

Deployment of Health and Nutrition Inspectors (HN) on school inspections

HN Inspectors monitor the fulfilment of statutory duties within the [Schools \(Health Promotion and Nutrition\) \(Scotland\) Act 2007](#) (the HPN Act). The HPN Act states that all schools must be health promoting and comply with the [Nutritional Regulations for Food and Drinks in Schools \(Scotland\) Regulations 2020](#) (the Regulations). All education authorities and managers of grant-aided schools are required to comply with the Regulations. They are also under the duty within the Standards in Scotland's Schools Act etc. 2000 (the 2000 Act) to ensure that schools are [health promoting](#).

HN Inspectors monitor compliance with the Regulations and key duties of the HPN Act, as well as health promotion duties as far as they relate to food and nutrition.

Allocation of days and time in school

HN Inspectors join a proportion of primary, secondary and special school inspections from the annual inspection programme undertaken by His Majesty's Inspectorate of Education. An inspection administrator informs schools when an HN Inspector is joining the team.

Residence/Hostel

Where a school has a residence or hostel, this may be included as part of the inspection. The HN Inspector will spend time with catering staff in the residence. The same nutritional requirements apply to evening meals provided in school residences or hostels, where these are provided for children and young people.

No HNI on the inspection team

If there is no HN Inspector on the team, their core inspection activities are not transferred to another team member due to the specialist nature of their work. In this case, there is no need to provide any of the information noted below. HM Inspector colleagues, and other team members will still carry out activities which contribute to the evaluation of health and wellbeing and some aspects of the HPN Act. For example, arrangements to protect the identity of those entitled to a free school meal, and ensuring free drinking water is readily available.

Sharing findings

The HN Inspector provides information to the Managing Inspector for inclusion within the record of School Inspection Findings (SIF). HN Inspectors email a summary of findings to the headteacher, copied to the school meals provider, Managing Inspector, Inspection Administrator and the local authority representative.

HN Inspector Briefing Note

Evidence

Self-evaluative evidence is required by the school, and school meals provider, to show compliance with the Regulations and key duties of the HPN Act. This should be provided in advance of the inspection and include the following but not limited to:

Evidence from school meal provider	Evidence from education
School lunch menus	Information on any food provided by the school, private care provider etc out with lunchtime
Nutritional analysis	School policies relating to food
Recipes including nutritional information	Special diet procedure or policy
Red and red processed meat calculation	Free school meal data
Product specifications for relevant food standards	Examples of whole-school approaches to health promotion
Meal uptake data	Monitoring record
Monitoring record	

The school and catering provider should jointly complete the [HPN monitoring record](#). This will support evidence of compliance with the Regulations relating to food provision across the school day and the key duties of the HPN Act.

HN Inspector activities

All inspection activities gather evidence of compliance with the HPN Act and the Regulations including the Food and Drink standards and whole-school approaches to food, nutrition and health promotion.

Activity:	Detail:
Observations	<ul style="list-style-type: none"> ➤ HN Inspectors observe food and drink provision, such as breakfast, morning break, lunch and after school food provision, including any providers of school aged childcare on the school premises. ➤ HN Inspectors undertake a joint observation with a senior member from catering service. ➤ HN Inspector consider overall provision, relationships, dining environment, monitoring of uptake and waste, payment systems, portion sizes and availability through service.
Meeting with catering staff	<ul style="list-style-type: none"> ➤ HN Inspectors examine child protection training, uptake trends, menu planning, links with education, work with parents/partners, nutritional analysis, food and drink standards, promotional activities, special diet procedures.
Discussions with children and young people.	<p>HN Inspectors discuss experiences of food and drink in school, including:</p> <ul style="list-style-type: none"> ➤ food related learning including interdisciplinary learning (IDL), Developing the Young Workforce (DYW) I and practical food activities ➤ pupil led groups relating to health promotion, for example eco, gardening, health champions, food waste warriors ➤ school initiatives around health promotion
Meeting school staff leading on food related learning and whole school approaches	<p>HN Inspectors consider:</p> <ul style="list-style-type: none"> ➤ food related learning activities such IDL, DYW, practical food skills, sustainability ➤ links with the dining hall and or school meals provider ➤ school food policies ➤ whole-school approaches to food including use of partners, assemblies and other related activities ➤ any school initiatives involving food and or food related activities, for example family cooking, cooking clubs
Informal discussions with administration staff	<ul style="list-style-type: none"> ➤ HN Inspectors discuss special diet procedures, free school meal entitlement data, meal ordering and promotion of school meals service.
A brief meeting with the headteacher at the end of the day	HN Inspectors inform the headteacher of the summary of findings in relation to the HPN Act.