



# IMBERHORNE SCHOOL

## Policy Document



The Cornerstones of our  
Learning Community

Headteacher: Mr Lee Walker

<b>Food Policy</b>	
Date of review:	November 2022
Prepared by:	Denise Clements
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Policy based on:	Good practice guidance
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### **Introduction**

Imberhorne provides an environment that promotes healthy eating and enables students to make informed choices about the food they eat. We are aware that a varied, balanced and nutritious diet protects health and promotes proper growth and development and believe that it is vital for a student's concentration and intellectual abilities. Feeding the body with the proper nutrients helps fuel the mind to be more receptive to learning new skills. Healthy Eating is encouraged throughout the school and Imberhorne has accreditation as a Healthy School.

The nutritional principles of this policy are based on the findings of the National Diet and Nutrition Survey of 4- to 18-year-olds; the 1991 Dietary Reference Values for Food Energy and Nutrients for the UK; and the Balance of Good Health (BOGH).

### **Food Policy Co-ordinator**

This school food policy is overseen by the Business Manager, Leader of Learning for Design and Technology and the school Catering Manager.

### **Food Policy Aims**

1. To enable students to make healthy food choices through the provision of information and development of appropriate skills and attitudes
2. To ensure that all aspects of food and drink within school promote the health and well-being of students, staff and stakeholders of the school
3. To provide healthy food choices throughout the school day
4. To ensure allergens are clearly labelled

These aims will be addressed through the following areas:

### **Equal Opportunities**

In healthy eating, as in all other areas of the curriculum we recognise the value of the individual and strive to provide equal access of opportunity for all.

### **Curriculum**

Food and nutrition is taught at an appropriate level throughout each key stage in Design and Technology, Science and Personal Development and more generally within other subjects. Imberhorne will offer a rich variety of opportunities for participatory learning with further opportunities outside the school timetable such as Rotary Masterchef and Gardening Clubs.

All staff have a key role in influencing students' knowledge, skills and attitudes about food.

We expect staff to contribute to and support this food policy across the school day. Staff and visitors will be expected to model good practice behaviour around food and drink and in line with the policy, especially when in the company of students.

### **Rewards**

The school does not encourage the idea of food to be used as a reward for good behaviour or achievement and will seek other methods of positive reinforcement where possible. However, The scheme known as 'Imberstars' which aligns to our 'achievement pyramid does provide for canteen privileges

### **Feedback**

Regular information is given on the website and via ParentPay, our on-line payment platform. Feedback from parents, students and staff is valued as is consultation with Student Form Reps.

### **Sourcing Food**

Quality and freshness will be valued above price. Local suppliers will be used, wherever possible, to reduce our carbon footprint and to promote freshness of produce. It is considered important to have a personal relationship with suppliers and knowledge of their operations. Certificates of conformity will be required from all meat producers.

### **Food and Drink Provision**

Food will usually be available from the canteens before school (8:15-8:30), at break (10:55 – 11:20) and at lunchtime (1:20 – 1:55). It will be freshly produced on site each day and provide a balanced diet with of variety of choice. It is understood that there is no requirement that lunches must be hot meals. However, hot lunches, including a vegetarian option, will be provided wherever practicably possible to ensure that all students are able, if they wish, to eat at least one hot meal every day. At least one choice from each of the following groups will be on offer at lunchtime every day:

- Starchy foods (e.g. bread, potatoes, rice, pasta)
- Fruit
- Vegetables
- Milk and dairy foods
- Meat, fish and other non-dairy sources of protein (eggs, pulses, beans, etc.)

We are aware that our late lunchtime means that some students opt to take their main meal at break and a snack at lunchtime. To cater for this choice a variety of baguettes and hot snacks will be available at both break and lunchtime. Menus will be structured to provide enough energy for satisfactory growth and development and with an awareness of the important role of vitamins, iron, calcium and zinc in a healthy diet. Excess salt and sugar will be avoided, and condiments will not be available. Food is oven baked and all biscuits/ cake made using reduced fat recipes.

The monthly menu will be displayed around the school, on the website and on ParentPay to enable students and parents/ carers to make informed choices.

## **Drinking Water**

Drinking water will be available every day, free of charge, from water coolers sited in both canteen areas, the Sixth Form common room and in each staff room. In addition, bottled water, milk and fruit juice will be available every day in the chill cabinet as a purchasing option.

Fizzy and energy drinks are banned from the school site and will be confiscated from students with a 'no-return' policy if they are found in possession of them.

## **Vending Machines**

Vending machines will only be available in the Sixth Form area, run by the student body and only be accessible to Sixth Form students. This is in line with normal practice in comparable provision. Products that contain nuts or traces of nuts are not available within this facility.

## **Snacking**

The school understands that snacks can be an important part of the diet of young people and can contribute positively towards a balanced diet. We discourage the consumption of snacks high in fat and sugar at break-time.

## **Cashless Catering**

Students in KS3/4 are not allowed to leave the premises during the school day and, since the introduction of cashless catering in November 2011, do not bring money into school. Parents top-up the student's lunch accounts via ParentPay or PayPoint and the students buy food through their student ID card.

Students eligible for Free School Meals have their daily allocation added automatically to their account to ensure anonymity at the till and to avoid any stigma. Any unused daily allocation is removed at day-end.

## **Packed Lunches**

The school encourages parents and carers to provide children with packed lunches that complement these standards. The school recognises the benefits of a well-balanced hot school meal for students and would recommend this to parents as the best option. However, should parents decide to send in a packed lunch from home, the following guidelines (based on those from British Nutrition Foundation) are recommended.

### **Guidelines**

Include:

- A portion of starchy food (e.g. wholegrain bap/ bread, plain crackers, pasta or rice salad)
- Fresh fruit and vegetables
- A portion of milk or dairy food (e.g. cheese, yoghurt)
- Small portion of lean meat, fish or alternative (e.g. Quorn)
- A drink

Do not include:

- Sweets
- Crisps or equivalent
- Fizzy/ sugary drinks
- Sweet cakes
- Anything including nuts

All litter from lunch boxes brought in from home must be either put in the bins provided or taken home at the end of the school day. Parents are advised to include an ice pack as food stored at ambient

temperature can, after 2-4 hours, have increased levels of bacteria. The school cannot take legal responsibility for food prepared at home and then brought into school.

### **Special Dietary Requirements**

We work in accordance with guidance from West Sussex County Council Catering Services. We will endeavour, where possible, to accommodate students' specialist dietary requirements, including allergies, intolerances, religious or cultural practices. Our in-house catering team are made aware of any food allergies/food intolerance and requests for special diets are submitted according to an agreed process.

### **Food Allergy and Intolerance**

Individual care plans are created for pupils with food allergies. These document symptoms and adverse reactions, actions to be taken in an emergency, and emergency contact details. All catering staff have received allergen training. All foods are clearly marked with content labels and warnings of food allergies come up on the cashless display to warn the catering staff to be aware of the items being sold to that student. Nuts are not used in any food preparation or lessons in school but may form part of an individual's packed lunch.

### **Food Hygiene and Safety**

Safe systems and processes are in place to manage the storing, handling and preparing food and drink in a way that minimises the risk of people becoming ill from food-borne diseases.

These include:

- **Cross-contamination prevention** – This includes avoiding allergenic, physical, chemical, and bacterial contamination, notably by using equipment such as colour-coded chopping boards, knives, and cleaning surfaces thoroughly.
- **Personal hygiene** – Including illness procedures, appropriate protective clothing, and adherence to regular hand washing guidelines.
- **Cleaning procedures** – Meticulous cleaning of all kitchen equipment, surfaces, and kitchenware
- **Allergen awareness and control** – awareness of the 14 different food allergens and how to avoid cross-contamination at all times.
- **Cooking temperatures** – Ensuring that all food is cooked and stored at appropriate temperatures to prevent the risk of bacteria growth and contamination.
- **Safe storage of food** – Appropriate labelling/dating of food items, temperature control, storage locations, and containers. Awareness of what food items can and cannot be stored close to one another to prevent food poisoning.

Any member of staff that works with food hold Food Safety and Hygiene certification consistent with the duties that their role entails and how much involvement they have in the process of food preparation.

### **The Food and Eating Environment**

The dining environment will be as pleasant as possible to encourage more leisurely eating in a social atmosphere. Catering staff will be welcoming, and students are expected to be polite and to leave the area tidy.