

Watlington Primary School

Early Years Food Procedure

June 2026

Next due review: June 2028

Signed: _____ Headteacher Date: June 2026
Gemma Sterjo

Policy has been adopted / reviewed by Governing Body:

Signed: _____ Chair of Governors Date: June 2026
Mat Van De Pette

INTRODUCTION

At Watlington Primary School we value the importance of a healthy diet, oral health, and well-being, and understand the impact that they have on children's education.

AIMS AND OBJECTIVES

- To encourage children to make healthy choices
- To promote health awareness
- To teach and promote good oral hygiene
- To contribute to the healthy development of all members of our school community

Safer Eating

While children in Early Years are eating, there is always at least one member of staff in the room with a Paediatric First Aid certificate, in line with statutory guidance, [First aid in schools, early years and further education - GOV.UK](#). All children are within sight and hearing of a member of staff while eating and are seated in appropriate chairs or on the carpet for snack time, in a designated eating space. All staff are first aid trained.

We will make sure that all staff are aware of the symptoms and treatments for allergies and anaphylaxis; the differences between allergies and intolerances; and that children can develop allergies at any time.

Prior to children starting with us, parents are consulted about dietary requirements, preferences allergies and health requirements. In addition to this, in our Early Years setting, we ask parents to fill in an 'All About Me' form, which also includes the same information.

Where a child has a dietary requirement, or allergy, we ask parents to complete any additional paperwork and provide any medication needed. This information is shared with the team. We ask parents to inform our catering company, Aspens, so that the allergy can be recorded on their system and staff made aware. Children with allergies and intolerances have a care plan, which is kept up to date and shared with staff.

The 'All About Me' form asks if parents have registered their child with a dentist, and if so, when they attended their last appointment. Where children are not registered with a dentist, we will discuss this with families and offer support with ensuring this happens.

Nutrition guidance

We prepare food in a way that prevents choking, meets a child's needs and is inline with the EY nutrition guidance. [Early Years Foundation Stage nutrition guidance](#)

In the event of a choking incident that requires intervention, we will record details of the incident and make the child's parents/ carers aware. We will periodically review the records to identify whether we change adapt anything in our practice to make eating safer and take action as appropriate. Fruit is given to the children and, where necessary, cut up. We encourage the children to be as independent as possible. Parents are asked to cut up fruit in lunch boxes, in accordance with safe practice.

All children are encouraged to bring a water bottle to school.

All our under-5s are entitled to free milk which is organised by the staff. Children older than this can have milk, which needs to be paid for.

Toast café is in place once a week for our Early Years children. We use healthier options including low fat spreads.

We use an external catering company for our lunch provider. All our school meals are provided by a contracted caterer who has a healthy-food policy as part of their tender. A salad bar is provided and children are encouraged to serve themselves and make healthy choices.

For those children bringing a packed lunch to school, we communicate to parents and carers ensuring that the contents are healthy.

Partnership with parents and carers

We begin sharing our healthy practices at our open days and evenings, where we discuss our healthy approach as part of the presentation.

Our class pages actively promote good oral hygiene and shares how we are modelling and explicitly teaching this in school.

At our new parents' evening, we continue to share information about being healthy and, as part of our admissions pack, ask for dietary information, along with 'all about me' forms.

Parents are reminded that, due to the severity of some allergies in school and the difficulty in managing allergies and preferences when children bring treats into school, we have made the decision not to accept birthday treats in school.

The Healthy Lunchbox Ideas leaflets are sent communicated to parents and carers throughout the year.

Sharing the Policy

The policy is shared with the staff, is saved on the shared drive and copies are available from the office.

Staff are provided with regular reminders about encouraging the children to be healthy.

The following are shared with staff,

- Food Safety – Help for early years providers – GOV.UK (education.gov.uk)
- Foods to avoid giving babies and young children – NHS (www.nhs.uk)
- Spotlight on Nutrition (PACEY)

Role of the Governors

Governors monitor and check that the school policy is upheld.

Review

The local governing body will review this policy in line with its bi annual cycle of review.