St James School Canteen Policy

Promoting Children’s Health

Why have healthy foods in canteens? The school canteen reflects to students the value the school puts on healthy eating practices. The school canteen is an integral part of the school and as such will illustrate and complement classroom programs. As well as an educational role, it has an important service, social and cultural role in our multicultural society. For many students who use the canteen regularly the food purchased there makes a significant contribution to total food intake and nutrition. Nutrition is important to health throughout life. It is particularly important at times of rapid growth and development, which include the school years. Poor dental health, overweight, obesity, underweight, poor physical fitness, constipation, high levels of fatty substances in the blood and elevated blood pressure are associated with diet and these conditions have been identified in studies of children in Australia.

The school canteen will aim to:

1. Provide an enjoyable, nutritious and attractively presented selection of food and drink at reasonable prices.

2. Help reduce health risk factors by encouraging the development of good eating habits consistent with the Dietary Guidelines for Children and Adolescents.

3. Provide foods recommended by the NSW School Canteen Association.

   1.a. Develop an appreciation of the social, ethnic and cultural aspects of foods, as well as the nutritional aspects.

4. Provide students with practical learning experiences about making healthy food choices.

5. Function as an efficient business enterprise.
6. Demonstrate high standards of hygiene in relation to the preparation, storage and serving of food at the canteen.

7. Through the canteen committee provide an opportunity for the school community to participate in decisions concerning the operation of the school canteen.

8. Encourage courtesy and consideration among all personnel using canteen facilities.

9. Provide an opportunity for parent and community involvement in their children’s education environment.

10. Provide a financial contribution towards resources for all students in the school.

**Distribution of the policy document:**

1. A current copy of this policy and supporting documents will be on permanent display in the school canteen.

2. A copy of a signed, dated and most recent school canteen policy will be given to all canteen committee members at the first canteen committee meeting following the parent body annual general meeting.

**Administration**

- The sponsoring body will manage the school canteen through a canteen committee.
- The canteen committee will be responsible for operating the canteen in accordance with this policy and its supporting documents.
- The canteen committee will present a report to each general meeting of the sponsoring body. • The committee chairperson shall present a written report and the auditor’s report to the annual general meeting of the sponsoring body
- The sponsoring body shall have the right to reorganise, disband or close the committee
- Such decisions are to be supported by majority vote at a general or special meeting, to which at least seven days notice in writing, to the school community has been given. Notice of motion for action must be given in writing, to the
secretary of the sponsoring body, and must be signed by 5 financial members of
the sponsoring body.

Principal/School Managed Canteen:

In cases where a change in the method of control is proposed by the Principal, the
Principal shall inform the parent body of his/her intention and afford its members
an opportunity for full discussion with him/her. Where agreement cannot be
reached by this means, the parties concerned shall have the right to present their
case to the next highest authority.

Leased Canteen:

The school canteen agreement entered into between the leaser and the school is
to be consistent with the principles recorded in the Department of School
Education Guidelines for School Canteens December 1992 and/or the school
healthy canteen policy.

Gifts / Concessions:

All discounts, allowances, complimentary articles, gifts concessions and the
proceeds from any supplier of goods or services, directly or indirectly, to the
Canteen shall remain the property of the Canteen and be properly recorded and
later accounted for at the time of stock taking.

Alterations to the Policy:

This policy shall not be added to, or amended, except at the annual general
meeting of the sponsoring body, or a special meeting thereof (called for that
purpose); and then only with the approval of two-thirds of those present, and
entitled to vote. This policy will be reviewed annually by the canteen committee
and suggested amendments will be forwarded to the sponsoring body at least one
month prior to the sponsoring body’s annual general meeting.

Proposed Amendments:

1. Stocktake at the end of the calendar year.

2. Two signatures required with banking.

3. Smoking/hygiene list.
4. Volunteers with children.