



Packed Lunch Policy

Date of Approval:	September 2025
Date of Next Review:	September 2027

Overall aim of the policy:

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 now regulated by national standards.

How and why the policy was formulated:

- To promote healthier diets for our pupils
- To help pupils understand that healthy eating supports success in class and in sports
- To support children to understand how to maintain a healthy weight
- To promote consistency between packed lunches and food provided by schools, which is regulated by national nutritional standards
- To encourage a happier and calmer population of children and young people
- To contribute to the school's self-evaluation, for review by Ofsted
- The student council has been consulted over what makes a healthier packed lunch and why the school should encourage healthier options.
- The school's Governing Body has approved this policy and welcomes feedback from pupils, parents and carers.

More information regarding healthier packed lunches is available from the Council's catering team on tel. (0191) 4246710 or The School Food Trust website www.theschoolfoodtrust.org.

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 schools toolkit (Department of Health) and Food policy in schools – a strategic policy framework for governing bodies (National Governors' Council, (NGC) 2005).

Food and drink in packed lunches

- The school will provide facilities for pupils bringing in packed lunches and ensure that free, fresh drinking water is readily available at all times.
- The school will work with the pupils to provide attractive and appropriate dining room arrangements
- The school will work with parents to ensure that packed lunches abide by the standards listed below.
- As fridge space is not available in school; pupils are advised to bring packed lunches in insulated bags where possible to keep the food as fresh as possible.
- Wherever possible the school 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 every day
- A starchy food such as any type of bread, pasta, rice, couscous, potatoes or other types of cereals every day
- Dairy food such as milk, cheese, yogurt, fromage fraise or custard every day
- Only water, still or sparkling, fruit juice, semi-skimmed or skimmed milk, yogurt or milk drink and smoothies.

Packed lunches **should not** include:

- Drinks with a high sugar content and additives (these encourage tooth decay and have little or no nutritional value)
- Nuts of nut based foods due to potential food allergies.
- Glass (for safety reasons)

One snack/sweet treat is allowed. These should be of sensible, age appropriate portion sizes and should be part of a balanced meal.

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.

Assessment, evaluation and reviewing:

Healthy lunches will be rewarded by congratulatory letters home and stickers.

Parents and pupils who do not adhere to the Packed Lunch Policy will receive a note 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.

Involvement of parents/carers:

Pupils are normally expected to eat the lunch provided by the school. However, parents of pupils wishing to have packed lunches for a particular reason are expected to provide their children with packed lunches which conform to the Packed Lunch Policy. Parents are asked to apply for their child to take a packed lunch **at the start of each new term** but children can switch to school meals any time – two weeks notice is required. The school will keep the parents and the School Student Council informed as per the methods detailed below under

“Dissemination of the Policy”.

Dissemination of the policy:

The school will inform all new and existing parents/carers of the policy via the school newsletter. The policy will be available on the school’s website and will be incorporated into the school prospectus.

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

All school staff, including teaching and catering staff and the school nurse, will be informed of this policy and will support its implementation.