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**North Yorkshire and York Healthy Schools – Food in Schools theme**

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| **Please insert your school name into this box** |
| Please write in here if this application is for **all schools in a federation** for this theme. Please write the names of all the schools as part of this application (this does not apply to academy trusts): |

**PLEASE READ THIS SECTION FIRST**

**The process for achieving a North Yorkshire and York Healthy Schools Award**

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| The aim of this action plan is to record progress and evidence towards achieving the Food in Schools theme of Healthy Schools.   * You are asked to write evidence for all criteria into the action plan but it is made clear in bold when additional information needs to be written. * A list of the further supporting documents that need to be uploaded online as evidence is provided at the start of the action plan |

**Getting started in school**

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| **Lead Staff Member**  Identify a named lead for the Healthy Schools Award but we do recommend a wider team work together on the award due to the different themes of the programme.  Share the Food in School action plan with the staff healthy schools team/ whole staff team and record what is already in place and is working well, using data from the Growing up in North Yorkshire survey/ School Health and Wellbeing Survey to support your responses.  Identify any outstanding elements of the Food in Schools criteria that need to be in place before submitting for the Food in Schools theme. Identify the actions required to fulfil the criteria, who is responsible and the time frame. | **Pupils Healthy Schools Team**  To make a submission for a healthy schools award the school **must have** a Pupil Healthy Schools team. This could be an existing group of pupils such as the school council, wellbeing champions, sport leaders or a newly formed group of pupils to support the school achieve the Healthy Schools award.  Share the Food in Schools action plan with the pupil healthy schools team and enable pupils to contribute to what is working well in school and what could be further improved. Data from the Growing up in North Yorkshire survey / School Health and Wellbeing Survey could also be shared with pupils.  The aim of the pupil team is to involve them to explore what is working well, what could be better and to help implement a positive change in your school linked to this theme.  (See appendix 1 at the end of the action plan for a suggestion on how you can feedback on pupil involvement) | **North Yorkshire: Growing up in North Yorkshire survey (GUNY)**  **York: School Health and Wellbeing Survey (SHWS)**  If your school took part in the GUNY / SHWS we would like data from the survey to be used to support your schools submission for a Healthy Schools award.  The data could be used to show:   * what was not working well and how you have implemented actions to make improvements * how well the provision is working in school and how this has been achieved   GUNY Comparison data could be used from the 2018, 2020 and 2022 survey.  If your school did not take part in the GUNY/ SHWS other data can be used – please identify the data source in the action plan. |

**Documents that need to be in place and will be required to be uploaded via the healthy school’s website as further evidence to support your school’s submission for the Food in Schools theme**

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| **As part of the submission we require the following documentation to be uploaded as further evidence for this theme** | |
| **Documentation that is required** | **Yes, in place** |
| **A whole school food policy** signed off by governors outlining guidelines on all aspects of food during the school day including breakfast clubs, snacks and packed lunches.  The policy should include reference to drinking water provision. |  |
| **Statement from caterer that school food is meeting National School Food standards or above, along with a current sample lunch menu** |  |
| **One photograph** that supports your work on this theme in school eg of the dining room; healthy eating displays; growing or cooking sessions |  |

**Submitting for the Food in Schools theme once all elements of the action plan have been completed**

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| Submitting for an award via the healthy school website:  Log onto <https://healthyschoolsnorthyorks.org/> and sign in with your school username and password   * Once all criteria have been achieved, please work through the Food in Schools ‘Theme content’ section online, uploading evidence where required. * Finally upload your completed action plan and supporting photographs. *Please can photographs be copied into a word document along with a short summary of what the photograph is showing.* * Then complete a short online survey, essential feedback for our funders. Your evidence will then be submitted for assessment towards an award and go through the quality assurance process. |

Please see the [healthy schools website](https://healthyschoolsnorthyorks.org/) resources page for support, documents and information in relation to this theme and the training and events section to support staff CPD for this theme. Any issues, please contact us [healthyschools@northyorks.gov.uk](mailto:healthyschools@northyorks.gov.uk)

**The following is the action plan that needs to be completed when making a submission for the Food in Schools theme of the Healthy Schools Award**

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| **Food in Schools action plan criteria- this needs to be fully completed before applying** |
| **Pupil Voice**  **Please write in this section what the pupil’s healthy schools team identified** as the area for development in relation to the Food in Schools theme and what changes have been implemented to make improvements. This should be **supported by a photograph** that supports your work on this theme in school eg of the dining room; healthy eating displays; growing or cooking sessions. |
| **Growing up in North Yorkshire Survey or for York schools the** **School Health and Wellbeing Survey (or other school data if the survey was not accessed by the school)**  **Please write in this section to showcase** some data from your schools survey that relates to the Food in Schools theme to either show how an area was identified for development or evidence to show an improvement in provision. |

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| **Food in Schools Action Plan** | | |
| **Criteria to be achieved for Food in School theme**  **PLEASE provide information to show that all aspects of the criteria are in place in your school.** | **Outline what you already have in place in your school to meet these criteria and how you know it is working.** | **ACTIONS – outline what you have put in place since working on the Healthy Schools scheme to meet these criteria.** |
| **Senior Leadership Commitment**  The leadership and management of the school provides visible leadership and champions the importance of healthy eating throughout the school day.  It is the statutory responsibility of the governing body and trustees to ensure that National  [School Food Standards](https://www.gov.uk/government/publications/standards-for-school-food-in-england) are being met for school meals. |  |  |
| **Policy**    A whole school food policy has been signed off by governors including guidelines on all aspects of food during the school day including breakfast clubs, snacks and packed lunches.  The policy should include reference to drinking water provision. “Drinking water must be provided free of charge at all times on school premises” (School food in England: Advice for Governing bodies)  **EVIDENCE UPLOAD: Whole school food policy. (NB this needs to be your school’s own policy not caterers school food policy.)** |  |  |
| **Subject Leadership & Curriculum**  **DESIGN & TECHNOLOGY**  A named Design & Technology subject leader, who has parity with other subject leaders, is given time to ensure cooking and nutrition is built progressively into the statutory D&T curriculum across all key stages  **EVIDENCE: provide detail in the action plan of the curriculum provision on food & nutrition and any additional cooking eg through clubs or for special themed days.**  **PRIMARY SCHOOLS:**  Cookery lessons are scheduled for **all pupils** at least once each school year as a minimum. |  |  |
| **School Meals**  Menus are regularly advertised to parents and carers. Vegetarian and other dietary requirements are available and varied.  Food waste is minimised through regular monitoring, portion control and consultation with pupils about menus. A food waste collection service is considered.  Kitchen staff and lunchtime supervisors encourage uptake of healthier options, eg encourage pupils to take some vegetables, fruit and/ or salad bar with their meal. Appropriate portions served and second helpings are not routinely offered.  Pupils are consulted on school meals and their suggestions discussed and implemented where practical.  **EVIDENCE UPLOAD: your caterer’s statement or policy that shows they are serving food that meets National School Food Standards**  **EVIDENCE UPLOAD: upload a recent example of a school lunch menu** |  |  |
| **Free school meals uptake**  Clear guidance is promoted to parents and families via the school website/ school newsletters on who is eligible and how to claim free school meals, including Universal Infant School (UIFSM) meals for primary schools.  Free school meal data is recorded and monitored by school. If levels of uptake decrease then appropriate investigations are put in place – eg discussing menu options with pupils, offering meal tasters to all pupils, inviting parents to taste school dinners at school events.  **EVIDENCE**: **detail in the action plan include the website and/ or newsletter link where free school meals are promoted to parents and families.** |  |  |
| **Packed lunches**  Pupils can eat alongside peers taking school meals, to enable them to see the school meals available and can sit with friends regardless of food choice.  Tasters of school meals are available for menu changes and to introduce new foods to encourage uptake.  Packed lunch numbers are monitored for rises and investigated to find out why changes are occurring.  As part of Whole School Food Policy, information is provided for parents and carers about the recommendations for a Healthy Packed Lunch and these should be enforced where practical. (Policies should allow for exceptional circumstances eg children requiring energy-dense foods for medical purposes).  NB A Healthy Packed lunch leaflet is available to promote to parents  [North Yorkshire Packed Lunch Guidance - Healthy Schools North Yorkshire](https://healthyschoolsnorthyorks.org/healthy-food/north-yorkshire-packed-lunch-guidance/) |  |  |
| **Dining environment**  Lunchtime is given a clear timetabled priority within the school day with adequate dedicated eating space for both school meals and packed lunches.  **SECONDARY SCHOOLS:** Consider changing timings of breaks and lunchtime to enable pupils time and space to make healthier choices. Consider limiting time off site to reduce pupils’ access to unhealthy local food choices.  Consistent school reward systems are carried out over lunchtime to ensure a calm, pleasant atmosphere in the dining room and other areas.  Pupils are consulted on ways to improve the dining environment and their suggestions are implemented where practical.  **EVIDENCE:** **detail in the action plan how pupils are consulted around food/ the dining room and a change that has been implemented** |  |  |
| **Healthy Snacks – including before & after school care snacks**  As part of your School Food Policy, breakfast and after school clubs provide clear guidance on food provision/ snacks. Any food served meets School Food Standards as a minimum. Where schools offer snacks at breaktime, these must meet minimum School Food Standards and include fruit.  **PRIMARY**: Uptake of free fruit scheme is actively encouraged for KS1 pupils. Fruit is allowed as a healthy snack at breaktime. Some schools may sell fruit to KS2 or provide it through subsidising.  **SECONDARY**: marketing and promotion favours healthier alternatives eg meal deal options including fruit or salad bar.  **EVIDENCE: detail in the Action Plan how healthier choices are encouraged/ promoted to pupils.** |  |  |
| **Access to drinking water**  Pupils **must have access** to drinking water throughout the school day. Clear procedures in place – eg primary schools may provide refillable water bottles or cups in school.  Schools should state that fizzy or sugary drinks should not be allowed to be brought in, including energy drinks for secondary schools.  Water refill stations to be readily available and kept clean.  **EVIDENCE: provide detail in the Action Plan of how your school provides free access to drinking water and tries to ensure ONLY water is brought in from home.** |  |  |
| **Growing Food in school**  A school garden is developed for growing, or pots and are planters used where space is limited. This could be used for gardening club, to support nurture groups, to support curriculum teaching etc  Provision of a compost scheme including eg fruit waste, scrap paper and staff teabags/ coffee grounds is considered; alongside general waste and recycling schemes.  **EVIDENCE: provide detail in the Action Plan of** **how pupils are involved in growing and composting and/ or recycling/ reducing plastic use in school.** |  |  |
| **Working in partnership with Parents / Carers and wider school opportunities**  The school actively engages parents and the community around food – eg tasters of school meals at open evenings, themed whole school days including food, Harvest Festivals, invitations to school lunches, community cooking sessions etc.  Public Health England ‘Healthy Eating’ initiatives are promoted to parents – eg Sugar Smart, 5 a day, Change for life.  National Child Measurement Programme (NCMP) measurements and other health initiatives are supported and promoted by school.  Opportunities are made to link food with nutrition and health wherever possible. eg Themed days or weeks, school trips could be planned to local food providers, farms, supermarkets etc to support teaching & learning around food.  **EVIDENCE: provide detail in the Action Plan of an example of when healthy food or promotion of healthier lifestyles was a central part of a school event, trip or special day.** |  |  |
| **NEXT STEPS**  **What are your next identified steps to continue to ensure the effective implementation of a whole school approach to Food in Schools?**  **Add in your detail below:** | | |

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| **Appendix 1: Pupil Healthy Schools Team** - A suggested approach is the You said… We did… Feedback on the changes …  **For example:**  ***You said:*** All pupils were asked the question, “How can we make lunchtimes happier, safer and calmer?” Pupils were given a week to formulate their ideas and then we held a consultation for them to put their ideas forward. After discussion, the following ideas were taken on board and changes made:  ***We did: Example***   * KS1 and KS2 should have separate playtimes so that there are less children in the hall and then outside at playtime. The times were changed to separate sessions. * I would like to sit with my friends and I would like to choose who I sit with (presently they sit in their houses). Pupils were given the option to choose where to sit.   ***Example feedback on the changes / positives***:   * “Lunchtime is much better now than it used to be. This is because you can sit with your friends and the lunch hall is quieter and calmer.” * “I like the lunch hall better now because it is much quieter.” * “I love lunchtimes now because I am sitting with my friends. Before, I used to sit with no one to talk to.” |