

Lunchtime Policy

Rationale

The school has a responsibility for the provision of school meals and the supervision of children at lunchtimes. The school actively encourages healthy nutrition and has achieved Healthy School status. Lunchtimes can be problematic for children as they are in school but outside the normal classroom environment. In Primary schools, most incidents of behaviour that is deemed inappropriate takes place in the playground.

Aims

- To provide the children with a positive dining experience.
- To ensure that the lunchtime runs smoothly for all members of the school staff and children
- To encourage and develop social skills
- To encourage Healthy eating in line with guidelines
- To provide a constructive period of recreation, exercise, social interaction and relaxation in preparation for the afternoon sessions
- We expect the same school rules and standards of behaviour to apply as the rest of the day
- We expect the children to respond to midday supervisors and treat them with the same respect as other adults in school
- The school expects every member of the school community to behave in a considerate way towards others

Strategies to develop constructive lunchtimes

- Regular communication
- Clear school rules
- Clear rewards and sanctions and routines
- Designated play areas and quiet areas and places or chances to calm down
- Organised lunchtime activities
- Midday supervisor training

Regular communication

Efficient communication between middays and teachers is assured through verbal exchanges before and at the end of lunchtime and at a daily debrief session with the business manager.

The business manager is the line manager for the middays and middays will report any concerns or incidents to them.

The incident log is monitored regularly by Senior Leadership Team.

Clear school rules

The school rules are known and understood by all staff and children in school. They are fairly and consistently enforced by all staff.

Every child has the right to:

- Be safe
- Be Happy
- Be respected
- Learn

Other information:

No child to remain in the school building during playtimes and lunchtimes without supervision.

If a child wishes to enter the building e.g. toilet etc then to ask a midday. Middays will give medical attention outside unless it requires further attention.

If a child is ill or parents have requested that they are absent from the playground for a limited period the child may stay in the main office with adult supervision and an activity to do.

In suitable weather conditions the field may be used in lunchtimes.

All staff should be fully aware of playtime procedures, rules, sanctions and rewards (see behaviour for learning policy) and apply them consistently and fairly. Incident log track the behaviour of pupils during the lunchtime period.

Stickers, smilies and raffle tickets are awarded for appropriate behaviour and good manners.

Language of choice, polite reminders, distractions and listening to children are all ways in which the middays can resolve conflicts on the playground. When children need some time out the child can stand on the wall or go inside to a senior member of staff for some reflection time.

For unacceptable behaviours such as fighting, swearing children are brought inside by the midday and need to speak with a senior leader and, when they are ready and calm enough to do so, reflect on their behaviour discussing the choices they have made and what they can do to resolve it and move forward. These incidents are logged in the incident log and parents are notified.

If behaviour includes racist or homophobic abuse it needs to be reported to the class teacher and they will log the incident on cpoms and inform parents.

If behaviour results in physical or verbal abuse towards a member of staff then the child will reflect on this with the senior leader.

If behaviour in any way gives rise to suspected or potential child abuse or causes a concern then it needs to be reported to the safeguarding lead immediately.

If there is any doubt on how to deal with an incident it needs to be reported to a class teacher and/or the business manager or the senior leadership team.

If children are sent in and require reflection time more than 3 times in a half term then parents will be invited into school to discuss the child's behaviour at lunchtimes. We will monitor the behaviours at lunchtime to ascertain patterns and responses. Children cannot be with the senior leaders at lunchtime for incidents in the classroom – these are dealt with separately (see behaviour for learning policy).

Routines

Middays will go into the classes and help with toileting, washing hands and supervising children to the hall where necessary. They assist children to the hall avoiding congestion as best possible. Children will collect their meals and middays will support children in modelling the cutting of food etc.

Noise level is monitored and children stopped using the hand signal if it is deemed inappropriate.

KS1 children ask to turn their plates (to ensure that middays can monitor what is being eaten and report any concerns to the class teacher.) Once the children have finished with their food, they clear it away in the designated areas.

At the end of lunchtime, middays take the children back into class, wash their hands and read their own books waiting for the teacher to arrive back into class.

In poor weather the business manager or senior leader will inform the middays to not take the children outside at lunchtime. In such cases, all classes will be purposefully occupied with activities and games.

Role of the middays

Middays should ensure the safety, general welfare and proper conduct of the pupils during midday periods.

Middays should treat each child fairly and enforce the behaviour for learning policy when necessary.

To be respectful & behave professionally to other Midday Assistants and School Staff. Disciplinary procedures will be initiated for anyone found to be being disrespectful or rude to any member of staff.

In the playground, middays are to supervise all pupils, they are to devise and initiate constructive play and active games as this reduces the amount of inappropriate behaviours.

Middays are to talk to the children and smile at them to build positive relationships with them. They are to talk to children in a calm manner and **never shout** at them, explaining clearly their expectations and the behaviour they do not want to see and why they don't want to see it. Follow behaviour for learning policy.

Accident and Injury

All middays can administer minor cuts and grazes. First Aiders to administer first aid and bring into a member of staff to ring home if necessary. All first aid administered needs a first aid sheet sent home to inform the parents and complete the first aid log. See midday handbook for more information.

Any major faults with the equipment needs to be reported to the Business Manager or the Headteacher or Site manager.

Sports Coaches

They should set up the equipment prior to lunchtime and set out designated areas for the children to play. A rota system is in place so that all children have access to different sports and activities over a two week period. The sports coaches work with a year group each day and support the midday. Examples of sports that are set up include:

- cricket
- basketball
- badminton

WHOLE SCHOOL HEALTHY EATING POLICY

Aim

To ensure that all aspects of food and nutrition in school promote the health and well-being of pupils, staff and visitors to the premises. (Taken from 'Food in Schools').

1. Curriculum

The school provides educational opportunities to address healthy eating issues within the curriculum at all key stages through various subject areas such as: PSHE, science, PE, etc. and during our Sports and Health week. Year 6 children are also signed up to the Young Chef Award for 2022. Curriculum work reinforces the importance of a balanced diet and healthy lifestyle to pupils and gives them the skills and knowledge to select a healthy balanced diet.

2. Extra-curricular Activities

By offering extra-curricular and golden time activities such as cookery clubs, growing clubs, etc. the school is showing its commitment to healthy eating through the

development of practical skills and knowledge. These activities demonstrate links to the wider curriculum and enhance the teaching of healthy eating messages.

3. Breakfast / Breakfast Clubs

Children are encouraged to have a healthy nutritious breakfast every day. By offering breakfast club we hope to ensure children obtain a healthy breakfast, encourage a high rate of punctuality and attendance, promote consistent messages around healthy eating and provide opportunities for children to develop social skills.

4. Breaktime Snacks

In the EYFS, pupils are provided with a piece of fruit and milk each day. In Key Stage 1, the children are provided with a piece of fruit daily. In Key Stage 2, pupils are encouraged to bring fruit to school for their snack and unhealthy snacks are not permitted. Curriculum work supports pupils to understand the need for a balanced diet.

5. Dining Room

The school is aware of the importance that the physical environment of the school dining room can have on the eating of a healthy diet. Pupils and staff are encouraged to eat at school and interact with one another. In order to do this the school will endeavour to ensure that only high quality food and drink are available and that the dining room is inviting and fun to be in.

6. School Meals

School meals offer a nutritionally balanced healthy lunch to pupils, served by professional trained staff. All school food meets national nutritional standards (both food and nutrient based). The school actively promotes the take up of school meals.

7. Lunch Boxes

The school knows it is very important that pupils eat a healthy packed lunch with a good balance of foods. The school encourages children to bring a healthy lunchbox

from home. This is encouraged through assemblies promoting and explaining the need for healthy lunches and through the development of a reward system.

8. Water Provision

The school realises that a constant supply of water can have a positive effect upon health and well-being. It reduces tiredness, irritability and distraction and can help concentration. Pupils are encouraged to drink water throughout the day and fresh drinking water is provided.

9. Sweets, Rewards, Treats and Celebrations

The school does not encourage sweets to be used as rewards or treats. Pupils and parents are also encouraged not to send sweets into school for snacks. Special celebrations (birthdays, Easter, etc.) and events during the school year will be celebrated with non-edible alternatives. Pupils, parents and the wider school community are consulted on this issue.

Signed:

Date discussed with staff: October 2021

Approved by Governors: October 2021

Review date: October 2023