



**Bognor Regis**  
Nursery School



Chichester  
**Nursery School**



**Boundstone**  
**Nursery School**



## WEST SUSSEX NURSERY SCHOOLS FEDERATION

### Packed Lunch Policy

The aim of this policy is to ensure children attending Bognor Regis, Boundstone or Chichester Nursery Schools are able to enjoy a healthy, nutritious packed lunch which can sustain them during their Nursery day. It also aims to protect children with allergies from harm.

This Policy applies to any child over 12 months of age from September 2024. Individual discussions will be had with parents of children under 12 months.

- Snacks are included as part of our provision, though we gladly welcome any donations
- Hot lunches are provided by Chartwells, who can cater for the majority of allergies, intolerances and dietary requirements
- Breakfast is prepared by the staff team in Nursery School and the Under 3s' provision
- Tea is cooked and served by the staff teams in the Daycare provision.

All Nursery Staff that prepare food at mealtimes are trained to Level 2 in Food Hygiene.

All drinks of milk and water will be provided by Nursery Schools. The Nursery Schools provide milk alternatives for children with allergies.

#### Packed Lunches:

- Will be stored away from the reach of children and will not be refrigerated but stored in a cool place. Staff will access the meals at the correct time of day to give to children
- Parents/carers are responsible for ensuring food in lunchboxes is suitable for being stored without refrigeration until lunchtime
- Staff will mark lunchboxes with children's names using a permanent marker pen
- All other food containers must be clearly named
- Staff are unable to heat foods from home so it should be something the child can eat happily at room temperature (this does not apply to children up to 12 months)
- Food should be chopped ready to eat (see lunch box guide for examples of cutting for safety)
- Where possible food should be decanted into small tubs/ foil that ideally the child can open on their own – although staff will support if necessary.

- Parents and carers will be given advice regarding healthy options (See 'Guide to Packed Lunches at Nursery' leaflet)
- There should be no chocolates, chocolate biscuits, sweets, nuts (including peanuts, sesame seeds or food items containing these)
- No drinks to be provided with packed lunches. Nursery will provide water/milk
- Food which is not eaten will be returned in their containers at the end of the day
- Nursery School will provide all cutlery

Parents will be informed if any of the Nursery Schools have a child with a serious allergy and we will ask you to comply with any restrictions that may incur.

**Date:** Summer 2024

**To be Reviewed:** Summer 2027