





*To inspire, enrich and nurture so each individual reaches their full potential*

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# Packed Lunch Policy

## April 2025

*To be reviewed every three years in the Summer Term*

### Next Review: April 2028

#### History of Document:

Issue No.	Date Issued	Prepared By	Approved By	Comments
Issue 1	April 2022	V Hobson	V Hobson	New policy adopted due to change of catering contract and options for packed lunches in Y3-Y6
Issue 2	April 2025	Ashley Holmes	V Hobson	Addition of all pupils able to bring pack lunch from September 2025.

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## **Aims**

To ensure that all packed lunches brought from home and consumed in school (or on school trips) provide the pupil with healthy and nutritious food that is similar to food served in schools, which is strictly regulated by national standards.

## **Rationale**

Pupils in EYFS, Year One and Year Two are in receipt of Universal Infant Free School Meals (UIFSM), a government initiative aimed at improving academic attainment for infant children and to help families save money. Schools have a duty to provide UIFSM to all eligible pupils every school day.

On entry to Year Three, the UIFSM funding ends and the cost of school meals returns to being the responsibility of parents and carers. Not all families wish for their child to eat a school meal each day so the option of a packed lunch is available for pupils in Years Three to Six alongside the offer of a school meal. From September 2025, the offer of bringing a packed lunch will be available to all year groups.

The adherence to this policy for children bringing a packed lunch to school each day aims:

- To make a positive contribution to children's health and wellbeing
- To encourage happier and calmer children and young people
- To promote consistency between packed lunches and food provided by schools which must adhere to national standards set by the government.

Please visit: <https://www.foodforlife.org.uk/schools/benefits/school-food-standards>

## **National guidance**

The policy was drawn up using a range of national documents including information and a draft policy from the School Food Trust, the Food in school's toolkit (Department of Health) and Food policy in schools – a strategic policy framework for governing bodies (National Governors' Council, (NGC) 2005).

### **Where, when and to whom the policy applies**

To all pupils, parents and carers providing packed lunches to be consumed within school or on school trips during normal school hours.

### **Food and drink in packed lunches**

- HCFS will provide facilities for pupils bringing in packed lunches and ensure that free, fresh drinking water is readily available at all times
- HCFS will work with the pupils to provide appropriate dining room arrangements
- HCFS will work with parents and carers to ensure that packed lunches abide by the standards listed below
- It is the responsibility of the parents and carers to provide an appropriate packed lunch container where food items can be stored securely and appropriately until the lunchtime period
- 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 during the Summer
- Wherever possible, HCFS will ensure that packed lunch pupils and school dinner pupils will be able to sit and eat together.

### **Packed lunches should include**

- At least one portion of fruit **and** one portion of vegetables every day
- Meat, fish or other source of non-dairy protein (e.g. lentils, kidney beans, chickpeas, hummus and falafel) every day
- Oily fish, such as salmon, at least once every three weeks
- A starchy food such as any type of bread, pasta, rice, couscous, noodles, potatoes or other type of cereals every day
- Dairy food such as milk, cheese, yoghurt, fromage frais or custard everyday
- Drinks should either be plain water, milk (semi-skimmed) unsweetened fresh fruit juice, diluted fresh fruit juice, fruit or dairy based smoothies

### **Packed lunches should not include**

- Meat products such as sausage rolls, individual pies, corned beef and sausages/chipolatas should be included only occasionally
- Snacks such as crisps or cheddars. Instead you could include seeds, vegetables and fruit (with no added salt, sugar or fat). Breadsticks served with fruit, vegetables or dairy food are also a good choice

### **Packed lunches MUST not include**

- Nuts – including peanut butter and Nutella – **because of the life threatening risk** to any other child who may have a severe allergy
- Confectionery such as chocolate bars and sweets. Cakes and biscuits are allowed on occasions but your child should be being encouraged to eat these as part of a balanced meal
- Fizzy drinks, sugary drinks and energy drinks in bottles, cans or cartoons

### **Special diets and allergies**

HCFS 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 the [government website](#) for accurate, reliable information on managing allergies in schools.

### **Waste and Disposal**

HCFS will, within reason, send any uneaten packed lunch food items back home. The rationale for this is that parents can also monitor what their child has consumed during the day and then raise any concerns over their child's food intake with the school.

### **Assessment, evaluation and reviewing**

- Packed lunches will be regularly reviewed by HCFS staff supervising lunchtime to ensure appropriate food is being supplied for pupils to eat. Parents and pupils who do not adhere to the Packed Lunch Policy will receive a leaflet (Appendix One) in the packed lunch informing them of the policy. 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. Please note: pupils with special diets will be given due consideration.
- Ofsted are required to report on how the school promotes the personal development and wellbeing of all pupils – this may include food provision including packed lunches brought into school.

## Appendix One



Healthy snacks are preferred.

Chocolate covered biscuit or wafer bars e.g. Penguins, Clubs, Kit Kat or homemade cakes are allowed as we all need a treat now and again! However fun sized and mini chocolate bars are not permitted.

Freezer packs are an excellent way to keep your child's lunch cool until lunchtime. Please ensure your child's lunch is in a suitable box or lunch bag and not a carrier bag. As with all children's property, these items should be named.

### Count us in...

<p><b>eat</b></p> <p><b>5</b></p> <p>Eat 5 or more portions of fruit and vegetables every day. Fresh, frozen, juiced, dried, canned all count.</p>	<p><b>fresh</b></p> <p>Crunch it, chop it, slice it, make a smoothie - fresh fruit is a great choice at any meal - or in between.</p>	<p><b>frozen</b></p> <p>Frozen is just as good for you as fresh.</p>
<p><b>canned</b></p> <p>Canned is good too but watch out for added sugar. Check the labels.</p>	<p><b>dried</b></p> <p>Dried fruit is a good source of fibre, but watch out for your teeth - eat with meals.</p>	<p><b>juice</b></p> <p>100% pure fruit juice is a healthy choice - but only count it as a portion once a day.</p>

Fresh, frozen, canned, dried and juice ALL count.



## Ideas for a healthy lunchbox



This leaflet will give you some useful information about the kinds of food you should include in your child's lunchbox



Lunch is an important meal for children and research suggests that a healthy lunch impacts on their education in a positive way. This leaflet aims to give you ideas and inspiration to create healthier lunches that children will enjoy. It also outlines those foods which are not acceptable for packed lunch at HCFS.

### Healthier lunchbox tips

We know that many of you do not want us to tell you what to feed your children. We respect that and agree with you! What we would like to do is to describe what a healthy lunch looks like and let you know about a few things that we would not expect to see in a packed lunch box.

The key to a healthy packed lunch is getting the right balance with a wide variety of foods.

#### Here are some tips to help get started:

- ◊ Try different breads or other starchy foods for variety
- ◊ Use spread sparingly and go for reduced fat spread or reduced calorie mayonnaise
- ◊ Include brightly coloured fruit and vegetables
- ◊ Try a variety of different drinks e.g. carton of unsweetened fruit juice, bottle of water, carton of semi-skimmed milk, yoghurt or milk drink



Having a healthy lunch does not mean giving up all the foods children enjoy.



Foods such as a slice of malt loaf or banana bread, a fruit scone, a small packet of crisps or a chocolate biscuit can be included from time to time for variety and appeal.

#### A healthy packed lunch should include:

- ◊ A good portion of starch food e.g. sandwich, pasta or rice salad
- ◊ A portion of lean meat, fish or alternative e.g. chicken, ham, beef, tuna
- ◊ Plenty of fruit and vegetables e.g. apple, satsuma, carrot sticks
- ◊ A portion of semi-skimmed of other dairy food e.g. yoghurt, cheese or fromage frais
- ◊ A drink e.g. fruit juice, milk or water

Due to nut allergies in school, please do not include nuts or nut products in your child's packed lunch—thank you.

