



Dietary Restrictions Policy 2021

Rationale

The Children and Families Act 2014 and **The EU Food Information for Consumers Allergen Legislation December 2014** have changed the emphasis on how dietary restrictions are handled in public places, including schools. This means we are now required to have:

- a full list of all ingredients including the 14 named allergens for all food served in school, including during voluntary events and for packaged and unpackaged foods; **not including packed lunches brought from home**
- provide high quality support for children with medical conditions
- provide a safe dietary experience for pupils
- provide dietary alternatives
- ensure procedures are in place to avoid dietary cross-contamination

The protocols in this policy apply to all school users and include those with dietary restrictions for medical, ethical or religious reasons. This policy does not cover food provided by the school kitchen but the practices are in line with their food safety systems.

Safety and data protection

Information about dietary restrictions for medical, ethical or religious reasons fall under data protection and sharing of such information is usually restricted. However, in order to ensure safe practices for pupils, the dietary allergy and restriction list will be shared throughout school and to volunteer parents, as well as with food preparation staff on school trips. The school has a co-ordinator for school dietary restrictions, Claire Smith.

Aim:

To have in place written protocols and a policy for handling food in school for those pupils, parents, staff members and visitors with dietary allergies or dietary restrictions for medical, ethical or religious reasons.

Objectives:

To provide training to school staff and volunteers on food handling regarding allergens and dietary restrictions.

To keep a visible and up to date list with photographs of all pupils who have a dietary allergy or restriction is displayed in school. To provide a protocol for all cooking sessions, class tasting sessions, birthday treats, school events, sports events, staff meetings and link club sessions (all known collectively as food events).

To ensure this protocol is applied during off-site and for school day visits and residential trips.

To offer guidelines for parents of pupils bringing in packed lunches, home baking for school or Friend's events and birthday treats.

Protocol for food handling:

1. Staff training and updates should occur once a year with a list kept of who has been trained. Training should include key members of Friends group and toddler group and Link Club staff. Training content should include any update of legislation for dietary restrictions, specific restrictions of pupils in school with an explanation of any medical conditions, description of this policy and food event protocol and a chance for clarification and questions to be asked.
2. Food safety protocols to be adhered to during a food event including washing of hands, wearing aprons, safe food storage and safe cross contamination practices.
3. If a child has a dietary restriction the parent/guardian should complete a form about their child's dietary restrictions. These will be used to compile a central DR list which should include the name and class of the pupil, a photograph of the pupil and description of dietary restriction. As pupil's circumstances can change, parents are asked to keep the school informed, to ensure the list is updated where necessary. Dietary Restriction information is given to the council to support school meal provision.
4. Snacks at Friend's events or special occasions are likely to consist of foods high in sugar and fat. These are viewed as treat occasion snacks and the nutrition content will be reviewed regularly. Healthy snacks will be offered alongside these, at Friend's or special events. In order to control cross contamination, snacks from home are not permitted for these events e.g. film night.
5. Nuts: The school is a nut-free environment and no food should be brought in where nuts are a main ingredient. As nut allergies are the most likely to cause severe medical reactions, for the safety of the pupils with severe allergies and our younger pupils, **nuts of any kind cannot be brought into school**. Lunch boxes, snacks and treats for birthdays must all be nut-free in the main ingredient list. It is permissible to bring in food which says 'has been processed in a factory containing nuts' e.g. some of Cadbury's chocolate but not 'may contain nuts' e.g. Milkyway bars or Stars. Foods in Link Club, early years snack and cooking sessions are nut-free and are free from 'made in a nut-free environment'. During family events such as the spring fair or bingo night nuts can be sold on stalls as long as they are in a sealed package and not opened on school premises. The staff room is a nut-free environment.
6. Packed lunches: Nuts or food items which contain nuts are not allowed in packed lunches. We do not expect parents to scrutinise food labels to ensure products are made in a nut free environment however in order to reduce risks at meal times foods containing nuts should not be part of a packed lunch or snack item. We also ask the children do not to share food at lunch/snack times. Packed lunches should not contain chocolate bars, crisps or sweets. This includes packed lunches for day trips.
7. Birthday cakes and treats: In order to avoid cross-contamination birthday treats sent into school should be either individual treats or if it is cake, they should be in separate wrappers and will be given out after school and eaten only when leaving school. We do not expect parents to provide food made in a nut free environment, but they should not have nuts in the ingredients. Ensuring treats are individually wrapped reduces the risk of cross contamination. School staff will read labels for other food allergens and any child with an allergy will be given a 'Free-from' treat to take home provided from 'school supplies' found in the staffroom cupboard.
8. Home baking for birthday treats and school events: We love that so many parents bake for school. Birthday home bakes should be individually wrapped and not contain nuts in the baking. At events such as the spring

fair and bingo night parents are responsible for their own children and monitor their diet accordingly. Products containing nuts should be contained in sealed packages whilst on the premises.

9. Vegetarian sweets and Haribos: vegetarian sweets can be provided, parents will be required to inform us where this is needed.
10. Sweet lollipops are not permitted in school as they are a potential injury hazard for children. Iced lollies are allowed for special events.
11. Water bottles are encouraged for all pupils and should contain water. In line with the school healthy eating policy, they should not contain juice.
12. Early years snack: to reduce the potential of choking hazards grapes are not served as part of the early years snack menu.
13. Visitors to the school, including after school club users, should be made aware this is a nut-free school. Signs indicating this should be displayed throughout the school and on the website.
14. The staff room is a nut-free environment and staff lunches should not contain nuts.

15. Food safety protocol for all 'food events' :

- a. All staff/volunteers involved in the food event should be aware of this policy, the protocol and any dietary restrictions in class.
- b. The DR pupil list should be checked before any food event is planned. If pupils with a DR are identified a named person should be responsible for working with them. Foods chosen for the event should either be suitable for all pupils involved or food replacements provided where necessary.
- c. When food for events are ordered all allergens should be checked on ordering. When the food arrives all allergens and expiry date should be checked. Food should be stored appropriately.
- d. Cross-contamination measures should be planned for with pupils with food allergies when they are handling food or involved in food tasting in class. For example, gluten-free, non-vegetarian food should be handled separately from other food. Boards and utensils can be found in the cookery cupboard near the meeting room to support this.
- e. Pupils and staff should wash their hands before handling or tasting any food.
- f. After the food event any issues can be reported to the DR co-ordinator in order to review policy and practice.

Supporting documents:

1. List of allergens
2. Letter to parents for DR information and update on new policy
3. Pupils list of dietary restrictions for each year (to be emailed to staff and updated half-terminly or earlier of notified of changes)
4. Staff list of dietary restrictions (to be kept in staff room)
5. Parent letter including consent and dietary restriction form
6. Letter for toddler group

7. Letter for friends
8. Training information
9. Training signature list for staff, supply staff, friends and toddler group
10. Leaflet for visitors

Helpful information:

School website, policy document

Food standards agency: www.food.gov.uk

List of some suitable treat foods: correct at time of April 2021

Nut-free makes	Main supermarket free-from may have nut-free foods Skittles, Starbursts, Jelly tots, Haribo and crisps, Nestle chocolate, Kit-kat
Gluten-free	Seabrook crisps, gluten-free free-from makes (check for nuts in ingredients), Galaxy chocolate, Minstrels, rice cakes,
Vegetarian/vegan	Vegan - Skittles, Oreos Vegetarian - Jammie Dodgers (contain milk)
Suitable for all dietary restrictions	Skittles, Jelly Tots, Starbursts