



Mairangi Bay School Shared Lunch Guidelines

Learning together to create a better tomorrow



Purpose

Shared lunches are an opportunity to strengthen our classroom whānau, celebrate learning together, and model kindness, respect, and resilience. They should not be used as a PB4L, dojo, or a values reward.

Planning and Communication

Teachers may hold a shared lunch once per term if appropriate. A Hero post must be sent to whānau at least one week prior including:

- ❖ The date and time of the shared lunch.
- ❖ Instructions on what to bring (see below).
- ❖ A reminder to avoid allergens specific to the class.
- ❖ Guidance on labelling and hygiene expectations.

Recommended Food Organisation

Teachers organise food contributions by first letter of the student's first name:

- A-L: Bring a sweet item (e.g., fruit kebabs, muffins, biscuits).
- M-Z: Bring a savoury item (e.g., sandwiches, sushi, sausage rolls).

All food must be:

- ❖ Delivered by 9am to the classroom not school office - packaged with labels clearly with ingredients, or covered until serving time.
- ❖ Home baking with full ingredient information is provided. No ingredients = no sharing.
- ❖ Easy to serve and eat in small portions.
- ❖ No hot food
- ❖ Avoid high sugar content foods (lollies, fruit juice etc)
- ❖ Avoid fast food deliveries (McDonald's, Dominos Pizza etc)
- ❖ Nut-aware: avoid peanut or tree-nut ingredients if any student in the class has an allergy.

Allergy and Hygiene Practices

In line with our Allergy Aware approach:

- ❖ Students with allergies eat first if they are participating.

Teachers must ensure:

- ❖ All students wash hands before and after eating.
- ❖ No food sharing or touching of others' food.
- ❖ Serving utensils or tongs are used for each dish by the teacher where possible.
- ❖ Students use their own lunch boxes to collect food.
- ❖ Remind families that packaged items with ingredient labels are safest.

OPTION: Students with allergies are welcome to bring their own food

Inclusion and Safety

- ❖ Encourage non-food options for celebrating together (e.g., games, music, or storytelling).
- ❖ Make the lunch an inclusive event where every child feels safe and part of the group.
- ❖ Teachers should check all Individual Health/Anaphylaxis Plans before the event and ensure EpiPens are accessible.

After the Lunch

- ❖ Ensure all surfaces are wiped and cleaned after eating.
- ❖ Students assist with tidy-up as part of our values of responsibility and teamwork.

Key Reminders

- ❖ Teachers must be aware of the students with allergies in their class and communicate with whānau to avoid any incidents.
- ❖ Shared lunches are a community celebration, not a behaviour reward.
- ❖ Communication, preparation, and supervision are key to ensuring everyone's wellbeing.
- ❖ Together, we model atawhai (kindness), whakautē (respect), and manawanui (resilience) through how we eat, share, and care for one another.

