

ALDERMAN RICHARD HALLAM PRIMARY SCHOOL

Packed Lunch Policy

Policy Reviewed: September 2025

'Educating a community of life-long learners'



Packed Lunch Policy

Aims:

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

We are part of a Healthy Network party with two other schools, and we want to support our families with ideas and ways to encourage a balanced diet at school. This policy has been created in liaison with your pupils and their parents and carers.

The aim of this policy is:

- To make a positive contribution to children's health.
- To encourage a happier and calmer population of 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 www.schoolfoodtrust.org.uk/nutrientstandards for more information.

This policy applies to all pupils, parents and carers providing packed lunches if they are to be consumed within school or on school trips during normal school hours.

National guidance:

The policy follows all national guidance and legislation, including guidance from the School Food Trust – a strategic policy framework for governing bodies (National Governors' Council, (NGC) 2005).

Expectations:

- 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 arrangements.
- The school will work with parents and carers 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 with freezer blocks where possible to maintain the quality of the food.
- We do not have the facilities to reheat food brought in from home so please ensure it is something that can be eaten at ambient temperature.
- Wherever possible, the school will ensure that packed lunch pupils and school dinner pupils will be able to sit and eat together.
- Children within the nursery setting are seated safely during meals and snacks and are supervised to reduce the risk of choking.
- To minimise the risk of choking within the foundation stage, we follow government guidance on food preparation. We will cut small round foods like grapes and cherry tomatoes lengthwise into quarters where applicable. The school will avoid offering

popcorn and hard sweets to children under 5 and ask parents and carers to do the same.

Packed lunches should ideally include:

- At least one portion of fruit and/or one portion of vegetables every day.
- Meat, fish or another source of non-dairy protein (e.g. lentils, kidney beans, chickpeas, hummus and falafel) every day.
- 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 or fromage frais every day.
- Water, yoghurt or milk drinks and smoothies.

Packed lunches should ideally not include:

- Snacks such as crisps. Instead, include seeds, vegetables and fruit (with no added salt, sugar or fat). Savoury crackers or breadsticks served with fruit, vegetables or dairy food are also a good choice.
- Confectionery such as chocolate bars, chocolate-coated biscuits and fun size sweets. Treat size cakes, chocolate bars and biscuits are allowed but please encourage your child to eat these only as part of a balanced meal.
- With children under the age of 5, we ask that parents and carers cut any round food like grapes and cherry tomatoes lengthwise into quarters. Avoid offering popcorn and hard sweets.

Packed lunches **are not permitted** to include:

- Anything containing nuts. We are a NUT FREE school and any items containing this will have to be removed from the child's packed lunch and handed back to parents and carers at the end of the school day. Please note, if we suspect an item may have nuts but we do not have an ingredient list on the packet, we will have to remove the item and hand it back at the end of the day as well.
- Chocolate spread. As we cannot verify the ingredients to be certain they do not contain nuts, these are not permitted at Alderman Richard Hallam Primary School.

The school also recognises that some pupils may require special diets that do not allow for the standards to be met exactly. This information is collected when the child starts at our school and is recorded and shared with relevant staff. In this case, parents and carers 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 read in conjunction with the following policies:

- PSHE Policy
- Physical Intervention & Positive Handling Policy
- SEND Policy