

Food in School Policy

Policy Adopted on: Summer 2023

Review Date: Summer 2026

Signed by:



Chief Executive

Rationale

This policy is applicable to those foods brought into school for consumption that are not linked to the teaching of DT. For example for food tasting activities linked to Science or International Tasks. It is also applicable to other events e.g. class or year group parties where low, medium and even high risk food may be consumed within the classrooms.

Aim:

The aim of this policy is to ensure the safe consumption of foods within school (outside of DT) in order to minimise the risk of food poisoning.

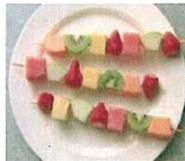
How the aim can be achieved:

- Foods will be brought fresh from a reliable source.
- Where possible the foods will be quality ensured (e.g. the lion stamp on eggs).
- A safe and hygienic environment will be provided through following the guidelines set out in the Top ten tips for keeping food safe document in Appendix 1.
- Hazard Analysis and Critical Control Point, HACCP, forms will be completed to ensure the above points, see Appendix 2. These will be the responsibility of staff to complete and share with the other members of their teaching team. These HACCP forms will be quality assured by the DT coordinator.
- Consideration for allergies will be a priority and letters home will be sent to inform parents where necessary.
- If foods are brought in by children, particularly high risk foods e.g. sausage rolls, they will be bought from reliable source and will be SEALED in their packets, on arrival to school. Best before dates will be checked by staff and they will be stored as appropriate.
- Home cooked foods brought in by children for the consumption of children will not be allowed. This is to ensure that health and safety standards are followed. The ingredients, preparation environment and general hygiene standards cannot be quality assured.
- Home cooked foods brought in for functions for the consumption of families, under the guidance of parents or for informed adult consumption, is permitted.
- Food will be stored in an appropriate environment. If refrigeration is required arrangements will be made through discussion with staff to ensure space in the staff room fridge. Arrangements can also be made with the Head Cook to store products in the school kitchens.

APPENDIX 1:

TOP TEN TIPS FOR KEEPING FOOD SAFE

1. Always buy food from a clean and reputable seller.
2. As soon as you arrive at school place all fresh or frozen foods straight into the fridge or freezer.
3. Check that the temperature of your fridge is below 5°C by using a fridge thermometer.
4. All foods should be covered or stored in sealed containers.
5. Never exceed 'use by' dates.
6. Always wash your hands before handling food and wear suitable apron / covering.
7. Always store raw foods and cooked/ready to eat foods separately.
8. Use different chopping boards/work surfaces/utensils for raw and ready to eat food.
9. Clean and where necessary disinfect worktops, knives and other utensils thoroughly before and after use. (where possible use separate equipment & utensils for raw and ready to eat foods)
10. Use disposable cloths or make sure cleaning cloths are regularly cleaned and disinfected.



(This page can be copied and displayed in appropriate food areas)

APPENDIX 2:

H A C C P FLOW DIAGRAM

