



# Food Services Policy

## RATIONALE

The incidence of obesity in children and young people in Australia has increased dramatically in recent years, with 1 in 4 children overweight or obese.

This has serious long and short-term health consequences. Excess weight gain in children is usually a result of eating too much food or the wrong type of food, combined with low energy expenditure – doing too little physical activity or being inactive for too much of the day.

Nutrition is particularly important in the childhood years, which are a time of rapid growth and development. Healthy eating and a healthy lifestyle assist children to develop and grow to their potential, thus contributing to optimal educational outcomes and a healthy adult life. Furthermore, nutrition during childhood is also important in preventing lifestyle diseases such as obesity, dental disease, Type 2 Diabetes, hypertension and, in later life, osteoporosis, cardiovascular disease and a range of cancers.

## GUIDING PRINCIPLES

It is important that parents, teachers and students work together to support a whole-school approach to building a school culture in which students actively choose nutritious foods and a healthy lifestyle. St Albans Secondary College is committed to a 'Whole-school approach' to healthy eating. A positive attitude towards a school canteen that supports healthy eating is promoted and endorsed.

A healthy school food service:

- makes it easy for students to choose healthy snacks and meals.
- offers a variety of nutritious foods.
- promotes foods that are consistent with the Australian Dietary Guidelines for Children and Adolescents.
- can be an avenue for consistent and continual health education.
- complements the diverse elements of the school curriculum.
- involves students, parents and the wider school community.
- is an integral part of the entire healthy school environment.

Healthy eating is facilitated through a whole-school approach to nutrition. The school's food services and curriculum programs on healthy eating should be complimentary. Positive peer pressure within the education setting can create a culture in which nutritious foods and a healthy lifestyle are actively chosen. This culture should permeate the entire school environment and can have an impact on choices made by students about food consumption when they are not at school.

## IMPLEMENTATION

### 1. Curriculum, teaching and learning

- developing curriculum that supports healthy food choices
- encouraging students to become involved in food-related activities, for example, planning meals, growing foods, shopping for food products, cooking and promoting foods.

### 2. School organisation, ethos and environment

- offering a variety of nutritious foods at the school food service and regularly changing the menu.
- being creative with presentation and preparation of healthy foods.
- maintaining consistent messages about healthy foods in all parts of the school operation.

### 3. Community links and partnerships

- making links with local fruit and vegetable retailers – this could include a school visit by the retailers, an excursion to a local market or connection with our Breakfast Program.
- involving groups of people from the wider community in the serving of food to students.

## PART A: CANTEEN OPERATIONS

School canteens and other school food services are important educational resources. They have an important role in the provision of food to students and the school community as well as being an integral part of the school environment.

The school canteen should reflect the educational goals of the school and support and complement student learning. When it is used daily, the food provided through the school canteen may comprise a third of a student's total daily intake and have a significant influence on their health and nutrition.

### Canteen Aims:

- Provide an enjoyable, nutritious and attractively presented selection of foods and drinks at reasonable prices.
- Promote and encourage healthy food choices.
- Function as an efficient business enterprise.
- Encourage courtesy and consideration among all individuals using canteen facilities.

### Canteen Guidelines:

The School Canteen will provide foods consistent with the Dietary Guidelines for Children and Adolescents promoted by the 'Go For Your Life Healthy Canteen Kit'.

- Food sold by the school canteen will reflect to the students the value the school places on healthy eating practices.
- The canteen will fully comply with all DoE and Government Health & Hygiene regulations.
- The Canteen Manager will be responsible for implementing proposed menu changes.
- Red and Amber Foods\*\* that are maintained on the canteen menu will be made more nutritious and healthy through the use of vegetables and fruit.
- Current menu will be advertised to school community members through school newsletters.
- Special menu items will be advertised during each week.

### \*\* (ref. Healthy Canteen Kit – Food Planner)

(Note: A comprehensive list of 'Green', 'Amber' and 'Red' Foods can be found at (<http://www.education.vic.gov.au/management/schooloperations/healthycanteen/default.htm>)

### Canteen Management:

#### Staff

- The Canteen Manager shall be appointed by and, if necessary, dismissed in consultation with the school Principal and the School Council.
- The canteen will comply with equal opportunity guidelines for employment.
- The Canteen Manager shall be employed in accordance with the current legal requirements pertaining to minimum conditions, or a salary negotiated and approved under an enterprise agreement (minimum award conditions must apply, including superannuation; refer to the separate Canteen Manager's employment agreement and job description documents for roles and responsibilities of the Canteen Manager).
- The Canteen Manager will be given an annual performance review by the Canteen Committee school council representative.

### Food Hygiene and Safety:

The Canteen will:

- Comply with the current Food Safety and Hygiene Regulations.
- Include a Canteen Manager who is a certified Food Handling and Safety Supervisor.
- Ensure all staff have current hygiene and food safety training credentials.
- Ensure that aprons and hats or hairnets, which will be provided by the canteen, are worn at all times.

## Occupational Health and Safety:

The Canteen will:

- Comply with the current Occupational Health and Safety (OH&S) regulations.
- All canteen staff and volunteers will be made aware of evacuation procedures in case of fire or other emergency.
- All canteen staff and volunteers will be required to wear closed-in footwear.

## Canteen Operating Hours:

The canteen will be open during days of normal school operations at the following times:

Before School	8.15 am - 8.40 am
Recess	10.35 am - 10.50 am
Lunchtime	12.40 pm - 1.20 pm

## PART B: EXTRA-CURRICULAR ACTIVITIES INVOLVING FOOD SALES/SUPPLY

The food provided within the school environment has a considerable influence on the development of children's long-term eating habits, food preferences and attitudes towards food. Food provided through extra-curricular activities (such as information evenings, fund-raising and class related activities) should complement the knowledge, skills and behaviours about healthy eating and lifestyles that underpin the practices involved in developing the canteen menus.

Foods eaten at school contribute significantly to the student's daily nutrient intake and also have a considerable influence on the development of their eating habits, growth patterns and energy levels. It is important that parents, teachers and students work together to support a whole-school approach to building a school culture in which students actively choose nutritious foods and a healthy lifestyle.

### Guidelines:

The recommendations associated with the provision of foods from each of the categories (Green, Yellow and Red) should inform our decisions on how often we approve the supply of certain foods to the school community.

School fundraising and class-based food supply activities must gain approval from the school administration for the type of foods being supplied. To gain approval the organiser of the activity must complete and submit the relevant documentation to the Canteen Manager at least 4 weeks prior to the activity. (**Application Forms available on Intranet: 'Teachers shared drive', Docs & Forms.**)

As a guide it should be noted that:

- Fund Raising Activities will be able to select food types from all categories but foods from the 'Red Category' should only be supplied twice a term from this area.
- Subject based food supply activities must have formal permission to supply foods classified as 'Red Category Foods'.

It should also be noted that extra-curricular food supply activities will not be approved if the number of activities or the proposed dates of activities has a significant impact on school canteen operations or it undermines the governing guidelines of this policy.

### Note:

There is no current requirement for staff to seek approval for classroom parties or food provision on Curriculum days or Professional Learning activities but staff are asked to consider the responsibility we all have to promote healthy eating behaviours.

### Process:

1. Download a form from the School Intranet or collect it from the classroom teacher
2. Complete details on form and lodge it with Mr Crocker (Assistant Principal) who will approve/not approve activity (should meet Food Policy Guidelines).
3. After approval applicant should get Canteen Manager's signature and then return form to Mr Crocker.
4. Staff members have responsibility to ensure all conditions agreed to in supplying the food are adhered to.

## EVALUATION

This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in...

September 2016

# Extra-Curricular Food Service Application Form

## Who should fill out this Form?

Staff/Students running events where food is being provided to the general school population should complete and submit this form no less than 4 weeks before the planned event (eg. Youth Week, Running a Small Business, VCAL, fundraising etc)

This form is **NOT APPLICABLE** for food provided in single class/small student groups.

Curriculum Area managing event:		
Teacher(s) in Charge:		
Proposed Date(s) of event:		
Time(s) of event:		
<b>Brief Description of Event:</b> (Include purpose of event, types of food being supplied & location of food distribution)		
Signature Learning Area Coordinator:		
<b>THE SECTION BELOW TO BE COMPLETED BY THE PRINCIPAL CLASS OFFICER</b>		
Date submitted:		
Signature Canteen Manager:		
Signature Principal Class Officer:		
Recommendation:	Approved	Not Approved
Explanation of approval decision:		