



WALTHAMSTOW HALL  
SEVENOAKS

## **CATERING POLICY**

### **Including the Early Years Foundation Stage**

**[This policy forms one of a suite of policies at Walthamstow Hall for safeguarding children]**

#### **General Statement**

Active, growing children and young people require plenty of wholesome food and regular meals. At Walthamstow Hall, we believe that we can offer something that will satisfy everyone. We support ethical buying, and we use locally grown, environmentally sustainable food wherever possible. We also use as much fresh food as possible, with our menus linked to seasonal produce. In order to eliminate potentially harmful food additives, we work with our suppliers to make as much use as appropriate of organic, natural food products and fair-trade produce. We ensure that our suppliers are committed to providing best quality and value, with the highest standards of accredited health and safety. We expect them to have procedures covering full traceability of source through the supply chain, with comprehensive food labelling, applying information on both allergens and nutritional data.

#### **Food Councils**

In the Junior School, the School Council, made up of pupil representatives, discuss food related matters and meet with the Junior School Management Team twice a term.

In the Senior School, there is a dedicated Food Council with representatives from every year included. They meet with the Deputy Heads, Bursar and Catering Manager every half term to discuss matters such as menus and new dishes and to provide feedback.

#### **Morning Snacks**

A mid-morning snack is provided for all pupils who wish to take it at both the Junior and Senior Schools. At the Junior School, the Early Years and Pre-Prep (Year 1 and Year 2) pupils are also provided with a drink of milk or water. Pupils in the Early Years are provided with fruit on a daily basis in addition to the snack.

#### **Lunch at Walthamstow Hall**

Lunch is the main meal of the day and it is served cafeteria style. The lunch break is 1hr.20min in length in the Senior School and 1hr.10min in the Junior School (1hr.20mins in the Pre-Prep). This is because at Walthamstow Hall we believe that it is very important to allow sufficient time in the middle of the day for pupils to eat, to relax and to participate in the large number of lunch-time clubs and activities. Pupils in the Senior School may opt to bring in packed lunches which they may eat in the Dining Hall. All pupils in the Junior School, from Reception upwards, have School lunch. Pupils in Early Years 1 may opt to stay for lunch.

## **Late Study and Wrap Around Care**

Breakfast is now available and a hot meal is provided for those pupils who make use of the Breakfast Club at both Junior and Senior Schools. In the Senior School, a snack is provided in the Dining Hall for pupils staying for Late Study, Twilight lessons or other after School activities. Whilst at the Junior School, a hot meal is provided after School.

## **Drinking Water**

Fresh drinking water is widely available and accessible at all times throughout the School. There are drinking fountains in key areas at both sites. Water bottles may be brought into School and are allowed in classrooms and exam rooms. Plastic bottles of water will no longer be provided for packed lunches. At the Junior School, as part of the Covid 19 risk mitigation procedures, water bottles are retained in School. They are washed daily in the industrial dishwasher and re-filled with fresh water for all pupils.

## **Menus**

We offer a wide choice between hot and cold food, with plenty of fresh fruit, vegetables and salads. Weekly menus are displayed in public areas in both the Junior and Senior Schools and are available to view on the website. We offer our pupils a widely varied, healthy and tasty diet. We also attempt to cater for all tastes and preferences, including vegetarian. Due to the requirement to socially distance pupils as part of Covid 19 risk mitigation, lunch menus have been reduced and a “Grab and Go” option has been introduced at the Senior School.

Any parent who is worried about the quality of the food is always welcome to come and discuss it with the Bursar and/or the Catering Manager.

## **Special Diets**

We operate a nut-free policy throughout the School. Parents of children who have allergies to any food product, or who have special dietary requirements, are asked to make this clear in the medical questionnaire which they complete when their child enters the School. They should inform the School at once if their daughter subsequently develops an intolerance of any food. The School Nurses and the Catering Manager are happy to see any parent who has concerns about their daughter’s medical condition, and to devise a special menu, where practically possible. Allergen information is displayed for all foods in the dining halls.

## **Learning about Food**

- In the Junior and Senior Schools, we devote time in both PSHEE and Biology lessons to ensuring that pupils understand why a healthy diet is so important.
- In the Junior School, cooking is taught as part of the DT curriculum and in the Senior School, Food Technology is a compulsory element of the Year 7 curriculum.
- Year 13 students have a number of PSHEE sessions on cooking for students to prepare them for university life.

This policy has regard to the guidance issued by the Secretary of State.

**Walthamstow Hall policies are approved, ratified and reviewed regularly by the Governing Body in the light of statutory requirements.**

Reviewed May 2021  
Next review May 2022

Signed: ..... Date: .....

Mrs J Adams  
Chairman of the Governing Body