

Acorn Trust Food and Allergens Policy



Date Written: November 2016

Review date: November 2019

Chairs signature:

Mission Statement

The Acorn Trust is a Multi-Academy Trust established with the aim of providing outstanding learning and opportunities for the children within its care.

Children are our nation's most precious resource. Their school life and learning experience will shape them for the whole of their lives

Safeguarding Statement

At the Acorn Trust we recognise our moral and statutory responsibility to safeguard and promote the welfare of all children.

We work to provide a safe and welcoming environment where children are respected and valued. We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support, protection and justice.

The procedures contained in the Safeguarding Policy apply to all staff, volunteers and governors

Statement of intent

At the Acorn Trust, we know that what pupils eat and drink at school is important. We aim to have schools where the teaching and learning about food and nutrition that occurs in the curriculum fully supports, and is supported by, the provision and opportunities for eating and drinking within our schools.

We acknowledge the important connection between a healthy diet and a pupil's ability to learn effectively and achieve high standards in each school. We also acknowledge that we can play a key role in supporting the wider community to adopt a positive attitude to a healthy lifestyle.

We understand that sharing food is a fundamental experience for all people; a primary way to nurture and celebrate our cultural diversity and an excellent bridge for building friendships, and inter-generational bonds.

We also wish to ensure that pupils with food allergens receive appropriate care and support at each school.

The aims of this policy are to:

- manage and minimise the risk to children, who the school have been notified of, who are affected by food allergens or require special diet consideration.
- make a positive contribution to our children's health.
- ensure that we are giving consistent messages about food and health
- give our pupils the information they need to make healthy choices
- promote health awareness
- contribute to the healthy physical development of all members of our school community
- encourage all children to take part in the '5 a day' campaign
- through effective leadership, the school ethos and the curriculum, bring together all elements of the school day to create an environment which supports a healthy lifestyle.
- provide a welcoming eating environment that encourages the positive social and cultural interaction of pupils and teachers.
- recognise that sharing food is a fundamental experience for all people; a primary way to nurture and celebrate our cultural diversity; and an excellent bridge for building friendships, and inter-generational bonds.
- ensure that food provision in each school reflects the ethical and medical requirements of staff and pupils e.g. religious, ethnic, vegetarian, medical, and allergenic needs.
- provide training in practical food education for staff, including diet, nutrition, food safety and hygiene.

Legal framework

This policy has due regard to statutory legislation, including, but not limited to, the following:

- The Requirements for School Food Regulations 2014
- The Products Containing Meat etc. (England) Regulations 2014
- The Food Safety (General Food Hygiene) Regulations 1995 (as amended)
- The School Standards and Framework Act 1998
- The Education Act 1996 (as amended)

This policy also has due regard to guidance, including, but not limited to, the following:

- DfE 'School food in England' 2016
- The School Food Plan 'School Food Standards: A practical guide for schools their cooks and caterers' 2014.

Roles and responsibilities

The Acorn Trust is responsible for:

- The provision of school food at all of its schools.
- Ensuring procedures are in place to provide school lunch for pupils where a meal is requested and the pupil is eligible for free school meals.
- Deciding on the form that school lunches take, and ensuring that all lunches, and any other food or drink, meets the school food standards.
- Providing hot lunches, wherever possible, to ensure that all pupils are able to eat one hot meal a day.
- Providing free school meals to a pupil if the pupil and/or their parent meets the eligibility criteria within the Education Act 1996.
- Ensuring that all drinking water is provided free of charge at all times.
- Ensuring that all facilities provided to eat any food that pupils bring into school are free of charge.
- Providing facilities to eat food, which include accommodation, furniture and supervision, so pupils can eat their food in a safe and social environment.
- Providing reduced fat milk at least once a day during school hours.
- Ensuring that milk is provided free of charge to infant and benefits-based free school meals pupils.
- Through the School Fruit and Vegetable Scheme, providing a piece of fruit or vegetable outside of school lunch hours for eligible pupils.
- Receiving regular reports on compliance with the school food standards and the take-up of school lunches, as well as the financial aspects of school food provision.
- Ensuring that there is coordination across all catering services sought by the Trust, in order to guarantee compliance with school food standards.

- Handling complaints regarding this policy as outlined in the Trust's Complaints Policy
- Ensuring that all pupils with food allergies are able to participate fully in all aspects of school life.
- Ensuring that relevant training is delivered to staff members who take on responsibility to support children with food allergies.
- Keeping written records of any and all medicines administered to individual pupils because of food allergies.

This policy should be followed for all food and drink given to our children at various times of the day:

Before and After school Childcare including Breakfast Club

Before and After School Childcare including breakfast club operates on a daily basis at all of our schools. We target some children who we know have little or no time for breakfast in the mornings at home and pupil premium is used to subsidise these costs.

The food offered is healthy and is consistent with a healthy diet. We provide toast, bread (range of options including white, brown, granary, buns, baps and rolls), low fat spread, fruit jam, marmite, yoghurt, low salt/low sugar fortified cereals, slices of fresh fruit, baked beans and cheese. Children choose from water or juice to drink.

Snack

All of our schools take advantage of the "Cool Milk" scheme for early years children. Children in Nursery and Reception are offered free milk, water and fruit or raw vegetables. Also in nursery and in some schools, reception classes, a voluntary contribution is asked for towards other snacks such as wholemeal toast, crackers or yoghurt.

All of our schools take part in the School Fruit and Vegetable scheme which enables fruit and vegetables to be available to children at breaktimes.

Our schools actively discourage children from bringing snacks from home unless it is a healthy snack e.g. fruit or raw vegetable. Commercially bought sweets and chewing gum are also **not** allowed in school.

Water

Plentiful drinking of water by school children has been recognised in improving behaviour and concentration. Every child has been provided with a free bottle to store their water in. Children may drink their water at any time except during 20 minute worship/assembly. Regular water and brain breaks are built into the school day and curriculum by class teachers

School Lunches

On a daily basis, pupils must be offered a carbohydrate, protein and vegetables on their plate. Every effort must be made to ensure that appropriate choices are available for all pupils throughout lunchtime.

All our school meals are cooked on site and are provided by the schools contractor, Dolce. All meals provided must meet the Government's Minimum Nutritional Guidelines for school Catering. It is noted that Genetically Modified foods, foods containing nuts and mechanically re-claimed meat is strictly banned from school lunches. The menus will follow a 3 week cycle, and the school notes that the contractor is legally obliged to follow new government regulations concerning the provision of school meals. The menu must also identify all allergens.

The children are all provided with fresh drinking water and in some schools, milk is also provided.

Each school follows a computerised ordering system whereby each child can order their lunch each morning in class. Parents can monitor this on-line at home and/or menus are available in school. The school recognises that the Cook will vary menus depending on availability of local produce

Our schools fully support the Universal Infant Free School Meals and we have actively encouraged children to take up this opportunity.

Packed Lunches

The Food Standards Agency survey of packed lunchboxes showed that many children's lunchboxes contained too much sugar, salt and fat and little fruit and vegetables. The school is committed to encouraging parents to provide healthier lunchboxes for children. To facilitate this, each school will provide guidance to parents based on the Food in Schools recommendations of what constitutes a healthier lunchbox; the guidance should be consistent, realistic, and stress the importance of a balanced and varied diet.

The Trust actively discourages and in some cases ban some packed lunch foods. A list of foods considered to be in this category includes the following: Sweets & Confectionary, Chocolate Bars. Fizzy drinks/Sparkling water, 'Squash' or Added-Sugar and/or Sweetened Drinks including Energy drinks.

All children on packed lunches will be provided with fresh drinking water.

The Trust recognises that parents provide packed lunches for a variety of reasons, including dietary requirements or intolerance, and religious observance. For this reason, no food may be swapped or shared from packed lunches by the children. Food swapped or shared may be confiscated. If sweets or chocolate are packed, staff will ask pupils to leave them, unopened and either speak to the parents concerned or send a note home in the child's lunchbox as these are not allowed.

Food not eaten in a packed lunch will be taken home by the child to ensure that parents know what their child has or has not eaten

The Dining Environment

The school is committed to providing a welcoming eating environment that encourages the positive social and cultural interaction of pupils and teachers. It is recognised that the physical constraints of the Main Hall mean that the eating times are staggered throughout school. The school will aim to provide a calm, ordered environment conducive to mutual respect and good behaviour.

It is also committed to the following:

- Active help for children (particularly young children) who find the physical process of school dinners or packed lunch difficult – for example, carrying trays, opening tubs or packets,
- Encouraging all children to eat the food they have been provided with and experience new foods.
- Equal treatment of children having school dinners and packed lunches, in terms of provision and supervision
- Provision of water jugs, containing clean water and cups
- Encouraging the labelling of food served to encourage a balanced, healthy diet
- Encouraging children to wash their hands before eating

Food in the curriculum

Food represents many things to us all: energy, nutrition, commodity, livelihood, communal activity and pleasure, to name but a few. Its significance in our lives means that it can and should be used to enrich the school curriculum. The school curriculum can in turn be used to enrich pupils' experience of food and healthy eating including exploring food from around the world and celebrating food culture.

Internet technology makes available a range of useful teaching and learning materials in most subject areas. These should be exploited by staff on a regular basis. The school will encourage and facilitate the sharing of resources and examples of best practice. Schemes of work will reflect the whole-school emphasis on healthy eating.

Worship also offer an opportunity to explore health and food-related issues. Health focused assemblies will take place at least once every term.

Gardening clubs focus on the creative planting and growing of herbs, small container fruits and vegetables and Cookery clubs provides the opportunity to learn about where food comes from and apply healthy eating messages through practical work with food, including preparation and cooking.

Curriculum content will focus on

- the importance of food groups and the role they play in promoting growth
- the development of strong healthy bodies,
- what constitutes a balanced diet
- an understanding of cultural diversity
- the development of respect and understanding towards the beliefs and attitudes of others.
- how food is produced
- nutrition labeling, ingredients calculations for recipes

Discos/Special Events/Celebrations

Celebrations such as Easter, Christmas, school discos, Christmas and Summer fayres, bingo, PTA events etc are classed as “one-off” events where food treats are acceptable. The Trust also recognises that food plays an important role in celebration of cultural, personal or community milestones, such as religious festivals, birthdays or the end of term. Again, food given should form part of a balanced, healthy diet, at an individual teacher’s discretion.

Celebration Praise and Rewards

The Trust recognises that pupil achievement should be celebrated and rewarded when appropriate, and that food can play a role in such celebration. ‘Top Table’ will be rewarded weekly to the class with the highest number of tokens over the week. Token can be rewarded for: good manners, putting their hand up, using an inside voice, walking sensibly. Any food given to children as praise for achievement should be very limited and form part of a balanced, healthy diet. Other forms of praise that are given are: smileys, stickers, reward pennies and certificates presented in Awards Assembly.

Partnership with parents and carers and pupils

The partnership of home and school is critical in shaping how children and young people behave, particularly where health is concerned. Each must reinforce the other. This is not always easy but our schools are well placed to lead by example.

Parents and carers and pupils must be regularly updated on food policy through school and class newsletters, the school website, and consulted on a regular basis.

Food Allergens

From the 13th Dec 2014, the EU food information for Consumer Regulation No 1169/2011 came into force requiring any catering providing “loose food” (such as school meals, sandwiches wrapped on site and snacks) to declare the presence of allergenic ingredients used in their preparation.

There are 14 common food allergens that need to be identified when used as ingredients:

- Cereals containing gluten
- Crustaceans
- Molluscs
- Eggs
- Fish
- Peanuts
- Nuts
- Soybeans
- Milk
- Celery
- Mustard
- Sesame
- Lupin

- Sulphur Dioxide (at levels above 10mg/kg or 10mg/litre expressed as SO₂).

The Acorn Trust has decided to declare any of these allergens in the following way:

School Lunches

All allergens that are used as ingredients in a school lunch will be declared on the Live Kitchen website. Parents can click on the menu or recipes tab to obtain the allergen information.

All other food served within school

Allergy information for all children will be requested on an annual basis by all schools within the Trust. Notices are displayed throughout the schools and letters are sent to notify parents that food used within school could contain any of the 14 allergens.

The Trust must ensure in every of its schools that the following occurs:

- All staff are aware of allergy symptoms

Mild to moderate symptoms include:

- Itchy tingling.
- Burning sensation in the mouth.
- Development of hives and rashes.
- Swelling, particularly in the face.
- Rising anxiety.
- Feeling flushed.
- Nausea and vomiting.
- Abdominal pain.
- Mild wheeziness.

Anaphylaxis, a severe allergic reaction, will often display the following symptoms:

- Difficulty breathing due to swelling in the throat.
 - Reduced level of consciousness.
 - Person goes faint, floppy and pale.
 - The lips may turn blue.
 - They will become unresponsive.
 - Person may collapse.
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- All staff are aware of any child's allergy, a risk assessment is put into place to ensure this child never comes into contact with the food and an Individual Health Care Plan is developed where required.
 - Sufficient number of staff are trained to deal with any allergic reactions and trained to use an epi-pen if required.
 - All staff familiarise themselves with procedures detailing how to respond when they become aware that a pupil with an allergy needs help.
 - Risk assessments are put in place for when the child goes on a school trip or residential

- All staff encourage handwashing before and after eating and ensure children do not share food.
- Parents are to inform school about their child's allergy including:
 - The allergen.
 - The nature of the allergic reaction.
 - What to do in case of an allergic reaction, including any medication to be used and how it is to be used.
 - How to prevent the child from getting into contact with the allergen.
 - Up-to-date emergency contact information.
- Parents and carers keep the school informed about any changes to their child/children's health
- Parents are informed immediately if their child has had an allergic reaction and record are kept in school re. allergic reaction and any medication given
- All staff as part of their new starter induction must read this policy

For further information, on taking medication in school including the storing of the medicine, administration and development of an Individual Health Care plan, please see the "Supporting pupils at School with medical conditions" policy.

Monitoring and review

The Before and After School Club Leaders are responsible for ensuring that the food served is in accordance with this policy. Key Stage Leaders and Subject Managers are responsible for the curriculum development of the Food Policy. The Headteacher at each school is responsible for supporting colleagues in the delivery of the Food Policy. The catering provider Dolce is responsible for ensuring the quality of the food offered as part of their contract.

This policy must be read in conjunction with the following Acorn Trust policies:

- Health and Safety
- Supporting pupils at School with medical conditions policy.