



OXFORD
SIXTH FORM COLLEGE

**CHECKLIST FOR DIET
AND SAFE FOOD
PREPARATION FOR
STUDENTS IN
BOARDING**

**For students age 15 to
18+**

National Minimum Boarding Standards point 8.1

Reviewed date August 2019

Review date August 2020

Nutritional guideline information is available in the boarding accommodation for all students. This is essential for those age 18+, who self-cater, to encourage a healthy balanced diet and is useful for students in the 15-18 boarding who have their meals provided but may choose to snack between meals.

15-18 Boarding:

The chef prepares all meals using fresh vegetables and meat/fish according to nutritional needs and guidelines. A stock of other foods are delivered daily e.g. bread, cheese, ham, eggs, yogurt, fresh fruit, tea, coffee, biscuits. Breakfasts are continental and students help themselves which is overseen by the Houseparent's. The kitchens are equipped with a microwave and basic equipment, towels, chopping boards etc. for any snack the students may want to make and instruction on how to use these are given by the Houseparent's when the student arrives and as required throughout the students stay.

Students discuss likes/dislikes with the Houseparent's and/or the Head of Boarding (HOB) and both liaise with the chef regarding any specific requests; likes or dislikes, and any dietary requirements which may be religious, allergy related or other so that any adjustments needed can be made. Salt is rarely added to the cooking process unless absolutely essential. Any information you provide is shared with the chef and Houseparent's. It is then stored securely for future reference.

Student feedback is sought every term (though students will call into the HOB's office to discuss any food issues). The chef, Houseparent's and HOB regularly liaise with each other to check the fridges and larders regularly so that the food stock 'drop off' meets the needs of the students, for example in the winter students may need more milk to make hot chocolate drinks or porridge in the morning.

The menus are published every six weeks and are visible in the kitchens so that students know what choices they have for their evening meal. There is always a vegetation option.

There is a "Boarder's Voice" meeting each half term at the boarding houses with the HOB, Houseparent's, Assistant Principal Pastoral and Boarding, Independent Listener and the boarding students. Food is always one of the agenda items and an open (though constructive) discussion is encouraged with all parties regarding food. The Independent Listener always has a slot at the end of the meeting to speak with the students without College staff

being present, this provides the students with an opportunity to feedback any concerns they may not wish to share with the College staff directly.

18+ Independent Residence

In this residence students buy and cook their own food and there is information on nutritional guidelines available to all. The communal kitchens are equipped with cookers, microwaves, rice cookers, dishwashers, individual food cupboards, fridges/freezers. The kitchen is cleaned daily by cleaners but students are told to ensure that they tidy up after their meals so that others can use clean equipment.

CHEKCLIST FOR SAFE FOOD PREPARATION – boarding kitchens must have:

1. Clean and uncluttered food preparation areas.
2. Safe and up to date equipment (white goods and brown); bowls, cutlery, pans etc.
3. Sink with detergents.
4. Hand washing detergents/worktop cleaners.
5. Hand towels and dish cloths and tea towels laundered regularly.
6. Eating area with clean and wipeable surface.
7. Cooker/microwave/fridge etc. cleaned and safe
8. Food cupboards/fridges that are cleaned regularly.
9. Out of date food must be disposed of in a timely fashion.
10. First Aid Kit and immediate access to duty staff in an emergency.