

Primary Lunchtime Experience Audit

The following tool can be used to audit the lunchtime experience in your primary school and identify areas for improvements. This table contains ideas that can contribute to a positive lunch service and increase uptake of school meals.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | Yes | Partly | No | Comments | Suggestions/ Ideas |
| Eating Environment | Suitable dining space |  |  |  |  |  |
| Adequate room to eat and move |  |  |  |  |  |
| Suitable tables/chairs |  |  |  |  |  |
| Room/furniture is clean |  |  |  |  |  |
| Queuing times are reasonable |  |  |  |  |  |
| Table covers on tables |  |  |  |  |  |
| Table decorations e.g. flowers or fresh herbs |  |  |  |  |  |
| Cups out on each table for water |  |  |  |  |  |
| Cutlery set out on each table |  |  |  |  |  |
| EYFS pupils eat in a separate room or space |  |  |  |  |  |
| EYFS pupils have ‘family style’ service – food in centre of table |  |  |  |  |  |
| All pupils have ‘family style’ service |  |  |  |  |  |
|  | Pupils have contributed to the ‘look’ of the dining space |  |  |  |  |  |
| Food Provision | All food and drink meets the School Food Standards |  |  |  |  |  |
| School meal uptake is monitored and steps are taken to increase it |  |  |  |  |  |
| Large daily menu is clearly displayed or a menu plate is on display each day |  |  |  |  |  |
| All children must choose a balanced meal |  |  |  |  |  |
| All children can see the food that they are choosing |  |  |  |  |  |
| Children are offered tasters of unfamiliar foods |  |  |  |  |  |
| Salad bar is attractive and accessible |  |  |  |  |  |
| Bread is easily accessible and available without spread |  |  |  |  |  |
| Food is served on separate plates/bowls |  |  |  |  |  |
| Packed lunch policy encourages healthy choices and discourages chocolate, sweets and crisps |  |  |  |  |  |
| Drinks policy encourages water and milk only |  |  |  |  |  |
| Pupils with specialist dietary requirements are identified in a sensitive and discreet way |  |  |  |  |  |
| Health Promotion | Pupils all take salad items |  |  |  |  |  |
| Salad bar is before hot food - encouraging pupils to use it |  |  |  |  |  |
| Pupils are supported to make salad choices by adults/ pupil ambassadors |  |  |  |  |  |
| Healthy eating displays/posters are on the walls |  |  |  |  |  |
| Eatwell Guide is on display |  |  |  |  |  |
| Water is on all tables with jugs to refill |  |  |  |  |  |
| Pupils are actively encouraged to eat their food |  |  |  |  |  |
| Pupils are praised for making healthy choices |  |  |  |  |  |
| Pupils are able to talk about whether they are making healthy choices |  |  |  |  |  |
| Fruit desserts are actively promoted |  |  |  |  |  |
| Packed lunch and school dinner pupils sit together |  |  |  |  |  |
| Adults support children to use cutlery whilst still promoting independence |  |  |  |  |  |
| School meals are promoted to parents e.g. taster at parents’ evening, leaflets, family lunch events |  |  |  |  |  |
| Quality assurance awards have been achieved e.g. Food for Life, Children’s Food Trust |  |  |  |  |  |
| Atmosphere | Hall has a good atmosphere |  |  |  |  |  |
| Noise level is chatty but not too loud |  |  |  |  |  |
| Soft music is playing in the hall |  |  |  |  |  |
| Pupils are enjoying their lunchtime |  |  |  |  |  |
| Pupil Voice and Behaviour | Pupils, staff and parents contribute to decisions about the lunch service and environment e.g. at school council meetings or through a ‘school food group’ |  |  |  |  |  |
| Pupils can design dishes for the school meals menu e.g. through competitions or during Design Technology |  |  |  |  |  |
| Pupils interact with each other in a positive way |  |  |  |  |  |
| Adults model positive communication with each other and pupils |  |  |  |  |  |
| Positive behaviour is reinforced |  |  |  |  |  |
| Some staff sit and eat lunch with pupils |  |  |  |  |  |
| Lunchtime Pupil Ambassadors support the lunch service by serving salad, re-filling water, putting out cutlery, clearing away etc. |  |  |  |  |  |
| Sustainability | Plant based meals are being increased gradually on the menu and some meat content is being reduced. We celebrate ‘Green Monday’ where all meals are meat free |  |  |  |  |  |
| Some food is grown on school site and used in lunch menus such as herbs and salad items |  |  |  |  |  |
| Some food is being sourced locally and menus are planned with seasonal produce |  |  |  |  |  |