

TITLE: FOOD AND NUTRITION PROCEDURE**GLOSSARY:**

Tamariki - children

Ākonga - student/s

Whānau - family members

Tumuaki - principal

Kaiako - teachers

Kaimahi - staff

Kai - food

Guidelines

- Food and nutrition will be covered in teaching and learning programmes.
- Ākonga will be encouraged to include healthy food in their school lunches.
- Businesses that are associated with school lunches through the school will offer a variety of food with a focus on healthy eating.
- Life Education Trust may be built into the Health and WellBeing programme to provide food and nutrition programmes.
- Clean drinking water will be available at all times and will be advocated as the best drinking option.
- Procedures have been put in place to ensure students wash or sanitise their hands prior to eating brain break, morning tea and lunch.
- When cooking is part of the teaching and learning programme, for example in the Garden to Table programme, safe and hygienic food preparation practices will be taught and adhered to, including regular hand washing.
- When handling food for consumption by others (e.g. school lunches, sausage sizzles), safe and hygienic food preparation and handling practices will be adhered to, including wearing gloves.
- All Ākonga will have a period of sitting to eat lunch at the start of the lunch break.
- Ākonga are not permitted to bring or consume energy drinks or fizzy drinks at school.
- Lollies and foods high in sugar will be discouraged but allowed as a special treat every so often. Lollies and sugary treats will not be allowed to be given out by ākonga or parents at school as birthday treats or celebrations for special occasions.
- Kaiako or adults at school will not regularly give out food or sugary snacks as part of learning programmes. If food is to be included as part of learning, whānau will be notified beforehand and all food allergies/dietary needs will be identified and planned for.

- All staff members will be encouraged to model healthy eating habits.
- Ākonga with food allergies, intolerances or preferences are notified to the school on enrolment. Ākonga will take personal responsibility for their food choices to suit their needs. In severe cases, a staff member will meet with parents each year to develop an information sheet about their tamariki's allergies and ways to minimise risk/deal with incidents. These information sheets, including a clear and current photograph of the child, will be on a shared online document that is kept updated and shared in an admin meeting on a termly basis.
- All food allergies and dietary needs that have been communicated to school will be identified and planned for as part of learning programmes and overnight camps.
- Staff will periodically have training on how to administer epi-pen medication in case of an emergency.
- Ākonga will be encouraged not to share food.

Use of microwave / cooking and heating equipment at school

- If a learning space is resourced with a microwave, ākonga from year 3 - 6 are allowed to use it to heat kai for lunch. Ākonga must be able to independently and safely use a microwave themselves - kaimahi will not be available to help them with this.
- If available, microwaves in learning spaces will be available during a set period of time at lunchtime only. The space must be kept clean and orderly by ākonga using the microwave/s. Access to microwaves may be limited or altered if cleanliness of the space becomes an issue.
- Ākonga will not have access to boiling water from urns, kettles or water heaters. Kaimahi are not available to prepare food with boiling water for ākonga. Noodles or other kai requiring boiling water cannot be prepared at school by ākonga.

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