



Meltham School's Out

Food Policy

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Policy Author:	C. Stannard, G. Broughton		
Approved by:	Meltham School's Out Committee		
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1.0 Aims

The aim of this policy is to provide a statement of the club's principles regarding the preparation and consumption of food and its involvement in promoting healthy lifestyles.

2.0 Roles and Responsibilities

Club committee including management:

- To facilitate the role that the club plays in promoting lifelong health through food choices.
- To ensure that staff have the required skills, through appropriate training and supervision

Club staff:

- To implement the policy and support the provision of healthy food.
- To model healthy eating habits to promote their own health and to ensure that messages regarding food are consistent.

Parents:

- To notify and update the club of any food intolerances, allergies, and/or other dietary requirements of their children.

3.0 Policy

The food that is consumed in the club and the attitude towards nutrition have a significant influence on the health of children and staff. The club aims to provide high quality nutritious food that is suitable for the ages and dietary requirements of the children, and to promote healthy eating habits.

3.1 Food Safety

All staff responsible for preparing and serving food are trained in Food Handling and Hygiene and follow current Food Hygiene legislation. Appropriate controls are implemented to prevent cross-contamination, such as food being stored according to safe food handling practices.

3.2 Food and Personal Hygiene

Staff at Meltham School's Out maintain high standards of personal hygiene and take all practicable steps to prevent and control the spread of infection, including:

- Maintaining a clean environment at all times.
- Attending regular Food Hygiene training and following appropriate guidelines and legislation.
- The safe disposal of food waste.
- Washing their hands after using the toilet and before preparing food.
- Keeping cuts and abrasions covered with appropriately coloured plasters and latex-free gloves when preparing food.
- Wearing gloves when preparing food if the member of staff has painted nails.

3.3 Healthy Eating

Meltham School's Out promotes healthy eating habits as part of its broader aim to promote healthy lifestyles. Where appropriate, children are involved in the planning of the weekly snack menu. On occasion, craft activities are focused specifically on healthy eating and introducing children to food and ingredients they may not have encountered before. Healthy eating and nutritional information is displayed in the club where food is prepared and eaten to encourage discussion of healthy eating habits.

3.4.1 Breakfast Club

At breakfast club, breakfast is served between 7.45am and 8.15am and the children all sit down together to eat, which supports and promotes their personal, social and emotional development. Breakfast is 'self-service' to encourage children's physical development and independence. Children that arrive after 8.15am are given the choice of a cereal bar and/or a piece of fruit. The choice of food available at breakfast club can be found in Appendix I.

3.4.2 After School Club

At afternoon sessions children are provided with a light, balanced snack, which may be hot or cold food, such as a sandwich or jacket potato, for example. All children sit down together at snack time to eat, and personal, social and emotional development is further supported and promoted by giving all children choice of what they would like to eat. Children are asked to bring their water bottles into snack with them. Alternatively, they will be provided with a drink

of water to have with their snack. An example of a weekly menu can be found in Appendix 2.

Fresh drinking water is available at all times, which the children are free to help themselves to during the sessions.

3.5 Supervision at Mealtimes

In line with the Early Years Foundation Stage 2024, (s.3.36) club staff are always within sight and hearing of the children whilst the children are eating, whether at breakfast or snack time.

3.6 Special Dietary Requirements

Meltham School's Out aims to provide food that meets the dietary requirements of all children. Food intolerances, allergies, cultural or religious food requirements must be notified to the club as part of a child's application, so that these can be taken into account during the planning, preparation and serving of food. Each child with dietary requirements has their photo displayed in the kitchen, along with their specific requirement/s. These children are given an orange wristband before breakfast/snack time to ensure that staff are fully alert to a dietary requirement.

The club keeps in regular contact with the parents/carers of those children with specific dietary requirements to ensure that information is kept accurate and up-to-date.

All foodstuffs purchased for consumption by the children are recorded onto the club's Food Matrix, which details the allergens present in the ingredients lists. This is reviewed on at least a termly basis and updated when needed. A blank copy of the Food Matrix can be found in Appendix 3.

4.0 Appendices

4.1 Breakfast Options

Regular breakfasts include:

- A selection of low sugar and sugar-free cereals
- Toast with a choice of butter and/or jam
- 1 small cup of fresh juice (apple or orange) or children may choose water or a cup of milk

Occasional/one-off breakfasts include:

- Toasted fruit bread
- Homemade pancakes with a choice of toppings
- Crumpets with a choice of spreads.

Semi-skimmed milk is used, unless dietary requirements are specified.

4.2 After School Club Sample Menu

MONDAY

Rice cakes and houmous

TUESDAY

Pasta bake

WEDNESDAY

Pitta bread with tuna mayo or other fillings/toppings

THURSDAY

Jacket potatoes and beans

FRIDAY

Cheese and crackers

A selection of fresh fruit and salad/vegetables are served with snack.

4.3 Meltham School's Out Food Allergy Matrix Template

Tick allergens, as appropriate, for each food item

Food Item	Egg	Milk	Fish	Crustacean	Mollusc	Peanut	Tree Nut*	Sesame	Cereals Containing Gluten	Soya	Celery	Mustard	Lupin	Sulphites

*State specific nut contained in food item.