



CANTEEN POLICY

Rationale

Students require access to healthy food to enable them to function effectively in the classroom. The School Canteen models, provides and promotes a variety of nutritious and healthy foods to the students and staff. Good nutrition is very important and we should work towards teaching our children to make healthy choices. When consumed daily, the food provided through the school canteen may comprise of a third of a student's total daily intake and have a significant influence on their health and nutrition.

Purpose:

1. To provide attractive, nutritious and healthy food at affordable prices.
2. To provide a service to staff, parents and students which will meet their nutritional needs.
3. To encourage good eating habits which we hope children will carry through life.
4. To link the canteen with educational programs provided in the school and where appropriate use its facilities as a valuable resource.
5. To run the canteen primarily as a service.

Guidelines for Implementation:

1. The canteen contractor must comply with the Victorian Government Education & Training Department *School Canteens and Other School Services Policy*.
2. The Canteen will be operated by contractors who will pay a monthly fee to use the premises.
3. The canteen contract to be reviewed annually by the Principal and sub-committee of the School councillors.
4. The canteen contractor is required to ensure that food sold reflects the *Healthy Canteen Kit – Food Planner*.
5. Food packaging will be kept to a minimum to reduce litter in the school grounds.
6. Students and staff may order lunches on days when the canteen is operational. The Canteen Operators, supported by Staff, will endeavour to monitor recess-time spending by students.
7. Up to date records and Emergency Plans of children with serious food allergies will be maintained at all times on Canteen premises.
8. Foods suitable for special dietary needs e.g. diabetes will be designated as such on the canteen menu. Parents of children with special dietary needs will be encouraged to liaise with the Canteen Operators.
9. The canteen window will be closed 10-15 minutes prior to the end of lunchtime to ensure that students have adequate time to consume their purchases prior to returning to class.
10. The Canteen Operators must have a certificate from an approved course in food handling and preparation and develop and maintain a Food Safety Plan, ensuring that annual fees and inspections are complied with. Certificates should be displayed.
11. All canteen workers must have safe food handling certification and prepare foodstuffs in accordance with Health Department regulations. Certificates should be displayed.
12. Pricing will be determined by the Canteen Operators in line with the Council goal of providing an affordable service for school families. Any changes in prices should be viewed by School Council for their consideration.
13. Copies of price lists will be distributed to all families via the school newsletter and be made available on the school APP.
14. The canteen will be available for out of school hours functions as authorised by the Principal.
15. The Canteen Operators will be responsible for the cleaning of the canteen and all serving areas. Other groups using the Canteen facilities will be expected to perform cleaning to the same Health Department level expected of the Operators.

- 16 The school canteen will comply with Occupational Health and Safety Regulations and maintain registration with the City of Greater Bendigo.
- 17 The Canteen Operators will communicate canteen information via the school newsletter. This may include items on nutrition and ideas for healthy snacks.

Evaluation

A School Council sub-committee will undertake ongoing reviews of Canteen operations as required.

References:

- 1 Victoria State Government Education and Training School Canteens and Other School Food Services Policy.
<http://www.education.vic.gov.au/school/principals/management/Pages/canteenpolicy.aspx>
<http://www.education.vic.gov.au/Documents/school/principals/management/gfypolicy.pdf>
- 2 Victoria State Government Education and Training – Healthy Canteen Kit.
<http://www.education.vic.gov.au/school/principals/management/Pages/canteendown.aspx>
<http://www.education.vic.gov.au/Documents/school/principals/management/gfypplan.pdf>

POLICY REVIEW AND APPROVAL

Policy last reviewed	2022
Approved by	School Council and Principal
Next scheduled review date	2025