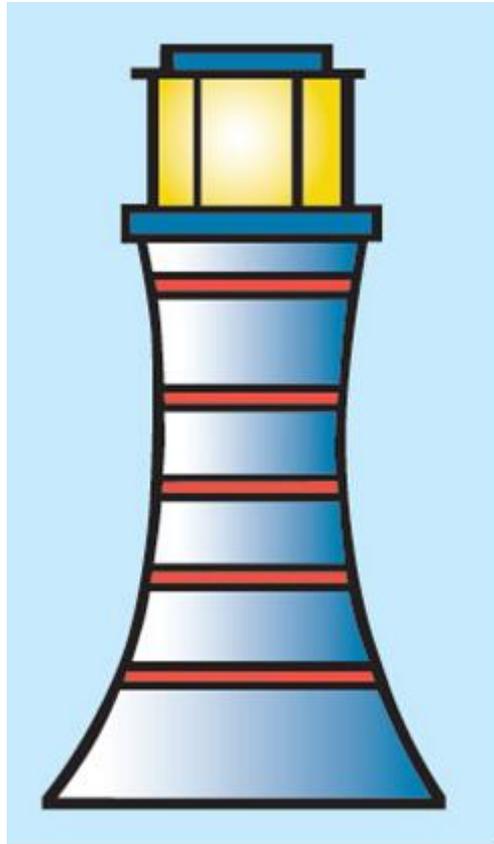


# Austhorpe Primary School



## Healthy Schools PACKED LUNCH POLICY

Date: February 2026

**Review date:** February 2029

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## Food Group

## How often

## Key policy information and tips

### Fruit and vegetables



One or more portion of fruit every day  
One or more portion of vegetables or salad every day

Fruit should be included as a dessert two or more times a week.  
Try to include three different fruits and three different vegetables each week.  
Options can include fresh, tinned (in natural juices) or dried.  
Pulses and beans count as vegetables.  
Try to go for different colours and think of creative ways to present them so they are more appealing.

### Starchy food



One or more portions every day

Try to include three or more different starchy foods each week. This could include bread (wraps, pittas, bagels), pasta, rice, potatoes, or couscous.  
Include a wholegrain variety at least one a week. You could try 50:50 bread or mix white and wholegrain pasta/ rice together.

### Milk and dairy



One portion every day

This includes plain milk, cheese, yoghurts and fromage frais.  
Check the labels on yoghurts as many are high in sugar. Choose yoghurts containing real fruit where possible.  
Freezing yoghurts is a great way to keep lunchboxes cool; they'll defrost by lunchtime.

### Meat, fish, eggs, beans and other non-dairy sources of protein



One portion every day  
A portion of oily fish once or more every 3 weeks

Try to include a variety. This could include chicken, ham, tuna, beans, lentils, cheese, houmous, soya, quorn, tofu, eggs, beef, chickpeas, salmon\*, mackerel\*, sardines\*  
For vegetarians, include a portion of non-dairy protein (a protein food other than cheese) on three or more days each week. This could include lentils, chickpeas, humus, soya, quorn, tofu, eggs, beans etc.

### Foods high in fat, sugar and salt



Plain/ fruit cakes and biscuits once or twice per week

No confectionery\* items

Limit snacks

A small cakes or biscuit is allowed occasionally as part of a balanced lunch and must not contain any confectionery. This could include scones, fruit loaf, plain muffins, flapjacks, plain biscuits.

\*Confectionery items include: sweets, chocolate bars, cereal bars, processed fruit bars, anything coated in chocolate.

Crisps are not permitted. Crackers, breadsticks, oatcakes and rice cakes can sometimes be included as part of a balanced lunch.

### Healthier drinks



Water is available every day

Free, fresh drinking water is provided by school for all pupils. Therefore there is no need to include an additional drink.

Our **Packed Lunch Policy** is shaped by our school vision – ‘To SHINE.’ We aim to deliver a broad and ambitious curriculum, rich in knowledge and skills, which is accessible to all. This policy support **children, parents** and **carers** to access a wide curriculum throughout the school day.



The content of the policy has been advised by the Leeds School Food Advisors and agreed by key stakeholders including Councillors, The Health and Wellbeing Service, Leeds Youth Council, Leeds Catering Agency and Public Health. This policy has also been written in consultation with representation from a cross-section of schools in Leeds. Teachers, senior leadership, school support staff, pupils, School Council and parents have all been involved in the development of this policy.

## Aim of the policy

To ensure that all packed lunches brought from home and consumed in school (or on school trips) provide pupils with a healthy, balanced and nutritious lunch, promoting equality for all pupils.

## National and Local Guidance

This policy has been written to reflect the School Food Standards that were revised in January 2015. It has also been written to reflect the Eatwell Guide of healthy eating and supports key outcomes of The School Food Plan. The policy supports Ofsted’s commitment to assess pupils’ knowledge of how to keep themselves healthy and our school’s ethos of healthy eating.

Please see attached food safety advice for preparing food for children age 5 and under: [Help for early years providers : Food safety](#)

## Where, when and who the policy applies to

This policy applies to all pupils, staff and parents or carers providing packed lunches to be eaten within school or on school trips during normal school hours.

## Eating Arrangements

Pupils bringing a packed lunch may eat together with those who eat a school meal and will be offered tasters of school meals when appropriate. Evidence shows that school meals are more nutritious than packed lunches. Therefore, school meals are encouraged as the preferred option for all pupils. We will provide an attractive, bright and clean environment for pupils to eat their packed lunches. We will provide free, fresh drinking water for all pupils, therefore there is no need to include an additional drink in lunchboxes. Please ensure you keep the contents of lunchboxes cool on warmer days by using an insulated bag and/or freezer block. Alternatively, you can freeze items of the lunch such as yoghurts or sandwiches.

## Special diets and allergies

It is acknowledged that some special diets may not allow lunchboxes to comply with the policy. The school will work with all families to ensure that lunchboxes are as healthy and nutritious as possible and will agree alternatives where possible. Our school catering service is committed to meeting the dietary needs of all pupils so we encourage pupils to eat a school meal where the packed lunch policy does not support their needs. Please inform the school of any special dietary requirements in writing, supported by a letter from the GP when possible.

## Monitoring

Our School Council and/or School Food Ambassadors will carry out regular monitoring of the contents of packed lunches. We will share findings with parents and pupils where appropriate. Healthy packed lunches will be acknowledged and rewarded with positive praise and special mentions in assembly. We will not punish unhealthy packed lunches or stigmatise children who are unable to meet the policy.

## How we will support the policy

Pupils and parents or carers who regularly struggle to provide a packed lunch in line with the policy will be supported sensitively on an individual basis. If discouraged items are found in lunchboxes, the school will remind pupils and parents/carers of the policy. This may be through reminder cards in lunchboxes or, if unhealthy foods are repeatedly brought into school, a letter may be sent home offering alternatives and solutions to help families support the policy and protect their children's health. We will support parents by sending home affordable menu ideas, recipes and useful tips for healthy packed lunches. We will

also deliver a practical parent workshop, where appropriate, to offer advice and information around healthy packed lunches and school meals. We will support pupils through education and practical learning in the curriculum. We will also deliver regular competitions, incentives and promotions to encourage healthy eating for all pupils and staff in school and at home. We will ensure that messages within our 'whole school food policy' are consistent and in line with this policy.

## Review

We welcome pupils and parents/carers to discuss the content of the policy with school at any time and offer ways to help us improve healthy eating. The policy will be formally reviewed each year by our School Council and/or School Food Ambassadors and other key people including parents.

## Sharing the policy

We will send home a full copy of the policy to parents each year. The policy is also available in full on our school website. Key messages and useful tips will be shared via newsletters as required.

Nominated member of staff to oversee the policy development: I. Griffith

Nominated Governor: Sue Harrison

Date of policy: 26/02/2026

Review date: Feb