

## Operations Directorate Standard Operating Procedure

### Provision of Halal Meals and Ramadan

#### Definition of Halal

- Halal is an Arabic word that means permissible. A Halal certified product means that the product is permissible or acceptable in accordance with Islamic law. In order for products to receive this certification, they must be from an acceptable source such as a cow or chicken and slaughtered according to these laws.

#### Objective

- To ensure all team members have a clear understanding of the definition of Halal and the provision of Halal meals
- To ensure all team members understand their responsibilities of the provision of Halal meals

#### Operational Duties

- To ensure that students with Halal meal requirements can maintain a balanced and nutritional offer within catered accommodation and not experience any significant reduction in choice
- The Head Chef should ensure there are suitable Halal meal options available for all services including breakfast, lunch, dinner and formal dinners
- Breakfast – all offered items including croissants or rolls should have fillings suitable for Halal e.g. vegan and vegetarian
- Lunch – to include, a choice of 3 sandwiches daily, hot offer should include Halal certified meat alternative along with vegetarian or vegan choices
- Dinner – the offer should include Halal certified meat alternative along with, fish, vegetarian or vegan choices
- Formal dinner – the main course offer should include Halal certified meat alternative not just a vegetarian option
- To highlight awareness of the increased provision and to help enable to minimise food waste we encourage Head Chefs/FBSH to liaise where possible with the Muslim Student body within their college. Areas for discussion should include menu choices and any additional requirements e.g. dietary and or allergens
- The 3 weekly menu with the dishes highlighted that can be adapted to a Halal requirement should be provided to all students
- Students requiring a Halal adapted meal should complete the request form the day before the meal is required
- The request forms should be monitored on a daily basis by the Head Chef and the FBSH (or the most senior person on duty at a weekend) who should liaise with their teams giving detail of dishes selected and amounts required

#### What is Ramadan

- Ramadan is the name of the ninth month of the Islamic calendar, and is the month of fasting. Muslims believe it is the month the Holy Qur'an was revealed to the messenger Prophet Muhammad. Fasting during Ramadan is one of the five pillars of Islam. The overall purpose of the fast is to gain Taqwa (which means to gain piety or God consciousness). This is achieved through an increase in prayers, reading the Qur'an, self-reflection and self-discipline. The fast entails refraining from food or drink (including water) from dawn until dusk. (Suhoor to iftar). Most Muslims will wake before dawn for a meal before the start of their fast, and break their fast with dates and water at sunset and a meal thereafter. This year, fasts in the UK will last on average more than 13 hours; the start and end times vary as the month progresses.

#### When is Ramadan 2023

- Ramadan begins this year on or around Wednesday 22 March 2023 and lasts 29 or 30 days. Ramadan will end on or around the evening of Friday 21 April 2023. Muslims follow the lunar calendar so the exact start and end dates depend on the sighting of the moon. The festival of Eid-ul-Fitr follows Ramadan and will take place on or around Saturday 22 April 2023.

**Operational Duties – the below is only applicable if dates of Ramadan fall within term time dates**

- To enable Muslim students to fulfil their religious beliefs, while they are in residence in the colleges, a catering provision still needs to be provided.
- The college Head Chef and the FBSH should contact the college student and welfare support who should provide detail of any students that will be fasting during Ramadan before **DATE HERE IF APPLICABLE** if in residence or before they return to college if they are arriving after this date. The detail should include any special dietary requirements along with the dates\* needed.
- At the end of the dinner shift, approximately 8.00pm, food should be delivered to the student bedroom. The student will not consume until after sunset. For food delivery information refer to the table below.
- Students will need access to a fridge and a microwave to be able to store and then to reheat and consume the food at the correct temperature. An SOP should be provided on how to reheat food.

The morning meal provision should include items such as:

- Porridge pot
- Croissant / pastry
- Muffin
- Fresh fruit
- Bottled water
- Bread bun, spread, conserve
- Cheese
- Avocado

The evening meal provision should be high in fibre and protein. The meal should consist of:

- Portion of soup
- Main course – please refer to the ‘Provision of Halal’. To maintain the quality of the main course option, this should be cooked and chilled prior to being placed at the collection point (selecting suitable menu options that lend to reheating).
- Carbohydrate
- Vegetables
- Fresh fruit
- Bottled water

**Ramadan Calendar**

Date	Time to be delivered	Provision
20 March 2023	8.00pm	Suhoor (morning meal)
21 March - 21 April 2023	8.00pm	Suhoor and iftar (morning meal and evening meal)

**Approval by: Paul Taylor**

Signature: *Paul Taylor*

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**Revision Record:**

Revision	Author	Authorised	Date
Draft	Michael Thorne Philip Atkinson Mustafa Gun	Paul Taylor	