You have not completed all the tasks in Create a specification. There may be information missing from your specification.

## Objectives

### Mission statement

1. The school's mission statement is:

For kids to have great outcomes

### School food policy

1. The school has a food policy.
2. The school's food policy takes a 'whole school' approach. A 'whole school' food policy is one that is reflected in the curriculum and wider school strategy, as well as all aspects of food provision.
3. The key aims of the school's food policy are:
   1. Improve child nutrition
   2. Teach children healthy habits
   3. Reduce or prevent obesity
   4. Tackle health inequalities
   5. Support local agriculture
   6. Support the local economy

### Procurement goals

1. A private catering supplier provided, or provides, the school's previous catering service.
2. The school would like to maintain the following elements of the previous service, which have worked well:
   * Social impact in the local area
   * Other
3. The school would like to improve on the previous service in the following areas, which have not worked well:
   * Other

## Social Value

### Environmental sustainability

1. The supplier must adhere to the Government Buying standards (GBS). The considerations include, but are not limited to:
   * The use of seasonal and ethically sourced produce
   * Meeting of animal welfare standards
   * Use of reduced or recyclable packaging
   * The treatment of food waste
2. The supplier must not unduly waste gas, electricity, water, products or packaging.
3. The supplier must adhere to the school's environmental sustainability policy, programme or rules.
4. The key outcomes of the school's environmental sustainability policy, programme or rules are:
   * Limit the use of single-use plastic and disposables

### Modern slavery

1. The school requires the supplier to adhere to a school policy, or take measures, or make assurances regarding modern slavery. The school describes their requirements as follows:

No modern slavery

### Other social value

## Contract management

### Service review

1. The supplier must have clear policies in place for contract management, including contract review, performance monitoring and reporting, cost reporting, managing feedback from pupils, parents and staff, complaints management, and change management.
2. The school may carry out inspections, audits and random product sampling.

### Cost model

1. The school is unsure whether they will pay the supplier for meals regardless of whether or not pupils buy them.

### Operational overheads

1. The supplier must arrange and cover the cost of any marketing activities. Effective marketing proposals, policies and techniques should be adopted and employed to:
   1. Increase the uptake of meals
   2. Encourage a healthy approach to eating
   3. Maximise the use of catering facilities

These should be discussed and agreed with the school before implementation.

1. The supplier must arrange and cover the cost of any recruitment of catering staff. The supplier is also responsible for ensuring that all staff are aware of relevant policies, and comply with them at all times.

The supplier must provide copies of its safeguarding and recruitment policies that set out and meet the required standards in accordance with Keeping Children Safe in Education 2016.

1. The supplier must arrange and cover the cost of staff uniforms and PPE equipment as required.

### Staff

1. The school will not consider suppliers who employ people on zero hour contracts for this service.

## Service Parameters

### Service Dates

### Pupil and staff numbers

1. The school has pupils in the following year groups:

Year 7, Year 8, Year 9, Year 10, Year 11

1. The school believes that pupil numbers will change significantly in the near future. A brief description of the change has been provided:

Large housing estate being built

### Everyday services, times and customer numbers

### Auxiliary services

## Menus and Ordering

### Food

1. It will be the supplier's responsibility to ensure that all food served within the school day complies with both current and future government legislation and guidelines on the provision of healthy school meals.

Healthy eating should be promoted to pupils wherever practical and desirable.

It will be the supplier's responsibility to comply fully with the Department for Education's food and nutrient based standards, and to promote and comply with this policy throughout the contract term through effective menu planning.

1. The supplier must work with the school to provide safe and enjoyable meals for any pupils with allergies, intolerances or medical conditions such as diabetes. The supplier must ensure that the ingredients, preparation and handling of food for children with allergies and intolerances are completely allergen-free.
2. The supplier must track the 14 allergens used as ingredients in any food they make or sell and must be able to provide allergen information to customers on request. It is important that all staff receive training and information on the 14 allergens contained in food.
3. All ingredients, handling and preparation of food and drink provided by the supplier must be free from:

peanuts

### Pre-ordering

### Payment

## Facilities

### Kitchens

1. The supplier must comply with the Health and Safety Executive guidelines for catering and hospitality.
2. The supplier will prepare food on site at the school.
3. The kitchen or kitchens used to prepare food need some updates or new equipment before service can begin.
4. The kitchen or kitchens were last renovated around 20 Sep 1992.

### Equipment

1. From a list of heavy equipment including fridges, freezers, ovens, hobs, dishwashers and serving counter equipment, the school has the following available for the supplier to use:
   * Fridges or freezers
2. The school describes the heavy equipment available as follows:
   * Fridges or freezers:

3 big freezers

1. The school does not have funds available in the coming year for the maintenance or replacement of heavy equipment.
2. The supplier will be responsible for insuring, maintaining, repairing or replacing any equipment they provide and must keep a service record.
3. From a list of light equipment including pots, pans, cooking utensils, trays, plates, bowls, cups or cutlery, the school has the following available for the supplier to use:
   * Trays, plates, bowls or cups
4. The school describes the light equipment available as follows:
   * Trays, plates, bowls or cups:

portion trays

### Dining areas

1. The school's dining area or areas are described as follows:

spaces for 2 year groups to dine at one time

1. The school dining areas are multi-use, other uses include:

Gym

### Cleaning