



# **Safer Eating Policy**

**Date of last review: December 2025**

**Next review date: September 2026**

## Purpose

Cribden House School is committed to ensuring that all pupils — particularly those with special educational needs and disabilities — can eat and drink safely. This policy outlines the school's procedures for safe mealtime supervision, allergy management, and emergency response, with particular focus on pupils within the Early Years Foundation Stage (EYFS).

## Scope

This policy applies to all staff, pupils, and visitors during any eating or drinking activity, including breakfast, lunch, snacks, curriculum food activities and special events.

## Key Principles

- Cribden House School is a nut-free environment.
- A Paediatric First Aider must be present whenever EYFS pupils (Wildflowers 1) are eating or drinking.
- All other classes must ensure a Paediatric First Aider is contactable and can be called upon immediately in the event of an emergency.
- All staff must be aware of pupils' allergies, dietary needs, and food-related risks as outlined in their Individual Risk Assessments (IRAs).
- Food will be prepared, transported, and served safely, supporting pupils' dignity, inclusion and independence.
- All eating areas must be appropriately supervised by trained staff.

## Eating Locations and Arrangements

Area	Classes	Eating Arrangement
Dining Hall	Foxgloves 1 & 2, Roses, Snapdragons 1 & 2	Eat in the dining hall with direct staff supervision.
Cabin Area	Wildflowers 1 (EYFS), Wildflowers 2, Orchids	Eat in classrooms. Meals delivered from the kitchen using heated trolley.
Stable Building	Bluebells	Meals delivered from the kitchen on trays and eaten in the classroom.
Main Building	Poppies 1, Forget-Me-Nots, Poppies 2	Eat in classrooms with direct staff supervision.
Packed Lunch Pupils	All	Eat with their class in the class's designated eating area.

## Roles and Responsibilities

### Senior Leadership Team (SLT)

- Ensure staff maintain up-to-date Paediatric First Aid and Allergy Awareness training.
- Review and update risk assessments for eating areas.
- Monitor consistent implementation of this policy across the school.

### Office Staff

- Record and communicate any new or updated allergy or dietary information to the relevant class teachers immediately.
- Ensure updates are shared with the kitchen and any other relevant staff.
- Ensuring emergency medical equipment (first aid kits, allergy medication, suction or feeding aids) is accessible and regularly checked.

### Class Teachers and Support Staff

- Be familiar with and update each pupil's Individual Risk Assessment (IRA) which includes allergy and food-related information.
- Ensure a Paediatric First Aider is present in *Wildflowers 1* during all eating times.
- In other classes, ensure a Paediatric First Aider can be called immediately in the event of an emergency.
- Supervise pupils calmly and closely during eating and drinking.
- Update IRAs as soon as new dietary or allergy information is received from the office.
- Record and report any incidents or near-misses on CPOMS and notify SLT.

### Paediatric First Aiders

The following staff are trained Paediatric First Aiders and will provide support across the school:

- Rebecca Slinger
- Zara Lowton
- Amy Edmundson
- Hayley Winters
- Michelle Peel
- Clare Sharp
- Kyah Barrett

Responsibilities include:

- Being present in Wildflowers 1 (EYFS) during all eating and drinking sessions.
- Being on-call and contactable for all other classes during mealtimes.
- Leading emergency responses involving choking, allergic reactions or other medical issues.
- Ensuring emergency medical equipment (first aid kits, allergy medication, suction or feeding aids) is accessible and regularly checked.

### Kitchen Staff

- Prepare meals in accordance with all dietary and allergy requirements displayed in the kitchen.
- Label and deliver blended or texture-modified meals as required.
- Safely transport food using heated trolleys or trays to the Cabin and Stable areas.

### Allergy and Dietary Management

- Cribden House School is nut-free — no nuts or nut-containing products are permitted on site.
- Information about allergies and dietary needs forms part of each pupil's Individual Risk Assessment (IRA).
  - IRAs are reviewed termly or sooner if new allergies or medical guidance arise.
- A Children's Allergy & Dietary Register (with pupil photos) is:
  - Maintained and displayed in the kitchen, and
  - Securely displayed in each classroom where pupils eat (e.g. on a staff noticeboard or inside a cupboard).
- Staff dietary requirements are displayed in staffrooms.
- Pupils must not share food.
- Medication (e.g., EpiPens or antihistamines) must accompany pupils during eating and be easily accessible.

### Safe Eating Practices

- All eating surfaces are sanitised before and after food service.
- Pupils and staff wash hands before meals.
- Pupils are supported to eat calmly while seated upright.
- Staff monitor pupils' chewing, swallowing, and pacing to prevent choking.

- Pupils with blended or modified diets are supported according to their IRAs and health professional guidance.

### Emergency Response

In the event of choking, allergic reaction, or another medical emergency:

1. The Paediatric First Aider (if present) takes charge and administers appropriate first aid.
2. Staff call for the nearest available Paediatric First Aider if one is not in the room.
3. Another staff member calls 999 if required.
4. Emergency medication or care is administered in line with the pupil's medical plan.
5. The incident is recorded on CPOMS and reported immediately to SLT and parents/carers.

### Training

- All staff involved in mealtimes complete annual training on safe feeding, choking prevention and allergy management.
- Paediatric First Aid certificates are renewed every three years.
- New and agency staff receive an induction covering allergy procedures, IRAs and safe eating supervision.

### Monitoring and Review

This policy will be reviewed annually, or sooner if:

- There are changes to pupil medical needs or class arrangements.
- A food-related incident occurs.
- Updated guidance is issued by the Local Authority or Department for Education.

**Policy created October 2025**  
**Next review due: September 2026**