

HASTINGS SCHOOL

LUNCH POLICY

The purpose of this policy is to provide a clear overview of how the school dining service operates at Hastings School, addressing the most frequently asked questions and ensuring a safe, healthy service aligned with current regulations.

Regulatory Framework and Nutritional Approach

The school dining service complies with current regulations on school nutrition, including Royal Decree 315/2025 of 15 April, promoting healthy and sustainable eating in educational centres in Spain. This regulation requires all schools to provide balanced, varied and nutritious menus, promoting the regular consumption of fresh food and limiting ultra-processed products. It also ensures students have access to five healthy meals per week, with daily fruit and vegetables, increased consumption of legumes and fish, elimination of sugary drinks, restriction of industrial pastries, and the promotion of healthy cooking techniques and seasonal products.

Within this framework, Hastings School, in collaboration with its catering provider Ayre, designs menus that comply with these requirements and follow recommendations from the Spanish Agency for Food Safety and Nutrition (AESAN).

Organization of the Service by Educational Stages

Early Years and Primary Education

In Early Years and Primary, the dining service is compulsory for all pupils. The school provides a complete, balanced offer adapted to the nutritional needs of each age group. Bringing food from home is not permitted, except in exceptional circumstances where the catering service cannot meet a specific justified need and after following the school's authorisation process.

Early Years pupils receive morning and afternoon snacks provided by the school. From Year 1 to Year 6, pupils must bring a healthy snack from home, appropriate in quantity and quality so as not to interfere with the main meal. Single-use packaging is discouraged. For safety reasons, nuts and products containing nuts are strictly prohibited, and food sharing between pupils is not allowed.

Years 7 to 10

In LST (Years 7 to 10), use of the school lunch service remains compulsory. This measure ensures that pupils receive a balanced diet, take part in the activities organised during lunchtime, and socialise appropriately with their peers. For food safety reasons, particularly regarding the management of allergens and the prevention of cross-contamination, pupils are not permitted to bring food from home, except in exceptional cases where the catering service is unable to meet a specific, duly justified need and following the school's authorisation process.

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Years 11 to 13

From Year 11 onwards, pupils may choose to use the school canteen or eat out of school provided they have a signed parental consent form.

For MM8 students, we offer a flexible monthly canteen option where they can choose to use the canteen just 4 days a week (Year 11, 12 and 13 students) or 3 days a week (Year 12 and 13 students).

As with other schools, students are not permitted to bring food from home.

Second servings procedure

The policy on second serving is established as an educational tool that promotes both the adoption of healthy habits and responsible eating.

The guidelines will vary according to the stage of education.

Early Years:

Pupils in the early years can always have a second serving. They will be offered small portions and will be positively encouraged to try all the foods, especially vegetables and pulses.

Primary:

In primary, pupils are served a starter, main course, side dish and dessert.

They may ask for a second helping provided they have tasted the main dishes on the menu, particularly vegetables or pulses, or have eaten at least half of the portion initially served. This condition aims to promote a balanced diet and prevent the systematic rejection of certain food groups.

The quantity served for a second helping will initially be half a portion. If the pupil eats this, they may request a second additional half portion. In no case shall the amount exceed the equivalent of two full portions.

Secondary:

In secondary, pupils can choose which dishes they wish to eat, although they are always encouraged to select a starter, a main course and a side dish or salad.

Pupils may ask for a second helping provided they have finished one of the main dishes on the menu that is of high nutritional value, such as vegetables or pulses. This rule aims to promote a balanced diet and prevent the systematic rejection of certain food groups.

The quantity served for a second helping will initially be half a portion. If the pupil eats this, they may request a second additional half portion. In no case shall the amount exceed the equivalent of two full portions.

At all educational stages, pupils may always have a second helping of vegetables, pulses, salads and fruit.

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You can find further information on recommended frequencies and portion sizes for different stages at this link: <https://www.comunidad.madrid/salud/alimentacion-infantil>

Allergies, Intolerances and Dietary Restrictions

Food safety is a priority for the school. Families are responsible for informing the school of any allergies, intolerances or specific dietary requirements during the admissions process or as soon as they become known.

The school, in consultation with its catering provider, adapts menus to pupils' individual needs provided there is documented medical evidence. These requirements must be reviewed and updated regularly to ensure appropriate care is provided.

Service Operation

Meals are prepared daily in the school kitchens using fresh, high-quality ingredients. The catering service is managed by Ayre, whose team of nutritionists designs the menus in accordance with current regulations.

The monthly menu is published on the school's website at the start of each month and is accessible to all families. In secondary school, pupils are offered a choice of main courses and side dishes, always including vegetarian options.

The school canteen forms part of the school's educational programme, not merely as a support service, but as a space where healthy habits, personal independence, social interaction and respect for food are fostered.

The canteen service includes the provision of packed lunches for school trips or off-site activities, tailored to pupils' individual needs.

Quality Control and Monitoring

The service is continuously evaluated through internal reviews and coordination with the catering provider. In addition, student feedback is regularly collected to improve the quality and popularity of the menus.

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Fees, Registration and Withdrawal

Pupils from Pre-Nursery to Year 10 are automatically enrolled. For pupils in Years 11–13, please email us at operations@hastingssschool.com if you wish to use our school meals service. For Year 11–13 pupils wishing to cancel the service, please contact operations@hastingssschool.com at least 10 days in advance. The canteen will be invoiced only for half or full months; therefore, if the 10 days' notice falls on or before the 15th, half a month will be invoiced, and if it falls after the 15th, the full month will be invoiced.

The school meal fee corresponds to the total cost for the full academic year. To make it easier for families to manage their finances, this annual amount is divided into 10 equal instalments, which are payable within the first 10 days of each month, from September to June. It is important to note that these fees are not proportional to the number of school days in each month, as they represent a pro-rata share of the total annual cost of the service. For this reason, it is not possible to enrol in or withdraw from the school meals service in specific months, as the monthly fee is not linked to actual use of the canteen in a specific month, but rather to the distribution of the annual cost of the service.

The school reserves the right to amend this policy where required for organisational, educational, health and safety, or regulatory reasons. Any significant changes will be communicated to families in advance.

For any queries or matters relating to the school canteen, families may contact: operations@hastingssschool.com or the school secretaries.

Department	Email address	Telephone
Operations	operations@hastingssschool.com	+ 34 672652509 +34 666600576
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Last reviewed: June 2026

This policy may be reviewed and updated periodically by the school.