



Packed lunch Policy

Date	July 2025
Review Date	July 2026
Reviewers	Mrs N. Deen – Director of Primary Education

Overall aim of the policy

To ensure that all packed lunches brought from home and consumed in school (or 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. As a school, we aim to ensure that any special educational health needs, religious or cultural beliefs that may affect diet are catered for; as such, we expect packed lunches to meet the same high standard.

Context for the policy

At Caldmore, we consider ourselves to be a healthy school that promotes healthy living, healthy eating and the promotion of positive mental health. We aim to promote consistency between packed lunches and food provided by the schools, which must adhere to national school food standards. Please visit www.childrensfoodtrust.org.uk/schools/the-standards for more information.

This policy has been devised by utilising a range of national legislation and guidance, including the template policy from the Children's Food Trust. We are proud to promote our 'Healthy Lifestyle' approach in a range of other ways, many of which promote the school through national recognition rewards. We are currently a member of 'Food for Life', which

promotes healthy lifestyles for children and schools. The 'Food for Life' program currently supports our gardening club and our cooking club. Please visit <https://www.foodforlife.org.uk/> for more information.



We are also part of the 'National Breakfast Program' sponsored by the Department for Education (DFE). This program aims to ensure all children receive a healthy breakfast, resulting in better attainment, concentration and mental wellbeing. Please visit <https://www.family-action.org.uk/what-we-do/childrenfamilies/breakfast/> for more information.

University Free School Meals for Reception / Year 1 and Year 2

Children in Reception, Year 1 and Year 2 are all entitled to a Universal Free School Meal. Therefore, children in these classes will receive a School meal every day; packed lunches from home will not be allowed. Please share the menus with your children and please encourage them to try the free school meals they are entitled to.

The Role of Parents

Parents must ensure that their child's packed lunch meets the high standards set out within this policy, established through the guidance of national standards. Health and safety guidance must be adhered to when considering our allergy guidelines. If a parent has difficulties for any reason with fulfilling this request, they are encouraged to speak confidentially to a senior member of staff to discuss the issue. If any parent would like to request a modification to the packed lunch policy based on medical needs they should, in the first instance, contact the Academy Manager Mrs Smith, who deals with all healthcare plans on behalf of the school. Items that do not meet the school's guidance for a healthy packed lunch will be substituted with a healthier option by the school and the exchanged item returned to parents at the end of the school day.

The Role of Governors

The governing body supports the Principal in implementing the Packed Lunch Policy. It considers all representations from parents regarding the Packed Lunch Policy and liaises with the Principal to ensure that the policy is implemented fairly and with sensitivity. It is the Governors' responsibility to ensure that the school packed lunch meets all regulations concerning equal opportunities. Governors ensure that the school Packed Lunch Policy enables pupils to receive a healthy balanced meal whilst at school.

Monitoring and Review

The governing body monitors and reviews the packed lunch policy through its committee work by:

- Seeking the views of parents and national guidance, to ensure that they agree with and support the policy.
- Considering with the Principal, any requests from parents for individual children to have special dispensation with regard to packed lunches.

Packed Lunch Guidance

The school will provide appropriate and attractive facilities for pupils eating packed lunches and ensure that free, fresh drinking water is available at all times. The school will work with parents to encourage packed lunches meet the standards listed below. As fridge space is not available, pupils are advised to bring packed lunches in insulated bags with freezer blocks where possible.

Packed Lunches should include:

- At least one portion of fruit and one portion of vegetables every day.
- Meat, fish, eggs, or a non-dairy protein (e.g. lentils, kidney beans, chickpeas, hummus, falafel) every day.
- Oily fish, such as salmon, at least once every three weeks.
- 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.
- A dairy food such as milk, cheese, yoghurt, fromage frais or custard every day.
- A drink of water, fruit juice or child friendly smoothie (maximum portion 150 mls), semi-skimmed, 1% fat or skimmed milk, yoghurt or another milk drink – Fruit Juice must not have any added sugar.
- Meat products such as sausage rolls, individual pies, corned meat and sausages once a week.
- A small cake or biscuit, but encourage your child to eat these as part of the meal not in isolation.

Packed Lunches must NOT include:

- Salty snacks such as crisps are not permitted - instead include seeds, vegetables and fruit with no added salt, sugar or fat.
- Confectionery such as chocolate bars, chocolate-coated biscuits, cereal bars, processed fruit bars and sweets are not permitted.
- 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) are not permitted.
- Left over 'take away' from the previous day is not permitted.
- Fried Chicken is not permitted
- Sandwiches must not contain Jam or chocolate spread.

Special diets and allergies:

The school is aware of food allergies, and has a procedure in place to manage such allergies and other special dietary requirements within school. We are a **NUT FREE** school, as we have pupils allergic to nuts and require an Epi-Pen. Please Visit:

www.anaphylaxis.org.uk/schools/help-for-schools for information on managing allergies in schools.

Assessment, evaluation and reviewing of packed lunches takes place daily and is reviewed by: teaching staff / catering staff / midday supervisors / pre-identified pupil packed lunch helpers. The Packed Lunch policy is reviewed by the Principal annually.

Healthy lunches will be rewarded with stickers / certificates / congratulatory letters home. Where packed lunches that are not in line with the packed lunch policy are brought into school, leaflets will be included in the packed lunch to go home and unhealthy items will be substituted with a healthy option by the school and the unhealthy item will be returned to parents at the end of the school day. 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 and will be offered the option to swap to school dinners. 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. In turn, the school will keep the parents informed of any governmental changes that may affect policy change.

Websites referred to in the policy www.childrensfoodtrust.org.uk/schools/the-standards
<https://www.foodforlife.org.uk/> <https://www.family-action.org.uk/what-we-do/children-families/breakfast/>

Additional Websites <https://www.healthyschools.org.uk/> <https://www.gov.uk/school-meals-healthy-eating-standards>

Examples of a Healthy

Lunch Box



EXAMPLE 1

- Hummus dip
- Carrot sticks
- Snow peas
- Strawberries
- Lean ham, reduced fat cheese and tomato sandwich on wholegrain bread
- Plain milk (reduced fat)
- A banana
- Tap water

Try getting your kids to help you make up their lunch boxes. They're more likely to eat their food if they helped make it.



EXAMPLE 2

- Snow peas
- Strawberries
- Grated cheese (reduced fat)
- Wholegrain roll with mashed hardboiled egg, light mayonnaise and lettuce
- Tzatziki dip
- Carrot sticks
- Tap water



