

## CATERING POLICY

This policy applies to all pupils and staff of Abbot's Hill, including EYFS.

The catering team is led by our Head Chef/Catering Manager, who is supported by assistant chefs and a team of catering assistants in the main school kitchen. Additionally, we have a dedicated cook who provides meals for our Nursery children. The catering department is managed by the Domestic Bursar who works closely with the catering team to ensure we provide school meals to a good standard.

### MONITORING AND REVIEW

Person Responsible	Head
Reviewed by	Bursar
Approved by	Head
Frequency of Review	Annually
Date of Last Review	November 2020
Date of Next Review	November 2025

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## Catering Policy

We comply with the Government School Food standards:

<http://www.schoolfoodplan.com/wp-content/uploads/2015/01/School-Food-Standards-Guidance-FINAL-V3.pdf>

These school food standards are intended to help children develop healthy eating habits and ensure that they get the energy and nutrition they need across the whole school day.

All of our food is prepared fresh every day and the selection is tasty, nutritious and made from ingredients we are proud of. We talk to children about what is on offer, recommend dishes, and serve the food in a pleasant environment where they can eat with their friends.

We comply with the Food Information Regulation, which requires food businesses to provide information about the allergenic ingredients used in any food they sell or provide.

<https://www.food.gov.uk/sites/default/files/media/document/top-allergy-types.pdf>

We cater for many different dietary requirements, allergies and intolerances and always provide alternatives such as gluten free or dairy free meals. Our Head Chef/Catering Manager is happy to assist parents with any questions regarding dietary requirements, and is available to meet with parents and their child to discuss their dietary restrictions in confidence.

We comply with the Food Standards Agency's Safer Food, Better Business which is an innovative and practical approach to food safety management.

<https://www.food.gov.uk/sites/default/files/media/document/sfbb-caterers-pack.pdf>

This ensures that we have in place food safety management procedures and comply with food hygiene regulations. All of our catering staff are food safety trained and have refresher training at regular intervals.

Children may not bring food or snacks into school at any time. However, in exceptional circumstances, this may be allowed after discussion and approval from the Head.

### Principles

- Fresh food is sourced locally where possible. We use a reputable local butcher, local fruiterers, local baker and a local fishmonger.
- We use fresh ingredients as much as possible.
- Children are encouraged to eat fresh fruit and vegetables at lunchtime, and fresh fruit is available at morning and afternoon breaks.
- The use of salt is kept to an absolute minimum.
- Chips and deep fried food are generally served no more than once a week.
- Low-key monitoring of the children's choices and general eating habits is carried out discreetly by the catering team during daily service. Guidance is given to the younger children in particular to encourage healthy eating.
- The school council gives pupils the opportunity to give feedback on school catering and discuss any issues. We will listen to this feedback and respond in a positive manner.
- Parents may view the weekly menu on the Parent's Portal.

- Once each half term a different set of Prep Parents are invited to join their daughter/s for lunch in the Dining Room. This arranged by the Head of Prep.
- Fresh drinking water is freely available at various locations around the school site.

Issue Date: November 2020

Review Date: November 2025 or earlier if major change requires

A handwritten signature in black ink, appearing to read 'K. Gorman', with a small flourish at the end.

Mrs Kathryn Gorman  
**Head**

## Appendix: Summary of services provided

<b>Breakfast Service</b> 7.40am – 8.15am	<b>Mid-Morning Break</b>	<b>Lunch Service</b>	<b>Afternoon break</b>
<p>A breakfast is available for pupils in Year 3 and above in the dining room every day, without the need to pre-book.</p> <p>Grilled bacon Grilled tomatoes Mushrooms Baked beans Poached or scrambled eggs Toast Petit pains Crumpets Breakfast muffins Fruit juice Tea and coffee Selection of cereals/Porridge</p> <p>Pupils from Year 2 and below can have breakfast of toast and cereal in the Prep School breakfast Club.</p>	<p>Filled rolls Breadsticks Fresh fruit Hot chocolate or tea Orange Squash</p>	<p>Menus are generally planned half-termly to provide a varied and well-balanced choice. Typically this may comprise of:</p> <p>MONDAY- Spaghetti Bolognese/Lasagne/Shepherd’s pie/Chilli con Carne TUESDAY- Pizza/sausages/meatballs WEDNESDAY- Chicken pie/Sweet &amp; sour chicken/Chicken curry THURSDAY- Roast dinner FRIDAY-Fish &amp; Chips</p> <p>Also available daily: a vegetarian choice, home-made soup, at least two vegetables, pasta, jacket potatoes, salad bar, home-made bread, fresh fruit, and a choice of cakes or dessert.</p>	<p>A biscuit and fresh fruit is provided for afternoon break for Prep School children and at 4.30pm for the senior students who are attending prep or after-school activities.</p> <p>Children staying for After School Club are provided with a simple teatime snack and fresh fruit.</p>
		<p><b>Packed lunches</b></p> <p>As required for school trips, these include a filled roll, biscuit, crisps, and a piece of fruit.</p>	