



St Mary's Academy Trust

Packed Lunch Policy



St Mary's Academy Trust West Meadows Primary School

Packed Lunch Policy

St Mary's Academy Trust are committed to children's health and wellbeing.

Overall aim of the policy:

To ensure that all packed lunches brought from home and consumed in school and on school trips provide pupils with healthy and nutritious food that is similar in quality to food served in schools, which is required to meet national standards.

If the children at our school have any special educational and health needs, or cultural or religious beliefs which may impact on diet, the school will make every effort to include their requirements in our policy.

Why the policy was formulated:

This policy is a working document and will continuously be developed considering any issues that arise from this policy. We will work alongside Pupils, Parents and Governors when reaching decisions.

The reason for introducing this policy is to:

- promote consistency between packed lunches and food provided by school which must adhere to national school food standards. Please visit [School food standards - School Food Plan](#) (Ctrl left Click) for more information.
- To make a positive contribution to children's health and to encourage a happier and calmer population of children and young people.
- To contribute to the school's self-evaluation for review by Ofsted.

This policy applies to:

All pupils and parents providing packed lunches to be eaten within school or on school trips during normal school hours.



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Section 1: Food and drink in packed lunches.

This policy states:

1. The school will provide dining facilities for pupils bringing in packed lunches and ensure that free, fresh drinking water is readily available at all times.
2. The school will work with the pupils to provide attractive and appropriate dining room arrangements.
3. The school will work with parents to ensure that packed lunches follow the standards listed below.
4. As fridge space is not available in school, pupils are advised to bring packed lunches in insulated bags with freezer blocks where possible to stop the food going off.
5. Food not eaten in a packed lunch should be sent home to ensure parents are aware of how much has been eaten.
6. Plastics and packaging should be taken home so that they are able to be recycled.
7. The school will ensure that packed lunch pupils and school dinner pupils will be able to sit and eat together.
8. The school will regularly communicate with parents/carers and staff the expectations on the school lunch box policy.

Section 2: As a school, we encourage parents to follow the Healthy Packed Lunch Guidance below.

Packed lunches should include:

1. At least one portion of fruit and one portion of vegetables every day.
2. Meat, fish, eggs, or a non-dairy protein (e.g., lentils, kidney beans, chickpeas, humus, falafel) every day.
3. Oily fish, such as salmon, at least once every three weeks.
4. A starchy food such as any type of bread (white or wholegrain rolls, pitta bread or wraps), pasta, rice, couscous, noodles, potatoes, or another cereal every day.
5. A dairy food such as milk, cheese, yoghurt, fromage frais or custard every day.
6. A drink of water, 150mls fruit juice, smoothie, semi-skimmed, 1% fat or skimmed milk, yoghurt or another milk drink.



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Section 2.1 Packed lunches can occasionally include:

1. Meat products such as sausage rolls, individual pies, corned meat, and sausages.
2. Mini cakes, jelly, and biscuits, but encourage your child to eat these as part of a meal.

Section 2.2 Packed lunches must not include:

1. Salty snacks such as crisps - instead include seeds, vegetables and fruit with no added salt, sugar, or fat.
2. Nuts- including peanut butter and Nutella – this is because of the life-threatening risk to any other children who may have a severe allergy.
3. Confectionery such as chocolate bars, chocolate-coated biscuits, cereal bars high in sugar, processed fruit bars and sweets.
4. Sugary soft drinks, such as squash and fizzy drinks (even if labelled as 'sugar-free', 'no-added sugar' or 'reduced sugar' as these drinks can contribute to tooth decay and provide little nutritional value).
5. The school has a no whole grape policy due to the likelihood of choking. If grapes are provided, they must be cut in half lengthwise.

Section 3 Special Diets and Allergies:

The school also recognises that some pupils may require special diets that do not allow for the standards to be met exactly. In this case, parents are urged to be responsible in ensuring that packed lunches are as healthy as possible. For these reasons' pupils are also not permitted to swap food items.

Please be aware of nut allergies.

We recommend you visit www.allergyinschools.co.uk for accurate, reliable information on managing allergies in schools.



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Section 4 Assessment, Evaluation and Review

Packed lunches will be regularly reviewed by teaching staff / catering staff / midday meal supervisors and members of the Senior Leadership Team.

Healthy lunches will be rewarded with stickers / certificates / congratulatory letters home / etc.

Where packed lunches that aren't in line with the packed lunch policy are brought into school, leaflets will be included in the packed lunch to go home. If a child regularly brings a packed lunch that does not conform to the policy, then the school will contact the parents to discuss this.

Section 5 Involvement of parents/carers

We encourage all children to eat school lunches. However, parents of pupils wishing to have packed lunches for a particular reason are expected to provide their children with packed lunches which are in line with our packed lunch policy.

Section 6 Sharing the policy:

The school will ensure that all parents/carers are aware of the policy e.g. by sharing information via the school newsletter, website, prospectus, in assemblies etc.

The school will use opportunities such as parents' evenings and healthy eating weeks to promote this policy as part of a whole school approach to healthier eating.

The policy will be shared with all school staff, including teaching and catering staff and the school nurse.

Section 7 Data Impact Assessment

At all stages of this procedure data obtained will be used only for the purpose for which it is intended and will be stored securely with restricted access to those involved in the process. Following the process data will be stored on the electronic personal file for the duration of the employees' employment with the Trust and for 6 years thereafter. The data will be destroyed at this time using a confidential shredding service.



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Section 8 Equality and Diversity

This policy has been impacted assessed by the HR Committee, if on reading this policy you feel there are any equality and diversity issues, please contact HR who will, if necessary, ensure the policy is reviewed

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West Meadows Primary

Name of school/academy:

Date policy approved and adopted:4.12.23.....

Signed (Head of School):R. J. Marsh.....

Date:4.12.23.....

Approved by LGB: Date:4.12.23.....

Date Revised:August 2023.....

Date Approved by HR committee:October 2023.....

Date of Next Revision:August 2025.....

(Or when legislation changes)

