



**Roseberry**  
Primary School

# Whole School Food Policy

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| Lead                        | HoS            |



# 1. Introduction

Roseberry Primary School is committed to creating a whole-school environment that promotes **healthy eating**, positive attitudes to food, and safe, inclusive practice for all pupils, including those with allergies and medical needs.

We follow national requirements and guidance to ensure food provided or consumed on site is safe, nutritious and consistent with the **mandatory School Food Standards**.

Our policy applies to:

- All food and drink provided by the school
- All food brought from home (including packed lunches, snacks, celebration foods)
- Food used in curriculum activities, clubs and school trips

## 2. Legal & Policy Framework

Our food policy is underpinned by the statutory and advisory documents below:

- **School Food Standards (Requirements for School Food Regulations 2014)** – mandatory for all maintained schools, academies and free schools.
- **DfE “School Food in England” guidance** – whole-school approach, roles & responsibilities, legal duties.
- **DfE School Food Standards Practical Guide** – defines balance, variety and required food types.
- **DfE Allergy Guidance for Schools (2025 update)** – managing allergens, PPDS labelling, medical duties.
- **Children and Families Act 2014 (Section 100)** – duty to support pupils with medical conditions.
- **Food Information Regulations 2014** – allergen information for school-provided food.

## 3. Aims of the Policy

We aim to:

1. Provide food and drink that meet the **School Food Standards** at all times.
2. Support pupils to make healthy choices and develop lifelong positive eating habits.
3. Ensure a **consistent approach** to healthy eating across school, including meals from home.
4. Safeguard pupils with allergies, intolerances or dietary needs.
5. Create a **positive, calm, social dining environment** which encourages enjoyment of food.
6. Involve families in promoting healthy lifestyles and provide support where needed.

## 4. Breakfast Provision

- A paid Breakfast Club runs from **8.00–8.45am**
- Foods containing **nuts or products labelled “may contain nuts”** will not be served. (*Essential for allergy safety.*)



## 5. School Meals

School meals are:

- Provided by **Stockton Borough Council**
- Fully compliant with the **School Food Standards** (mandatory).
- Served on a **3-week rotation** with meat/fish and vegetarian options
- Designed to include daily fruit/veg, wholegrains, and balanced meals in line with the national standards.

Menus are available on the school website.

## 6. Packed Lunches (Food Brought From Home)

Packed lunches must align with the healthy balance promoted by the School Food Standards.

Packed lunches should include:

- A starchy base such as bread, pasta, rice, couscous (wholegrain where possible)
- **At least one portion of vegetables**
- **At least one portion of fruit**
- A dairy item (cheese, yoghurt or alternative)
- Protein (meat, fish, eggs, beans, lentils, hummus, falafel)
- Oily fish occasionally (e.g., salmon, sardines)

Packed lunches must not include:

- Sweets
- Fizzy/energy drinks
- Chocolate bars, chocolate-covered biscuits or chocolate desserts
- Foods containing **nuts** or **“may contain nuts”** (critical for whole-school safety)

### Drinks

Water is provided for all pupils; packed lunches do **not** require drinks.

## 7. Snacks

- EYFS and KS1 receive **free fruit/veg** under the national scheme.
- Pupils may bring in **fruit or vegetables only** as snacks.

## 8. Drinks Provision

In line with DfE guidance, the school provides:



- Water (freely throughout the day)
- Milk (lunchtime – for those children having a school meal)

Sugary, fizzy or energy drinks are **not permitted**.

## 9. Food Safety & Storage

To meet environmental health expectations:

- Packed lunches should be in named bags/boxes, ideally with an **ice pack**.
- Where refrigeration is not possible, families are informed of storage limitations.
- Pupils must **not share** food due to allergy risks.
- Staff follow Safer Food, Better Business guidelines.

## 10. Allergies and Special Dietary Requirements

The school:

- Maintains individual healthcare plans for pupils with allergies.
- Ensures all food provided is labelled correctly according to the **Food Information Regulations 2014**.
- Enforces a **no nuts / no “may contain nuts”** approach school-wide.
- Works closely with parents to meet medical, cultural or religious dietary needs.

## 11. Positive Dining Environment

In line with DfE expectations:

- Meals are eaten in a **calm, social atmosphere**
- Pupils are given adequate **time to eat**
- Staff **model positive eating behaviours**
- Packed lunch and school meal pupils sit together to promote inclusion

## 12. Rewards & Celebrations

- Food is **not used as a reward**.
- For cultural celebrations, a range of foods may be shared, with strict adherence to allergy guidance.

## 13. Curriculum Links

Food and nutrition are taught across:

- Science



- PSHE/HRE
- Design Technology (Cooking & Nutrition)

The **Eatwell Guide** is used to teach balanced diets.

## 14. School Trips

- Pupils who usually take school meals may receive a **school-provided packed lunch**.
- Home-provided packed lunches for trips must follow this policy.
- Allergy and dietary arrangements apply off-site exactly as they do in school.

## 15. Roles & Responsibilities

### School Leadership

- Ensures compliance with statutory food standards and allergy legislation
- Oversees monitoring and implementation

### Midday Supervisors

- Promote positive dining
- Monitor safe eating practices (no sharing food)
- Identify concerns (e.g., uneaten food, inappropriate items)

### Parents/Carers

- Provide packed lunches/snacks that meet this policy
- Inform the school of dietary or medical needs

### Governing Body

- Holds the school to account for compliance with School Food Standards

## 16. Monitoring & Review

- Staff conduct **light-touch checks** of lunchboxes for policy adherence.
- Families are contacted supportively if adjustments are needed.
- The policy is reviewed **annually** or sooner if national guidance changes.



# 17. Appendices

## Appendix 1 — Parent/Carer Packed Lunch Guide (visual)



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## Roseberry Primary: The Healthy Packed Lunch Guide

### WHAT TO INCLUDE



**The Nutritious Foundation:**  
Include a starchy base, at least one fruit, one vegetable, and a protein source.



**Dairy & Hydration**  
Provide water or milk alongside a dairy portion like cheese or yogurt.

### PLEASE DON'T SEND



#### Sugary & High-Fat Items

Avoid sweets, chocolate, fizzy drinks, energy drinks, and routine high-fat snacks.



#### Strict Nut-Free Zone

Do not send nuts or any products labeled 'may contain nuts'.

### PRACTICAL TIPS



#### Preparation & Identification

Label lunchboxes clearly and use ice packs during warm weather.



#### Safety & Communication

Update school on allergies and remind children not to swap or share food.





# The eatwell plate

Use the eatwell plate to help you get the balance right. It shows how much of what you eat should come from each food group.



## Appendix 3 — Allergy Management Protocols

### 1. Purpose of this Appendix

This appendix sets out the school's operational procedures for preventing, identifying, and responding to allergy-related risks across the whole school day. It should be read alongside the Supporting Pupils with Medical Conditions Policy and the Whole School Food Policy.

### 2. Whole-School Nut-Safe Approach

The school enforces a **strict no nuts / no “may contain nuts” policy** for all food provided in school and all food brought from home. This applies to:

- Breakfast Club
- School meals
- Packed lunches
- Snacks
- Curriculum food activities
- School trips

This approach protects pupils with severe allergies and is a consistent requirement across all food policies.

Where relevant risk assessments indicate heightened risk, the school may also discourage or restrict additional allergens such as sesame.

### 3. Identification, Records and Individual Healthcare Plans (IHPs)

#### 3.1 Identification and notification

Parents must provide **up-to-date medical and allergy information**.

#### 3.2 Individual Healthcare Plans

The school maintains an **IHP for every pupil with a diagnosed allergy**, detailing:

- Symptoms, triggers and early signs
- Medication required, including any emergency medicines
- Emergency actions
- Storage and accessibility of medicines
- Staff responsibilities
- Arrangements for off-site visits

Plans are reviewed **at least annually**, or sooner if changes in need arise.



## 4. Preventative Measures in School Food Provision

### 4.1 School meals

- All food provided is checked for allergen content and labelled appropriately.
- Nut-containing and "may contain nuts" products are not used.

### 4.2 Packed lunches brought from home

Families must **not** include:

- Nuts
- Nut products
- Foods labelled "may contain nuts"

### 4.3 Snacks

Only fruit or vegetables may be brought as snacks, to reduce allergen risk.

### 4.4 Breakfast Club

Breakfast Club does **not** serve nuts or items labelled "may contain nuts."

## 5. Dining Hall & Supervision Protocols

### 5.1 No food sharing

Pupils must not share or swap food at any time.

### 5.2 Supervision

Midday supervisors are responsible for:

- Monitoring safe eating
- Preventing food sharing
- Being alert for signs of allergic reaction

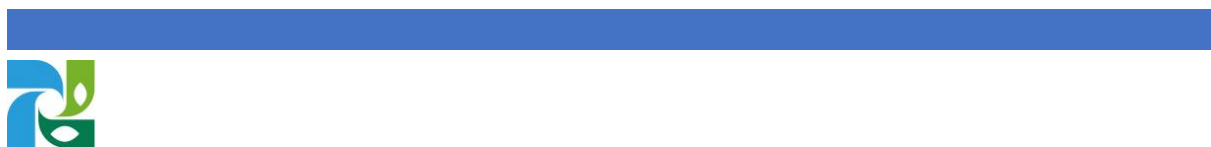
### 5.3 Dining environment

Dining spaces are calm, social and supervised to support safety and early identification of allergic reactions.

## 6. Medication, Storage & Accessibility

### 6.1 Rescue medication access

Emergency medicines (e.g., inhalers, adrenaline auto-injectors) are:



- **Easily and immediately accessible**
- **Never locked away**

## 6.2 Parent responsibilities

Parents must:

- Supply **in-date** medication
- Collect expired or discontinued medication

## 6.3 Staff competence and training

Staff supporting allergy management must:

- Be suitably trained and confident
- Have training recorded using the school's training record system

# 7. Emergency Response Protocols

## 7.1 Recognising symptoms

Symptoms and triggers are laid out in each pupil's IHP; staff must act immediately.

## 7.2 Emergency steps

1. **Administer emergency medication** (e.g., adrenaline auto-injector) as stated in the IHP.
2. **Call 999 immediately.**
3. A staff member must stay with the pupil at all times.
4. Another staff member meets the ambulance.

## 7.3 Hospital transfer

Staff will accompany the pupil to hospital or stay with them until a parent arrives.

# 8. Off-Site Visits, Trips & Events

All allergy rules apply **exactly the same** off-site as on-site:

- No nuts or "may contain nuts" items
- IHPs accompany pupils
- Staff are briefed in advance

Additional planning with parents and relevant healthcare professionals happens for residential or extended day trips.



## 9. Curriculum Activities Involving Food

All food used in lessons, clubs or extracurricular activities must:

- Comply with the school's nut-safe rules
- Be checked for allergen content in advance

## 10. Communication with Families

The school communicates allergy expectations through:

- Policy documents
- New-starter information
- Termly reminders
- Trip letters
- Medical reviews

The school works with families to meet medical, cultural, and religious dietary needs.

## 11. Roles & Responsibilities

### School Leadership

- Enforces allergy protocols
- Oversees training, documentation and compliance

### Staff

- Follow IHP instructions
- Recognise signs of allergic reaction
- Ensure emergency medicine is accessible

### Midday Supervisors

- Monitor dining spaces
- Prevent food sharing
- Maintain allergy vigilance

### Parents/Carers

- Provide accurate medical/allergy information
- Comply with the no-nuts policy
- Supply in-date medication

## 12. Monitoring & Review

- Light-touch checks of food from home ensure adherence to allergy safety.



- Staff report concerns immediately.
- Allergy protocols are reviewed annually or sooner if pupil needs change.



# Appendix — Playtime Snacks Protocol

*(Derived from: Whole School Food Policy and Packed Lunch Policy)*

## 1. Purpose of this Appendix

This appendix sets out the school's expectations and safety requirements for **playtime snacks**, ensuring consistency with the Whole School Food Policy, Packed Lunch Policy, and allergy-management procedures.

## 2. Allowed Snacks at Playtime

To maintain a healthy, safe and allergy-aware school environment, pupils may bring **only the following items** as playtime snacks:

- **Fresh fruit** (e.g., apples, satsumas, bananas, grapes)
- **Fresh vegetables** (e.g., carrot sticks, cucumber sticks, cherry tomatoes)

### Protein-rich snacks

- Plain popcorn
- Boiled eggs
- Low-salt rice cakes
- Oatcakes
- Wholegrain crackers
- Cheese cubes or cheese slices
- Mini wholemeal pitta with hummus
- Falafel bites (cold)
- Plain lentil crisps (no added flavourings)

### Wholegrain & slow-energy snacks

- Wholegrain mini breadsticks
- Mini wholemeal bagel pieces (plain)
- Plain crackers (no cheese powder, no flavourings)

### Dairy or alternatives

- Cheese strings or cheese triangles (reduced-salt versions)

These are the only foods permitted for playtime snacking.

## 3. Foods Not Permitted at Playtime

To support the school's healthy-eating approach and protect pupils with allergies, the following **must not** be brought for playtime snacks:



- Sweets or confectionery
- Biscuits (including chocolate-coated biscuits)
- Crisps or other high-fat/high-salt savoury snacks
- Any chocolate items
- Homemade treats, baked goods or dessert items
- Any drinks other than water
- **Any food containing nuts or labelled “may contain nuts”**

## 4. Allergy-Safety Requirements

Because the school operates a whole-school **nut-safe environment**, the following rules apply at all playtimes:

- **No nuts or nut-containing items** are allowed.
- **No foods labelled “may contain nuts”.**
- Pupils must **never share or swap** snacks due to allergy risks.

Staff on duty should remain alert for potential unsafe foods and confidently intervene if risks are identified.

## 5. Water Access

Water is freely accessible throughout the school day. Pupils do not need to bring additional drinks for playtime.

## 6. Storage and Hygiene

- Snacks should be sent in **named containers** where appropriate.
- Parents should ensure items are stored hygienically before school.
- Pupils must follow staff instructions on keeping play areas tidy and disposing of waste properly.

## 7. Supervision and Staff Responsibilities

During playtime, staff will:

- Monitor that snacks comply with the school’s expectations.
- Remind pupils of no-sharing rules.
- Note repeated concerns and pass them on to senior staff if patterns emerge.

## 8. Supportive Follow-Up with Families

Where a pupil brings a snack that does not meet policy requirements:

- Staff will give a **friendly, supportive reminder** rather than punitive action.
- For repeated issues, parents may be contacted to offer guidance.



The school uses this process as a learning opportunity, aligning with its whole-school ethos of healthy eating and safety.

## 9. Equality, Dietary & Medical Needs

The school works with families to accommodate:

- Cultural or religious dietary practices
- Medically required diets

Where a pupil has an Individual Healthcare Plan (IHP), snack arrangements must follow the plan's requirements and any emergency procedures.

