improving the quality of food provision provided by the Academy.
- To promote environmentalism and the use of sustainable, locally sourced ingredients and Fair Trade foods.
- To enhance students' cultural experiences through food.
- To review the formal curriculum to ensure information relating to food and nutrition in different lesson areas is consistent and up-to-date.

Responsibilities

The Catering Manager working with the subject leaders for Food Technology and PSHCE are responsible for delivering the aims of this Protocol through the implementation of the following guidelines. The Government's [School food standards \(a\) practical guide](#) has been used in the formulation of these guidelines.

Guidelines

- The Academy will ensure that the provision of lunches and other food and drink meets the school food standards ([The Requirements for School Food Regulations 2014](#))
- It is understood that there is no requirement that lunches must be hot meals, however hot lunches will be provided wherever possible to ensure

that all students are able, if they wish, to eat at least one hot meal every day. A choice of meat/or fish and vegetarian options will be served daily.

- Water will be made available, freely accessible and free of charge at all times on the Academy premises.
- The Academy will ensure that information on the food available in school and what constitutes a balanced 'packed lunch' for students wishing to bring their own food is published annually and freely available. See Appendix 2.0.
- The Academy's food payment system provides information for parents on the food purchased by their children.
- The Catering Manager will have regular termly update meetings with the Head teacher to ensure the quality of the provision of fruit, vegetables and the general quality of all food items supplied is maintained. An annual survey will be completed by students and staff which informs these meetings.
- Facilities are provided free of charge for all students to eat the food they bring to Academy and who are not taking meals. These facilities include accommodation, furniture and supervision so that students can eat food they have brought from home in a safe and social environment.
- Food and nutrition is taught at an appropriate level throughout each key stage in Food Technology, Science and PSHCE. [The Eatwell Guide](#) is used throughout the Academy as a model of understanding a balanced diet.
- Special dietary requirements - The Academy will endeavour wherever possible to accommodate students' specialist dietary requirements including allergies, intolerances, religious or cultural practices.
- Staff are also encouraged to eat an Academy lunch and sit with students in the dining areas.
- Continual professional development (CPD) – all food technology teachers have CPD to ensure that they attain a recognised Level 2 award in Food Safety. Please note that for some social or fundraising activities organised by the Academy exceptions may be made to the general guidance noted above.

Exemptions to the School Food Regulations

The School Food Regulations do not apply to food provided:

- at parties or celebrations to mark religious or cultural occasions
- at fund-raising events
- as rewards for achievement, good behaviour or effort
- for use in teaching food preparation and cookery skills, including where the food prepared is served to students as part of a lunch
- on an occasional basis by parents or students.

Hygiene procedures

The Academy is subject to monitoring by the [Food Standards Agency](#). All staff are trained in accordance with the Food Standards Agency UK. It is the responsibility of the Catering Manager to ensure staff are appropriately trained which includes following proper hygiene and allergy procedures.

Good hygiene practices like asking students to wash their hands before and after eating are encouraged.

Special dietary requirements and food labelling

The Academy does everything possible to accommodate students' specialist dietary requirements including allergies, intolerances, religious or cultural practices. Staff are trained to handle and manage food allergens effectively in food preparation. Staff will be on hand during food service to answer any questions around dietary requirements and food allergens.

All food is labelled in accordance with the Natasha's law.

Monitoring and review

This Protocol has been developed in consultation with stakeholders. An annual food service and food quality survey will be completed with all students and staff. This will both inform Protocol development and implementation. Academy Protocol and provision will be reviewed through the Healthy Schools Award quality evaluation. The Academy is subject to monitoring through the Food Standards Agency.

Appendix 1.0 - National Guidance

Students have the confidence, skills and understanding to make healthy food choices. Healthy and nutritious food and drink is available across the school day.

A Healthy School:

- Has identified a member of the SLT to oversee all aspects of food in school.
- Ensures provision of training in practical food education, including diet, nutrition, food safety and hygiene for staff.
- Has a whole school food Protocol – developed through wide consultation, implemented, monitored and evaluated for impact.
- Involves students and parents in guiding food Protocol and practice within the school, and enables them to contribute to healthy eating and acts on their feedback.
- Has a welcoming eating environment that encourages the positive social interaction of students.

- Ensures healthier food and drink options are available and promoted at break, lunchtimes and in breakfast clubs as outlined by Food in Schools guidance (Standards for school food in England - GOV.UK (www.gov.uk)).
- Has meals, vending machines and tuck shop facilities that are nutritious and healthy (Standards for school food in England - GOV.UK (www.gov.uk) and meet or exceed National Standards and is working towards the latest DfES guidance on improving school meals service, monitors students' menus and food choices to inform Protocol development and provision.
- Ensures that students have opportunities to learn about different types of food in the context of a balanced diet and how to plan, budget, prepare and cook meals. Understanding the need to avoid the consumption of foods high in salt, sugar and fat and increase the consumption of fruit and vegetables.
- Has easy access to free, clean and palatable drinking water.

Consults students about food choices throughout the school day using school council.

Appendix 2.0 - Food throughout the Academy day – Information for stakeholders

Breakfast – Break-time

Breakfast is an important meal that should provide 25% of a child's energy requirement and supports students to be ready to learn at the start of each day. At present we do not provide a breakfast serving in school. Catering is available daily at break-time; a selection of 'school compliant' snacks is served.

School Lunches

School meals are served between 13:15hrs and 13:50hrs in the restaurant and main hall to allow ample time for eating. School meals meet the mandatory requirements of the School Food Standards 2015.

School meals are planned on a 2 week cycle and always contain meat or fish and a vegetarian option. Where possible food is sourced locally and seasonal. A sample menu is published on the Academy website. This is adjusted on a regular basis.

Packed Lunches

The school's packed lunch guidance for parents is developed using guidance from the Children's Food Trust. The guidance aims to support students to have a balanced lunch and best prepare them for learning in the afternoon.

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Packed Lunch Guidance

Parents are encouraged to use these as guidelines for lunches they provide for students.

- Some starchy foods such as bread (sliced bread, pitta bread, wraps, bagels), pasta, potatoes or couscous; choose wholegrain where possible
- 1 portion of fruit and 1 portion of vegetables or salad
- Dairy food such as cheese or yoghurt or a drink
- Meat, fish, or another source of protein such as eggs, beans and pulses, hummus, falafel

Packed lunches should not include:

- X Crisps or crisp type snacks e.g. flavoured rice cakes or cheddars
- X Sweets
- X Any items containing chocolate including bars, biscuits, cakes or yoghurts/desserts

The school provides water for all students at lunchtime; therefore there is no need for packed lunches to include a drink.

Drinks

All drinks supplied in the Academy are school compliant. Water is freely available through drinking fountains. Students are encourage to bring their own refillable bottle to school to reduce waste.

Educational visits

A packed lunch will be provided by the Academy for all children who are eligible for Free School Meals. Children are welcome to bring their own packed lunches on trips.

Special Occasions

Occasional fund-raising events may include the sale of treat food such as cakes, but the inclusion of other foods will also be encouraged.