

Lanesfield Primary School



Lunchtime policy 2022

Review Date: December 2023

Rationale

At Lanesfield Primary School we recognise our responsibility to ensure that our children enjoy their lunchtime feeling safe, secure and experience a social and pleasant eating experience. As a school community, we recognise the important role Lunchtime Supervisors / Play leaders contribute to our children's welfare, enjoyment and reinforcement of positive behaviour management. The school has responsibility for the provision of school meals. Caterlink are responsible for supplying the school meals and nutritional standards. The school is planning to work towards Healthy Schools status and actively encourages healthy nutritional content of packed lunches.

In October 2021 we received the Public health data profile from the Wolverhampton Public Health team at City of Wolverhampton Council. This data is bespoke to our school in 2021. The key figures relating to our health in school are the following.







24% reception children in our ward were overweight

40% year 6 children in our ward were overweight.

Average number of decayed, missing or filled teeth (DMFT) at age 5 0.70

Therefore, what we establish in school and what is put in place at lunchtimes will support our community and support our children's long-term health (see appendix).

At lunchtimes we aim to:

-  ensure that all children feel safe and valued.
-  ensure the lunch hour runs smoothly for all members of the school team
-  Provide children with an enjoyable, calm and positive dining experience that develops social skills.
-  provide a period of exercise and relaxation in preparation for the afternoon session
-  ensure staff to pupil ratio is effective and ensures a safe and secure free play time.
-  promote the schools PSHE and Healthy Schools programme through the attitude and behaviours of children and staff to encourage healthy eating in line with Healthy Schools guidelines

Lunchtime Supervisors

It is the school's policy to provide an adequate level of supervision to all children during the lunch period. The school currently employs 8 Lunchtime Supervisors:

1. Mrs Weller - Lead supervisor - 11:30 to 13:10
2. Ms Blackford to 11:45 to 13:10
3. Mrs Sutton -11:45 -13:00
4. Mrs Bond to 11:45 to 13:00
5. Miss Bagley to 11:30 to 12:45
6. Mrs Hazlehurst to 11:30 to 12:45
7. Mrs Pedley to 11:30 to 12:45

Supervision in the dining hall


Learning support and lunchtime supervisors accompany all children to the hall and stay with them while they are lining up and some support during dinnertime, whilst encouraging independence. They


ensure proper order in the dining hall by an insistence on orderly queuing for service and that children make proper use of knives and forks, do not throw food or prevent others from enjoying their meals. This may at times mean teaching the younger children how to use cutlery and making sure that all children are aware of the dangers of misuse of cutlery or other items


Lunchtime Routine

The lunch break at Lanesfield Primary School spans from 11:30 to 1:15pm. This is dependent on the key stage. Children who have a hot dinner cooked by the Caterlink team will eat in the hall. Those children who have a packed lunch will eat in the classroom. This is supported by a mixture of lunchtime supervisors and learning support.

 EYFS Children enter the hall from 11:30. Teachers to accompany until approximately 11:45

 Key Stage 1 children enter the hall from 11:45, led in by a lunchtime supervisor or learning support


 Lower Key stage 2 (3 + 4) enter the hall from 12:10. Learning support and lunchtime supervisors accompany the children and bring them in from the playground.

 Upper Key stage 2 (5 + 6) enter the hall at 12:30. Learning support and lunchtime supervisors accompany the children


Playground and Field Supervision


Playtime Routine

Children receive at least 25 minutes of outdoor break at lunchtime. Depending on the year group will depend on the time the children are outside.


 EYFS Children start leaving the hall at 12:05 to go outside with learning support and lunchtime supervisors.


 Key Stage 1 children go outside from 12:10 till 12:40 when they are brought back in by their class teachers or learning support


 Lower Key stage 2 (3 + 4) go outside at 11:45 till 12:10. This is when the lunchtime supervisors will bring them into the hall or classroom for their lunch, teachers will collect pupils from the hall to go back to the classroom


 Upper Key stage 2 (5 + 6) go outside from 12:45 till 1:15. They will be taken outside and brought back in by the learning support or class teachers

All staff members (lunchtime supervisors, learning support, teachers) ensure the safety of all children on the playgrounds or on the field at all times. This involves the following:







 prevention of rough play which might lead to injury or incite fear in other children

 stopping children from playing in any area that could present danger

 removing any items from children which could be dangerous to themselves or others

 during hot weather, encouraging children to wear a hat, sun cream and take their water bottles outside.

Playground Equipment:

-  The climbing wall is not used by the KS1 and EYFS children, but when is in use should be supervised by an adult.
-  The Dart activity is only to be used by the EYFS and key stage 1 children and should be supervised by an adult.
-  The adventure up and over triangle (on field) is only to be used by key stage 2 children and should be supervised by an adult.
-  The cage may be used by all the children but no more than 12 children in at one time and to be monitored by an adult.
-  The climbing trail on the grass may be used by the all children, due to the height and grass underneath does not need to have an adult supervising, however it is important to monitor that children are using the climbing trail appropriately.
-  Before letting the children on these activities, they must be checked as the weather may make the apparatus too slippery to use.

The Role of the Lunchtime Supervisors/Learning Support







General organisation:

Although the Lunchtime Supervisors and Learning Support work as a team, each has a specific role to play within the general organisation and has a schedule to follow. The lunch break will involve




children being in the hall and the playground as well as opportunities to access the field and playground activity zones s ie Dart, Climbing wall and adventure play equipment on the field.

The playground timetable states what area each class can have access to during each lunchtime. Each class learning support will be supporting their class at lunchtime, therefore that member of staff should be present at the area so the children are safe (See Appendix for timetable)






When children are on the playground or field.

-  Appropriate outdoor clothing is worn. The requirement to wear a jumper and or coat is at the discretion of the adults on duty. (sun cream/hats in the summer etc as applicable).
-  Sports leaders (year 6) will work with KS1 and will bring equipment to support playground games.
-  Children must always ask to leave the playground on the grounds of Health and Safety.
-  Staff must spread out and walk around playground constantly monitoring the children playing.
-  Children are not allowed to go on to the field without an adult and must not go out of view.
-  Any injuries or incidents needs to be recorded, the relevant forms completed the relevant staff members informed.




Children having school lunch

-  At the beginning of term the youngest children are served first and assisted with this until they become secure in the routine. This gives them extra time to enjoy their food and builds self-confidence and independence.
-  Children are encouraged to eat dinner first before pudding. Children must put their hand up and have a member of staff check they have eaten enough before starting pudding. They must also check before they take the leftovers to the bin and leave the hall.
-  If children want to bring an additional piece of fruit or yoghurt to accompany their school dinner they may. The additional item should follow the packed lunch guidance to support healthy eating.

Children having packed lunch

-  The children set out their lunch and are encouraged to develop a sensible order of eating i.e. sandwiches first.
-  All items of litter are kept until the end of the meal.
-  If staff feel any child has not eaten enough they need to inform the class teacher so they can inform the parents.
-  What is not eaten should be sent home to ensure parents can monitor.
-  Children's packed lunches should follow the guidance in Appendix 1, to support healthy eating. If children have items such as chocolate bars and multiple sweet items. The class teacher should be informed to speak to the child's parents.

When children have finished their lunch

-  School dinner children empty any uneaten food into the bin, reporting any spillage
-  They stack trays ready for washing.
-  Packed lunch children put their rubbish in the bin, uneaten food back in lunchbox and replace their bags on the trolley













Wet lunchtimes

The children have activities such as colouring, dvd's and a selection of games to play. The children will be split across the classrooms according to the members of staff linked with the key stage group. In classrooms there is the opportunity to keep the children active using GoNoodle, Kidzbox and Cosmic Yoga. There is also a brain break document with links to support activity Sharepoint & SEN Documents & Brain Breaks.





Nursery Children

All nursery children staying for dinners are supervised by a separate member of staff and have their playtime in a separate enclosed playground. Nursery children to pay for dinner supervision.




General duties: Lunchtime supervisors are responsible for

-  Supervising children eating their lunch, dining hall, playground or classroom.
-  A class/group of children during lunchbreak when wet.
-  Managing the children's behaviour, including orderly queuing.
-  Monitoring the playground, cloakrooms and classrooms to make sure that children are not in areas they should not be, eg: toilet blocks.
-  Making sure all the children follow our three rules to be Safe; Be ready and Be respectful.
-  Dealing with children who break the rules in line with the Behaviour Policy procedures.
-  Dealing with accidents
-  Ensuring classrooms and/or dining room are cleared up after use.
-  Taking a First Aid kit onto the playground and dealing with minor injuries outside as trained.
-  Assisting younger children with their meals as necessary.
-  Ensuring all playground equipment has been put away neatly.
-  Ensure all children have collected their belonging from the playground such as coats and hats.

Guidelines and tips to support positive reinforcement:

-  Do not stay in one place for any length of time unless you are involved in specific play duties or supervising a set activity zone of play.
-  Make sure that you patrol all areas for which you are responsible.
-  Follow the School behaviour policy. Remember some children just need time out to calm down.
-  The children may receive house points for following the Lanesfield way.






If a child is unsafe, causing harm to others, rude to a staff member:

-  Using a CALM voice, ask the child to make the right choices about their behaviour. Ensure they understand choice they are making and the consequences.
-  Use the consequence and reward cards to support on task behaviour.
-  Share any areas of concern with learning support and class teacher.

Disclosure:

-  Always follow school safeguarding policy.

Treatment of children/presentation:

-  When involved with playground games always be aware of the whole area of play around you.
-  Avoid questions that could be interpreted as "prying" into family matters.
-  Pass all lunchtime issues to appropriate staff, do not discuss outside of school.
-  Treat all children fairly and equally, regardless of prior knowledge or behaviour.
-  Be aware of personal space and intimidating behaviour.

Documentation:

Safeguarding Children Policy
Health & Safety Policy
Staff Handbook
Behaviour Policy
Child Protection Policy
Risk assessments

Date: December 2022

Appendix 1

Public Health data profiles for schools

School: **Lanesfield Primary School**

Spring Vale

Public Health Indicators:

| | | | |
|--|---|---|--|
| Healthy Lifestyles | Ward 0.70 Oral Health- mean DMFT in children aged 5 PHOF This is better than the city average | School 23.6 of children in Year R who are overweight (including obese) NCMP This is better than the city average | School 39.7 of children in Year 6 who are overweight (including obese) NCMP This is close to the city average |
| Relationships and Sexual Health | Wolverhampton 2257 Chlamydia detection rate / 100,000 Population aged 15-24 PHOF This is close to the national average | Ward 18.5 Under 18 conception rate per 1,000 PHOF This is better than the city average | Wolverhampton 33.3% of under 25s with repeat abortions PHOF This is worse than the national average |
| Drug Education and Substances | Wolverhampton 3% % Children tried smoking by the end of Key Stage 2 HRBS 2018 There is no comparator value | Wolverhampton 28% % Parents/Carers smoke based on KS2 pupils' responses HRBS 2018 There is no comparator value | Wolverhampton 19.1 Hospital episodes due to alcohol misuse rate per 100,000 under 18 PHOF This is better than the national average |
| Emotional Health and Wellbeing | 5 most prominent issues presented to CYPMM 'Getting Advice' commissioned services, 2020-2021: Wolverhampton 1) Stress / Anxiety 2) Self Harm 3) Suicidal Thoughts 4) Family Relationships 5) Self Worth Black country and West Birmingham CCG | Wolverhampton 488.7 Hospital admissions as a result of self-harm rate/100,000 aged 10-24 PHOF This is close to the national average | Wolverhampton Priority areas for Wolverhampton Youth Council identified from Make Your Mark survey: • Youth Unemployment • Mental Health • Inclusive Education Make Your Mark 2020 |

Percentage of Reception Children that are overweight (including Obese)



● 22.24 - 24.00%
 ● 24.01 - 25.00%
 ● 25.01 - 28.00%
 ● 28.01 - 30.00%

NCMP

Percentage of Year 6 Children that are overweight (including Obese)



● 35.36 - 38.00%
 ● 38.01 - 41.00%
 ● 41.01 - 44.00%
 ● 44.01 - 47.00%

NCMP 2019

Lanesfield Lunchboxes Policy

At Lanesfield we want to ensure children develop healthy eating habits to ensure they get the energy and nutrition they need across the day. We have introduced this guide in line with guidance from Wolverhampton Health Schools Team to allow our children to be ready to learn and actively engage in all activities in the school.

We have created some guidance for packed lunches and what they should include:

- Base a packed lunch around a starchy food (a sandwich, pasta, wrap, pitta, bagel)
- Includes at least one portion of vegetables or fruit
- Include a dairy food (milk, cheese, yoghurt)
- No sweets or chocolate coated products
- Limit cakes and biscuits to 2 -3 times a week
- No nuts
- Suitable drinks: water, milk, pure fruit juice



Pupils with special diets

The foods and drinks included in the policy guidance will be suitable for most therapeutic diets. However, if you have any queries about this then please contact the school to see how we can assist.

Monitoring:

Packed lunches will be monitored by teaching staff and lunchtime supervisors. Healthy lunches will be rewarded by house points. No child will be made to feel ashamed of their lunchbox contents. However, if a packed lunch regularly does not follow these guidelines, this policy will be sent home as a reminder. We want to work with parents and carers to help educate our children about healthy dietary choices, so that they can make their own informed choices independently when they are older.

Dear Parent/ Carer,

Following our Lanesfield Lunchboxes Policy I wish to inform that there was an item that was not suitable in your child's lunchbox the item was:



Dear Parent/ Carer,

Following our Lanesfield Lunchboxes Policy I wish to inform that there was an item that was not suitable in your child's lunchbox, the item was:

Please refer to the Lanesfield Lunchbox policy which offers advice on how to ensure your child's lunchbox is healthy.

If you need further advice please contact the school.

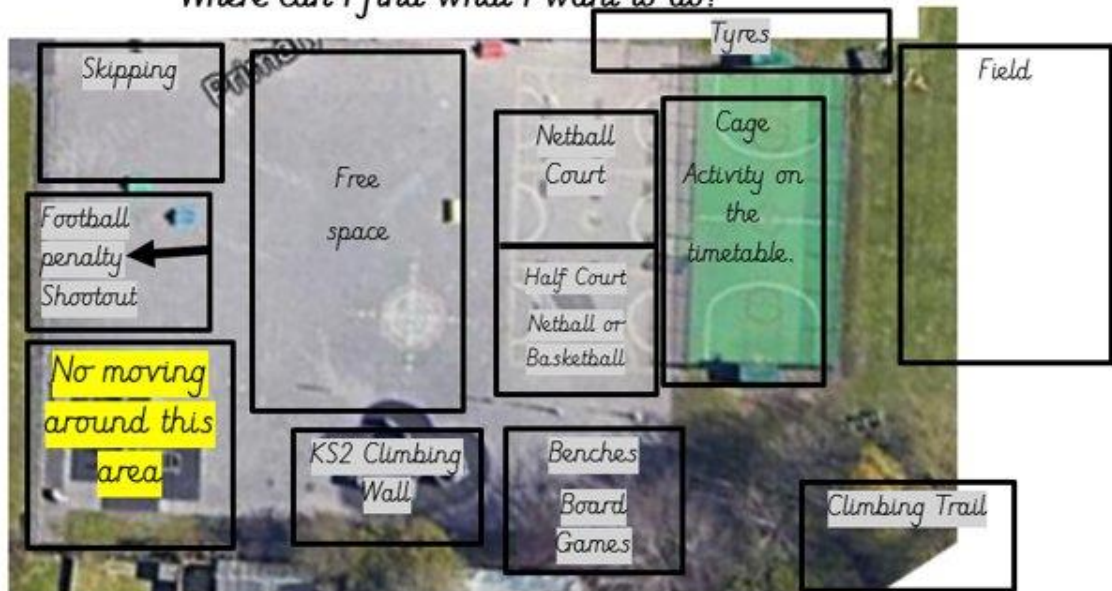


Appendix 3: Lunch time playground rota

Key Stage 2 Playground Map

What can I play with at lunch?

Where can I find what I want to do?



KS1 Playground Map

What can I play with at lunch?

Where can I find what I want to do?



Key Stage 1 (1 and 2)

| | | Monday | Tuesday | Wednesday | Thursday | Friday |
|--|---------------------------------|--|--|--|--|--|
| 1 staff member | Cage 12 children | Basketball | Girls Football | Netball | Mixed Football | Mixed Football |
| 1 staff member to support ball skills, throwing and catching games | Netball Court | Shooting or Passing Basketball – Netball | Shooting or Passing Basketball – Netball | Shooting or Passing Basketball – Netball | Shooting or Passing Basketball – Netball | Shooting or Passing Basketball – Netball |
| 1 staff member | KS1 Climbing Frame | Year 1 Yellow Class | Year 2 Yellow Class | Year 1 Yellow Class | Year 2 Yellow Class | Attendance |
| 1 staff member first aid | Half the field & Climbing Trail | Year 2 Yellow Class | Year 1 Yellow Class | Year 2 Yellow Class | Year 1 Yellow Class | Attendance |
| | Tyres | Red | Yellow | Pink | Red + Year 1 | Pink and Year 2 |
| | Benches | Board Games Dominoes / Connect 4 Reading | Board Games Cards/ drawing Reading | Board Games Dominoes / Connect 4 Reading | Board Games Cards/ drawing Reading | Board Games Cards/ drawing Reading |

Key Stage 2 (3+ 4)

| | | Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------------|--|--|--|--|--|--|
| 1 staff member | Cage 12 children | Basketball | Girls Football | Netball | Mixed Football | Mixed Football |
| | Netball Court | Half Court Basketball – Netball | Full Court Basketball | Half Court Netball - Basketball | Full Court Netball | Half Court Netball - Basketball |
| 1 staff member | KS2 Climbing Wall Maximum 20 children | Year 4 and Blue Class | Year 3 and Blue Class | Year 4 and Blue Class | Year 3 and Blue Class | Attendance winners |
| 1 staff member | Climbing Trail | Year 3 and Blue Class | Green Class | Orange Class | Year 4 and Blue Class | |
| | Benches | Board Games Dominoes / Connect 4 Reading | Board Games Cards/ drawing Reading | Board Games Dominoes / Connect 4 Reading | Board Games Cards/ drawing Reading | Board Games /Dominoes/ Cards/ drawing Reading |
| | Tyres | Green | Orange | Blue | Orange | Attendance winners |
| 1 staff member first aid | Extras | Year 4 Mrs Biddle Girls football training 12:00 - 12:15 | Field attendance | | Year 4 Mrs Biddle Football training 12:00 - 12:15pm | |

Key Stage 2 (5 + 6)

| | | Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------------|--|--|--|--|---|---------------------------------------|
| 1 staff member | Cage 12 children | Basketball | Girls Football | Mixed Football | Attendance | In classes free time on <u>lpad</u> . |
| | Netball Court | <u>Half Court</u> Basketball – Netball | Full Court Basketball | Half Court Netball - Basketball | Full Court Netball | |
| 1 staff member | KS2 Climbing Wall Maximum 20 children | Year 6 and lilac Class | Year 5 and Lilac | Year 6 and lilac Class | Year 5 and Lilac | |
| 1 staff member | Half the Field & Climbing Trail | Year 5 + Lilac Class | Year 6 + Indigo Class | Purple Class | Attendance Class | |
| | Tyres | Year 5 | Year 6 | Year 5 | Year 6 | |
| | Benches | Board Games Dominoes / Connect 4 Reading | Board Games Cards/ drawing Reading | Board Games Dominoes / Connect 4 Reading | Board Games Cards/ drawing Reading | |
| 1 staff member first aid | Extras | Year 5 & 6 Mrs Biddle Football training 12:45 - 1pm | | | Year 5 & 6 Mrs Biddle Netball training 12:45 - 1pm | |



Lanesfield Football Rules

Cage

1. 6 a-side in the cage (6 on each team)
2. Play football with a soft football.
3. No slide tackling and no contact with players
4. If a goal has been scored the ball must restart from the centre, and be passed back to restart.
5. There can be a goalie, the goalie should stay within the goal area. They are allowed to pick the ball up.
6. If a ball is kicked over the fence of the cage, the opposing team should start with the ball from the centre circle.



Lanesfield Netball Rules

Cage and Playground

1. You cannot move with the ball,
2. You must pass the ball after 5 seconds
3. You can only shoot if you are in the D
4. There will be two teams 6 aside.
5. There is no contact between players.
6. If a goal is scored the ball starts with the opposing team at the centre of the court.
7. If the ball is knocked out of the netball court area. The ball starts from where it was knocked out by the opposing team.



Lanesfield Basketball Rules

Cage and Playground

1. If you are moving with the ball you must be dribbling the basketball.
2. After you have dribbled the ball and stop you must pass the ball
3. You are not allowed to take the ball out of anyone's hands or touch a player.
4. There will be two teams 6 aside.
5. If a goal is scored the ball starts with the opposing team at the centre of the court.
6. If the ball is knocked out of the netball court area. The ball starts from where it was knocked out by the opposing team.