

Food Standards Policy & Procedure

Issued: August 2020
Reviewed: August 2024
Next Review: August 2025
Version: 1
Policy Ref: FSP 116
Owner: SM

Food Standards Policy & Procedure...

Statement

School Catering Support Ltd have set out procedures to ensure the current legislation relating to nutrition and food in school is met as a minimum standard by every kitchen and food outlet that is party to our professional advice and support.

The Company continually reviews its procedures in relation to the current standards and maintains strong links with the School Food Trust to ensure the best advice and most recent developments are available to the company's central menu development team.

Within the company website, a bespoke on-line menu creation template has been developed that enables all managers to design a compliant menu as follows:

- A new compliant menu is created by the central menu development team and sent to the manager every term via the company website
- The menu can be either:
 - Accepted by the manager, returned to the development team for final approval and sent to print, or
 - amended according to local preferences by swapping dishes for others in the extensive database.
 - The menu will be tested within the website to ensure it complies with the current legislation. Non-compliance will be identified, and advice provided to achieve compliance.
 - A compliant menu, with local changes will be returned to the development team for final approval and sent to print.
- A menu cannot be returned to the central development team without achieving compliance of the current standards.
- Each menu, whether centrally created or locally amended will receive a compliance report for download and display.
- Portion size guidance per key stage which includes, vegetables, protein, bread, fruit and starchy foods in accordance with food standards when creating recipes to ensure that the meals are suitable to the end user.

Allergen Information

In accordance with allergen legislation, December 2014, all weekly and daily menus carry instruction to speak to a member of the catering team or visit the company website. Parents can log onto the website and view current recipes which carry all allergen information. Equally, the printed version of these recipes is held in every kitchen for reference.

Food Standards Policy & Procedure...

I hereby commit the necessary company resources to affect the aims and goals as listed in this policy in the promotion of good practice and general health and safety our business.



Signed:

Position: Managing Director

Date: 1st August 2024