



# PACKED LUNCH POLICY TEMPLATE

**This policy template can be used as a framework to help you shape your own school packed lunch policy. It can be amended and tailored to your school's needs as appropriate.**

## AIM

All packed lunches brought into school are packed safely, are healthy, (based on the national standards set for school lunches) and consumed around a positive dining experience.

## RATIONALE

Provide an overview of your school lunch box audit process and results here.

## OUR SCHOOL

- Pupils in Reception and Key Stage One will be supported to take – up their Universal Infant Free School Meal entitlement.
- We will provide a safe, clean environment for pupils to eat their packed lunch.
- We will store packed lunches in a cool, dry place.
- We will allow pupils on packed lunches and school dinners to sit together.
- We will provide free drinking water for pupils on packed lunches.
- Pupils on packed lunches with food allergies and intolerances will be supported by lunchtime supervisors.

### PACKED LUNCHES SHOULD INCLUDE THESE ITEMS EVERY DAY

- Energy food – choose wholegrain varieties like bread, pasta, couscous, rice, chapattis and wraps.
- Protein food - like meat, fish, dairy, eggs, lentils and beans.
- At least 1 or more portions of vegetables.
- 1 portion of fruit.
- A dairy food – like milk, cheese, yoghurt, custard or calcium-enriched plant-based dairy alternative.
- A drink of water, milk or fruit juice.

### PACKED LUNCHES CAN OCCASSIONALLY INCLUDE

(approx once per week)

- Meat based food items like sausage rolls and pies.
- Cakes and biscuits.

### PACKED LUNCHES SHOULD NOT INCLUDE

- Snacks high in salt like crisps – instead include plain popcorn, vegetable sticks, seeds, savoury crackers or breadsticks.
- Confectionery like sweets, chocolate bars – instead include fruit, flapjack.
- Soft drinks – fizzy drinks, squash (those labelled no-added sugar or sugar free contain harmful sweeteners and encourage a taste for sweet food and drinks).

### ASSESSMENT AND REVIEW

- The School Nutrition Action Group will carry out an annual lunch box audit.
- Lunchtime supervisors will reward healthy packed lunches in line with our lunchtime reward scheme.
- The packed lunch policy will be sent home when items are brought in to school that don't meet the standards. If this continues on a regular basis, parents will be invited into school to discuss the matter.

### USEFUL LINKS FOR FURTHER INFORMATION

- [Home - Food for Life](#)
- [School food standards: resources for schools - GOV.UK \(www.gov.uk\)](#)
- [Lunchbox ideas and recipes – Healthier Families - NHS \(www.nhs.uk\)](#)

### DATE POLICY APPROVED:

DAY / MONTH / YEAR

### REVIEW DATE:

DAY / MONTH / YEAR

# PACKED LUNCH AUDIT TOOL

Carrying out a school lunch box audit is a step towards addressing the food bought in from home. Through a whole school approach to food your school can use the results of an audit to run some practical support sessions and launch a packed lunch policy.

This template can be used by your School Nutrition Action Group to audit packed lunches in school.

## FOOD GROUP

## TICK BOX

✓	An item of Energy Food (wholegrain bread, pasta, rice, chappati)	<input type="checkbox"/>
✓	An item of Help to Grow Food (Meat, fish, eggs, beans, pulses)	<input type="checkbox"/>
✓	At least 1 portion of veg/salad and 1 portion of fruit	<input type="checkbox"/>
✓	An item for healthy bones and teeth (yoghurt, cheese, milk)	<input type="checkbox"/>
✓	A drink (milk, water, pure fruit juice)	<input type="checkbox"/>
✗	Savoury fried snack (like crisps)	<input type="checkbox"/>
✗	Chocolates or chocolate coated biscuits, sweets etc	<input type="checkbox"/>

Once you have completed your audit share the information with the whole school community through your website, parents evening and a school display. Invite health professionals like your healthy schools team or your school nurse in to run a packed lunch workshop with children and families.

Repeat the audit after a term and share the comparative results again with the school community. The children can incorporate the data into a maths lesson and display the information in graphs and pie charts.

You can now launch your school packed lunch policy incorporating your findings. Through this participatory approach children and families are likely to be more accepting of a policy that encourages a healthy balanced diet.