



Otley, Pool and Bramhope Extended Services Cluster

School Packed Lunch Policy

Background

In developing this policy for our cluster, we have consulted with head teachers, children and parents in all of the cluster primary schools, through face to face and written consultation events. The results of these consultations are available upon request.

This policy is based on the Leeds model policy, which was developed in the following way:

The content of the policy has been written by the Leeds School Food Advisors and agreed by key stakeholders including Councillors, The Health and Wellbeing Service, Leeds Youth Council, Leeds Catering Agency and Public Health. It has also been written in consultation with representation from a cross-section of schools in Leeds. Teachers, senior leadership, school support staff, pupils, School Food Ambassadors and parents have all been involved in the development of this policy.

Aim of the policy

To ensure that all packed lunches brought from home and consumed in school (or on school trips) provide pupils with a healthy, balanced and nutritious lunch, promoting equality for all pupils and ensure consistency between school meals and packed lunch policies.

National and Local Guidance

This policy has been written to reflect the School Food Standards that were revised in January 2015. It has also been written to reflect the Eatwell plate model of healthy eating and supports key outcomes of The School Food Plan. The policy supports Ofsted's commitment to assess pupils' knowledge of how to keep themselves healthy and our school's ethos of healthy eating.

Where, when and who the policy applies to

This policy applies to all pupils, staff and parents or carers providing packed lunches to be eaten within school or on school trips during normal school hours.

Eating arrangements

What to expect from school:

Pupils bringing a packed lunch are able to eat together with those who eat a school meal and will be offered tasters of school meals when appropriate.

Evidence shows that school meals are more nutritious than packed lunches. Therefore, school meals are encouraged as the preferred option for all pupils.

We will provide an attractive, bright and clean environment for pupils to eat their packed lunches.

We will provide free, fresh drinking water for all pupils, therefore there is no need to include an additional drink in lunchboxes.

What is expected from Parents/ Carers

Please ensure you keep the contents of lunchboxes cool on warmer days by using an insulated bag and/or freezer block. Alternatively, you can freeze items of the lunch such as yoghurts or sandwiches.

We use a Traffic Light system to categorise foods into Red, Yellow and Green foods. Foods categorised as red are not allowed in school lunches. Food categorised as red are not allowed in school lunches or school meals. Yellow foods can be included several times each week and Green foods can be included as often as children and parents wish, and are encouraged to be eaten on a daily basis. A leaflet is provided which summarises the policy for ease of reference.

Special diets and allergies

It is acknowledged that some special diets may not allow lunchboxes to comply with the policy. The school will work with all families to ensure that lunchboxes are as healthy and nutritious as possible and will agree alternatives where possible.

Our school catering service is committed to meeting the dietary needs of all pupils so we encourage pupils to eat a school meal where the packed lunch policy does not support their needs. Please inform the school of any special dietary requirements in writing, supported by a letter from the GP when possible.

Monitoring

Our School Council and/or School Food Ambassadors may carry out monitoring of the contents of packed lunches. We will share findings with parents and pupils where appropriate.

Healthy packed lunches will be acknowledged and rewarded with positive praise, stickers, house points and/or a place on the top table. We will not punish unhealthy packed lunches or stigmatise children who are unable to meet the policy.

How we will support the policy

Pupils and parents or carers who regularly struggle to provide a packed lunch in line with the policy will be supported sensitively on an individual basis. If discouraged/ disallowed items (Red foods) are found in lunchboxes, the school will remind pupils and parents/carers of the policy (eg through reminder cards) and will usually offer a swap item of a piece of fruit or vegetables, saving the until the end of the school day. If unhealthy foods or portion sizes are repeatedly brought into school, a copy of this policy and appendices will be sent home offering alternatives and solutions to help families support the policy and protect their children's health.

We will support parents by sending home affordable menu ideas, recipes, portion guidance and useful tips for healthy packed lunches (see appendices).

We will support pupils through education and practical learning in the curriculum.

We will ensure that messages within our 'whole school food policy' are consistent and in line with this policy.

Review

We welcome pupils and parents/carers to discuss the content of the policy with school at any time and offer ways to help us improve healthy eating.

The policy will be formally reviewed each year by our School Council and/or School Food Ambassadors and other key people including parents.

Sharing the policy

We will send home in September a full copy of the policy to parents of children choosing a packed lunch, and those who wish to swap from a school meal to a packed lunch during the school year.

The policy is also available in full on our school website.

Key messages and useful tips will be shared via newsletters as required.

Adopted by School's Governing Body on: (date)

To be reviewed (annually) by: (date)

Signed: (on behalf of the governing body)

Signed: (Head teacher)

Appendix 1

The Eatwell Plate

In our policy, foods from the purple slice shown below are not allowed in packed lunches:



Appendix 2

Packed Lunch Leaflet

The aim of our policy is...

To keep up our success of being a Healthy School, we think all children should enjoy a healthy lunch. This guidance is to help packed lunches be as healthy as school meals which meet the School Food Standards.

www.schoolfoodplan.com/standards

How we will support the policy ...

- We will ensure that free, fresh drinking water is available at all times and we strongly encourage a water only policy. It is not essential to include a drink in packed lunches as water is provided.
- We will provide menu ideas and practical advice for healthy, affordable packed lunches.
- We will reward pupils who bring in healthy packed lunches with praise, prizes and/or certificates.
- We will allow pupils who bring a packed lunch and pupils who have a school dinner to sit and eat together.
- We will ensure we listen to our pupils' and parents' views and ensure that this policy is fair and meets everyone's needs.
- Our traffic light system is in line with the School Food Standards for school meals.

Why have a policy for packed lunches?

Eating a healthy packed lunch or school meal is important to help children stay healthy, feel good and improve their ability to learn.

Our packed lunch guidance has been developed in response to parent surveys and observations of children's packed lunches, that found some less healthy foods that can affect energy levels, concentration, behaviour and health.

A healthier packed lunch focuses on the four main food groups of the eatwell plate, foods in purple the small section are not allowed to be eaten in school.



TOOL 21

PACKED LUNCH POLICY LEAFLET



Leeds Packed Lunch Guidance

This policy has been created in consultation led by our School Council, supported by parents, governors and the Leeds Health Wellbeing Service



Red foods

These foods
are not allowed in
school lunch boxes.

- Chocolate bars or sweets
- Crisps
- Cereal bars (these can be high in fat and sugar).
- Chocolate biscuits and cake bars
- Processed fruit products such as winders (these can be high in sugar).
- Sugary drinks such as Caprisun, Ribena, squash, fizzy drinks and energy drinks.



Amber foods

These types of foods
could be included occasionally as
part of a balanced packed lunch.

- High salt or fat snacks such as, snack-a-jacks, crackers, bread sticks.
- Small plain or fruit cakes such as scones, tea cakes or malt loaf.
- Plain biscuits, flapjacks or fig rolls
- Processed meat products such as sausage rolls, pies, corned beef, pasties, pepperami or sausages.



Green foods

You can put these
in lunch boxes everyday
or as often as you like.









- 1 portion of fruit and 1 portion of vegetables. This could include fresh, tinned or dried.
- A type of starchy food such as bread, pasta, pittas, bagels, wraps etc. Try to include wholegrain varieties.
- Meat, fish or other sources of non-dairy protein (e.g. lentils, kidney beans, quorn, chickpeas, houmous, eggs).
- Dairy food such as milk, cheese, yoghurt or fromage frais.
- Oily fish such as salmon or sardines at least once every three weeks (tinned tuna doesn't count).
- Only water as we provide all pupils with free fresh drinking water throughout the day and at lunchtimes.

Appendix 3

Portion Size Guide

Portions seem to be getting bigger- crisps, chocolate bars, fizzy pop drinks, take aways, pizza – even plates seem to be growing! To make sure children don't end up with the same amount of food as an adult, we have to think about what portion is right for them. This will make sure they have enough energy to learn and play but also stay a healthy weight.

Check out the guide below for what makes up a healthy lunchbox.

	VEGETABLES	FRUIT	STARCHY FOOD	MEAT, BEANS, FISH, EGGS	DAIRY	TREAT
COULD INCLUDE	Carrot, pepper or cucumber sticks, grated carrot, cherry tomatoes, vegetables such as peas or sweetcorn as part of a salad.	Grapes, kiwi, melon, apple, banana, strawberries, fruit salad, fruit kebabs, tinned fruit in juice, or dried fruit.	Wholemeal bread/ half and half bread, rice, pasta, wraps, potatoes, pittas. 	Lean cooked ham, chicken, boiled eggs, beef, chickpeas, tuna, mackerel, lentils, quorn, tofu, kidney beans or broad beans.	Yoghurt (low sugar varieties) fromage frais, cheese spread, cheese portions, rice pudding, soft cheese. 	Fruit loaf, banana bread, fruit muffin, baked samosa, plain breadsticks with houmous or tzatziki, small plain or fruit cake.
PORTION SIZE	One child's handful of vegetables. 	Dried fruit: 1 dessert spoon. Fresh and tinned fruit: one child's handful. 	Two slices of bread from a medium sized loaf, one medium pitta pocket, one wrap or one child fist size of cooked rice or pasta. Two or three egg sized potatoes. 	One child's palm size, thickness of the little finger. 	A 125g pot of yoghurt or fromage frais, rice pudding or a small matchbox (30g) size piece of cheese. <i>Ensure dairy replacements have added calcium in them.</i> 	Approximately ½ a child's size palm. 

Appendix 4

Smart Swaps

Match up some swaps you could make in your lunch box to make it super healthy, or choose new ones.

Let's get swapping!!

Items to swap



Healthy swaps



Appendix 5

Suggestions for Packed lunches

Packed Lunch

LOW COST MENU IDEAS

TOOL 19



	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
OPTION 1	 <p>Tuna & sweetcorn pasta salad An apple Small tub of rice pudding Cost*: 55p/77p</p>	 <p>Egg salad sandwich Small tub of tinned pineapple Slice of fruit cake with soft cheese spread Cost*: 63p/90p</p>	 <p>Ham & soft cheese sandwich A banana Small tub of carrot sticks Cost*: 50p/75p</p>	 <p>Beef & onion salad sandwich Tub of rice pudding & raisins A banana Cost*: 65p/£1.03</p>	 <p>Mackerel potato salad A slice of fruit loaf Cherry tomatoes Cost*: 57p/77p</p>

*Costs were calculated based on the average price across 6 'bargain' style stores across Leeds (2015), including Tesco's Everyday Value range. Costs given denote average cost for primary/secondary pupil portions in accordance with statutory portion sizes.

OPTION 2

DAY 1



Rice with peas and a
boiled egg
A handful of grapes
A small slice
of malt loaf
Cost*: 55p/77p

DAY 2

Ham & cheese salad
sandwich
A banana
3 oatcakes
Cost*: 60p/£1.01



DAY 3



Cheesy tuna
& pea
pasta salad
A handful
of grapes
A fromage
frais
Cost*:
64p/92p

DAY 4

Mixed bean & sweetcorn
rice salad
Small handful
of dried fruit
A handful of
grapes
Cost*: 56p/96p



DAY 5



Ham, pea & soft
cheese pasta salad
Small slice of plain
sponge cake
An apple
Cost*: 78p/£1.16

*Costs were calculated based on the average price across 6 'bargain' style stores across Leeds (2015), including Tesco's Everyday Value range. Costs given denote average cost for primary/secondary pupil portions in accordance with statutory portion sizes.

OPTION 3

DAY 1



Ham & cheese salad sandwich
Oatcakes with peanut butter
Small tub of tinned pineapple
Cost*: 67p/£1.13

DAY 2

Tuna & sweetcorn pasta salad
Small tub of tinned peaches
A fromage frais
Cost*: 60p/85p



DAY 3



Chickpea & sweetcorn pasta salad
Small handful of dried fruit
Tub of rice pudding
Cost*: 54p/89p

DAY 4

Ham & cheese sandwich
Tub of carrot sticks
A clementine
Cost*: 49p/79p



DAY 5



Peanut butter & salad sandwich
A clementine
A fromage frais
Cost*: 51p/72p

*Costs were calculated based on the average price across 6 'bargain' style stores across Leeds (2015), including Tesco's Everyday Value range. Costs given denote average cost for primary/secondary pupil portions in accordance with statutory portion sizes.

Packed Lunch CREATIVE IDEAS AND TOP TIPS

TOOL 17



Creative ideas and top tips for exciting packed lunches

EAT ME

Write little notes or surprise messages in lunchboxes.

Use fun and colourful Tupperware and swap it throughout the week.

Use stickers in and on lunch boxes to reward children for choosing to eat the healthy option in their lunchbox.



Play the smart swaps game - ask your child/children to swap food items to healthier alternatives. It's not about cutting food out but just making similar swaps.

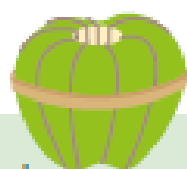


MENU

Create a menu for the week and ask your child/children help and take ownership for their own menu. Make sure you guide them to choose a balance in line with the packed lunch standards.



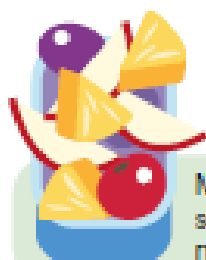
How to include more fruit:



Core and slice an apple then put it back together and pop an elastic band around it - bite size crunchy slices that are ready to eat and won't go brown!



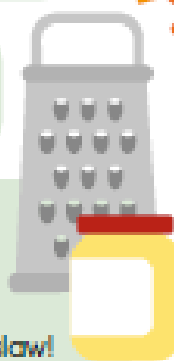
Make fruit kebabs - putting fruit on a stick makes it much more exciting!



Make a pick 'n' mix style fruit selection - more colours, more flavours and more fun.



Mix grated hard cheese with grated apple a squeeze of lemon and a little mayonnaise - this makes a fruity coleslaw!



How to include more vegetables:



Try sticks of carrot, cucumber or pepper or cherry tomatoes. Children are much more likely to eat veg if it's in bite-sized pieces, and if they don't have to peel it themselves.



Try grated carrot or pepper as sandwich fillers - these are sweet and crunchy and less likely to make bread go soggy.

Pasta and rice salads are an easy way to pop some extra veg in - try pea, sweetcorn, grated carrots, courgette, celery or pepper.

