



Newtown C of E Primary School

Food and Nutrition Policy

Ratification Date:	September 2026	Signed: Mrs Emma Howlett (Headteacher) Mrs Glynis Wright (Chair of Governors)
Next review	September 2028	

School Vision

At Newtown C of E Primary School, our motto is enriched and sustained by our Christian values of **Love, Courage and Friendship**, rooted in the teachings of the Bible. We are guided by the call to *“love one another as I have loved you”* (John 13:34), *“be strong and courageous... for the Lord your God is with you wherever you go”* (Joshua 1:9), and *“a friend loves at all times”* (Proverbs 17:17).

As a school at the heart of an evolving community, we warmly welcome children and families from a wide range of backgrounds and experiences. We are enriched by the unique qualities each child brings and value the talents and perspectives that help us grow together.

We are an aspirational school serving our community. We seek to know, understand and celebrate every child, nurturing their individual strengths and talents. We prepare our children to become confident, responsible global citizens in an ever-changing world, guided by our core values of love, courage and friendship.

Through **Love**, we show kindness, compassion and generosity, building a community where everyone feels safe, welcomed and valued. Through **Courage**, we persevere, meet challenge with confidence, and stand up for what is right with honesty and grace. Through **Friendship**, we grow together — encouraging one another, celebrating each other’s gifts, and looking to the future with hope and aspiration.

We live out these values by:

- Being a caring, welcoming and inclusive Christian community where staff, pupils, parents and governors work together in a safe and supportive environment, inspired by *“Above all, love each other deeply”* (1 Peter 4:8)
- Promoting the welfare and dignity of every child, safeguarding them from harm — including physical, sexual and emotional abuse, neglect and bullying — in accordance with statutory guidance in *Keeping Children Safe in Education* (Department for Education)
- Providing a rich, engaging curriculum that equips children with the knowledge, skills and character to become lifelong learners and responsible citizens, reflecting Christian teachings and British Values

- Building strong, positive partnerships with parents, the church and the wider community, and encouraging participation in local, national and global initiatives
- Fostering our Learning Behaviours of Resilience, Focus, Independence, Self-Regulation, Respect and Boundaries, encouraging children to act with integrity, perseverance and kindness in all they do

At Newtown, we want every child to know they belong, are cherished, and are capable of great things. Through **Love, Courage and Friendship**, we grow minds, shape futures and journey together in hope.

1. Aims

- This policy has been developed in partnership with the children, parents/carers, and staff and aims to ensure that our school provides an environment that encourages healthy food and eating, and helps our pupils make healthy food choices
- Food allergies and dietary needs are managed effectively
- Younger children are kept healthy and safe by meeting the Early Years Foundation Stage (EYFS) statutory framework standards around food and nutrition
- Food safety and hygiene practices are followed, including proper food preparation to prevent choking
- All staff and parents/carers are aware of their roles in making sure that our pupils consume healthy, nutritious and safe food and drink

2. Legislation and guidance

This policy is based on the following legislation:

- [Early years foundation stage \(EYFS\) statutory framework](#)
- [The Requirements for School Food Regulations 2014](#)
- [Food Information \(Amendment\) \(England\) Regulations 2019](#)

It is also based on the following Department for Education (DfE) guidance:

- [Early years foundation stage \(EYFS\) nutrition guidance](#)
- [School Food Standards practical guidance](#)
- [Allergy guidance for schools](#)

3. Responsibilities of the school

The governing board and headteacher will make sure that this food and nutrition policy is properly implemented, and that food preparation, provision and nutrition procedures are followed in accordance with this policy.

All staff are responsible for following the policy and ensuring the health and safety of the children.

The School Business Manager holds a Level 3 Food Hygiene & Safety (Supervisor) certificate. The School Business Manager is responsible for ensuring all relevant wraparound care staff receive the appropriate Level 2 Food & Safety training.

The School Business Manager is responsible for ensuring that all staff complete allergy and anaphylaxis training.

4. Responsibilities of parents/carers

We work in partnership with parents/carers to make sure all children receive appropriate and nutritious food while at school.

We ask all parents/carers to:

- Inform the school of any allergies, medical dietary needs, food intolerances and religious or cultural dietary requirements, when the child is registered with the school or the allergy/medical dietary needs are diagnosed, whichever comes first.
- Encourage their child to try a variety of foods and eat a balanced diet at home and in school.
- Give their child a healthy breakfast before arriving at school, unless they are attending breakfast club.
- Read and respond to food-related communication, including school menus.
- Keep the school informed of any changes to their child's dietary needs, progress with eating and/or any other concerns or information around their eating.
- Take note of the school's scheduled mealtimes (see section 7) and understand that food will only be provided to pupils who are present at these times.

5. Communicating with parents/carers

We tell parents/carers by email, telephone or in person promptly if our staff notice any issues with their child's food consumption or habits at school, such as:

- Significant changes in eating habits, such as consistently eating very little food or showing a sudden aversion to certain foods or food groups
- Specific food-related problems, such as having trouble chewing or swallowing
- Concerns about wellbeing, such as a child's eating habits appearing to affect their mood, energy level or general wellbeing

We work together with parents/carers to address any problems promptly.

6. Sourcing food and ingredients

We work with HCL to provide healthy and nutritious meals.

We collaborate with our catering partner by:

- Holding regular meetings with HCL to review menus, discuss feedback and plan for future requirements
- Carrying out regular checks to make sure the food provided is of a high standard, meets all relevant nutritional guidance, and is prepared safely and hygienically
- Participating in the menu planning process to make sure our food is appealing, balanced, varied and caters to the dietary requirements that our pupils have

The contract with our catering provider is reviewed necessary every 3 years to make sure we receive the best possible service and value for money.

In buying food and ingredients, our catering company follows the [government's guidance on sustainable procurement](#). Where possible, our catering company buys seasonal and local food, and fish from verifiably sustainable sources (such as products certified by the Marine Stewardship Council (MSC)).

7. Providing food and drink at school

We follow the [School Food Standards](#), except in relation to food provided in the following circumstances, to which the standards don't apply:

- At parties or celebrations to mark religious or cultural occasions
- At fundraising events
- As rewards for achievement, good behaviour or effort
- When teaching food preparation and cookery skills, including when the food prepared is served to pupils as part of a school lunch

We support all our pupils to develop positive eating habits, helping them to get the right amount of nutrients and energy they need for growth and development.

Our menus are:

- Planned for half an academic year at a time to make sure all meals, snacks and drinks are balanced, varied and nutritious, and include different foods, tastes and textures, including global cuisines
- Planned to include substitutions and replacement ingredients for pupils with special dietary requirements

- Reviewed **at least** twice a year, to include seasonal produce
- Shared twice a year via email and the school website with parents/carers to:
 - Provide allergen information
 - Help them balance food at home by providing varied meals
 - Reassure them that their child is getting an appropriate, varied, nutritious and balanced diet at school
 - Seek their feedback, particularly regarding cultural preferences
 - Allow parents to order their children's meals in advance

7.1 For all pupils

All meals, snacks and drinks provided are healthy, balanced and nutritious.

Our staff:

- Make tap water available and accessible throughout the day, and provide fresh tap water at mealtimes
- Encourage pupils to eat balanced meals containing a wide variety of foods from the 4 main food groups:
 - Fruit and vegetables
 - Starchy carbohydrates, such as bread, rice and pasta
 - Dairy or dairy alternatives
 - Protein, such as meat, fish and beans

We have a designated eating space with suitable chairs where:

- The children eat together in a social setting to encourage adventurous food choices
- Distractions are minimised, allowing children to focus on their food and social interactions
- Children with special dietary and additional needs are included whenever possible

We avoid:

- Excessive salt by cooking without additional salt, such as stock cubes
- Any sugar, such as sugary snacks and fruit juice
- Foods high in saturated fat, such as pastries and crisps
- Popcorn, raw jelly cubes or whole nuts to reduce choking hazards
- Honey
- Unpasteurised or mould-ripened cheese, such as blue cheese or brie

- Raw and lightly cooked eggs, such as uncooked cake mixture
- Raw or lightly cooked shellfish, such as mussels, clams and oysters
- Rice drinks
- Slush ice drinks

8. Food safety and hygiene

Staff at our catering company use our food preparation area to prepare meals, snacks and drinks.

Staff with responsibility for food preparation and handling are competent and receive food hygiene training.

All staff wash their hands regularly, particularly after helping unwell children or handling their belongings.

8.1 Procedures for managing food poisoning

If any child shows symptoms of food poisoning, we will:

1. Contact parents/carers immediately to collect their child as soon as possible
2. Prevent the spread of infection by isolating the child in a quiet area with easy access to a sick bowl and toilet
3. Monitor the child for signs of dehydration, including a dry mouth or crying without tears
4. Encourage the child to take small, frequent sips of water

Parents/carers are advised not to return their children to school until they have been symptom free for at least 48 hours.

Ofsted will be notified by the School Business Manager of any food poisoning affecting 2 or more children as soon as possible, and **always within 14 days** of the incident.

9. Safer eating

While eating, pupils are always supervised and within sight and sound of a suitably qualified staff member.

9.1 Food preparation to prevent choking

Food is prepared in a suitable way for each child's developmental needs, avoiding round shapes and cutting food appropriately (e.g. cutting carrots into narrow batons).

9.2 Eating environment

When eating, all children are always:

- Seated safely (e.g. in an appropriately sized chair)
- Within sight and hearing of staff

Where possible, staff sit facing children to monitor eating and prevent food sharing.

We record any incidents of choking needing intervention and inform parents/carers.

Our records are reviewed annually to identify trends.

9.3 One-to-one supervision

We offer children with physical, developmental, or sensory issues affecting their eating one-to-one supervision in consultation with parents/carers and health professionals.

9.4 Paediatric first aiders

At least 1 member of staff with a current paediatric first aid (PFA) certificate is always in the room when children in Early Years are eating.

Any medicines are given to children as needed and in accordance with our supporting pupils with medical conditions policy.

10. Managing allergies and food intolerances

We take allergy and food intolerance management seriously and follow strict procedures to ensure that all children can eat safely.

- Before a child joins our school, we gather detailed information about any known food allergies or intolerances
- **All** staff are trained to be aware of and understand information about food allergies by:
 - Knowing the symptoms and treatments for allergies and anaphylaxis
 - Understanding the difference between allergies and intolerances
 - Being aware that children can develop allergies at any time,

We share information about food allergies with all staff, and make them aware of which children have allergies or intolerances so they can ensure that the child is given an alternative where the food served contains an allergen.

All staff follow strict measures to avoid cross-contamination, including washing hands, using colour-coded equipment and sharing clear rules around pupils, staff and visitors bringing food into school.

10.1 Procedures to manage allergies and intolerances

Our caterers plan menus to include food substitutions, where necessary, for children with allergies or intolerances in mind.

We make sure that our food is safe for pupils with an allergy or intolerance by:

- Showing allergen ingredients information for the meals served, as outlined in this policy
- Checking any product changes with our food suppliers
- Ensuring our staff/caterers read labels and product information before using a product

Through ongoing discussions with parents/carers and health professionals, if appropriate, we create an allergy action plan for each child to help manage their allergy or intolerance.

- This information is kept up-to-date and shared with all staff

We refer to the British Society for Allergy and Clinical Immunology (BASCI) allergy action plans and NHS advice

10.2 Procedures for managing allergic reactions and intolerances

Staff members suspecting a food intolerance will work alongside parents/carers to keep a diary of foods eaten in school and at home, including any symptoms experienced.

If a staff member suspects a food intolerance, or is the first to identify an allergic reaction in a child, they will:

- Administer the child's prescribed medication immediately in line with our supporting pupils with medical conditions policy
- Contact emergency services immediately after administering the medication
- Monitor the child and administer a second dose of medication, if required
- Safely move the child to a location away from the allergen and stay with them at all times

If a staff member suspects that a child has reacted to a food for the first time, they will:

- Immediately tell the senior member of staff on duty, who will contact the child's parents/carers
- Safely move the child away from the allergen and stay with them at all time
- Comfort and reassure the child to keep them calm

11. Allergen food labelling

The 14 allergens that we track and highlight are:

- Celery
- Cereals containing gluten, such as wheat, barley, oats and some flours

- Crustaceans, such as prawns, crabs and lobsters
- Eggs
- Fish
- Lupin, such as bread made with lupin seeds
- Milk
- Molluscs, such as mussels and oysters
- Mustard
- Peanuts
- Sesame
- Soybeans
- Sulphur dioxide and sulphites, if they're concentrated at more than 10 parts per million
- Tree nuts, such as almonds, hazelnuts, walnuts, brazil nuts, cashews, pecans, pistachios and macadamia nuts

We include information about the presence of any of these allergens in our dishes on our menus, which are available on the school meal ordering system. Children with medically diagnosed allergies registered on the school meal ordering system are not able to meals containing their diagnosed allergen.

11.1 Non-prepacked foods

Non-prepacked foods include goods such as bakery products

We display allergen information for every non-prepacked food item that contains any of the 14 allergens (listed above), by:

- Displaying a clearly visible written notice of allergen information

12. Managing other special dietary requirements

We are committed to supporting children with special dietary requirements and food intolerances, ensuring that every child can eat safely and in accordance with their cultural needs and preferences.

Before a child joins our school, we gather detailed information about any special dietary or health requirements, food preferences and intolerances. We share this information with **all** staff involved in preparing and handing food.

Our caterers plan menus to include food substitutions, where necessary, for children with special dietary requirements in mind.

We also:

- Check any product changes with our food suppliers
- Ensure caterers read labels and product information before using a product
- Supervise children at mealtimes to avoid food sharing

12.1 Provision for cultural and dietary preferences

We understand that food preferences can be linked to cultural backgrounds, religious beliefs, or personal choices, such as vegetarianism.

An inclusive eating environment that caters to the cultural and dietary needs of all children is created by:

- Communicating openly with parents/carers to understand specific food preferences or needs, such as halal or kosher
- Being sensitive to certain customs, and how these affect meal and snack times
- Adapting menus to include foods from different cultures
- Always having a vegetarian option available

12.2 Children with additional support needs

For children with physical, developmental, or sensory issues affecting their eating, we work with parents/carers and health professionals to:

- Offer one-to-one support if needed
- Adjust the eating environment (eg limiting noise)

For medically required special diets not covered in this policy, we need written confirmation from a health professional to ensure we meet the child's specific nutritional needs.

13. Food brought in from home

We share our food and nutrition policy with parents/carers when the children join the school with regular reminder, to help them understand our requirements and encourage healthy choices for packed lunches, and any other food brought from home.

The following foods must **not** be brought into school on any occasion:

- Nuts, or items containing nuts
- Kiwi, or items containing kiwi

13.1 Packed lunches

We allow parents/carers to provide packed lunches for their child.

Each packed lunch placed in the year group lunch trolley when the child arrives at school. It should include:

Packed lunches must **not** include:

- Anything containing nuts
- Kiwi
- Sweets

We inform parents/carers about best practices for packing lunches, and ask them to:

- Use insulated, sealed bags for perishable foods
- Label lunch bags and their contents with the child's name
- Make sure that the food is suitable for the child's developmental needs and is prepared in a way to prevent choking
- Contains a variety of healthy choices
- Contains an appropriate amount of food for the child's age

13.2 Safety and hygiene

Staff regularly check food brought from home for potential allergens to reduce the risk of cross-contamination.

Due to food safety reasons, we do not provide refrigeration for packed lunches or reheat food.

13.2 Celebrations

If parents/carers, visitors, volunteers or school staff wish to bring in food for special occasions, we ask that they only do this on 1 of the following:

- When asked to by the school
- When it has been agreed in advance with the Senior Leadership Team

Food brought into school **must not contain**:

- Anything containing nuts
- Kiwi

We ask that they follow the following guidelines:

- Provide healthy birthday celebration options (e.g. fruit platters) or non-edible items (e.g. stickers) to share with the children, to promote consistent healthy eating messages
- Consider sharing healthy dishes during wider school celebrations, such as cake sales

14. Learning about food

Our curriculum includes engaging food-related activities, including:

- Preparing simple meals, such as sandwiches and fruit salads
- Planting easy-to-grow seeds, such as cress and lettuce

We involve parents/carers by:

- Inviting them to take part in cooking activities in school
- Suggesting recipes and activities they can do at home with their child

15. Monitoring arrangements

This policy will be reviewed by the school every 2 years. At every review, the policy will be shared with and approved by the governing body.