

# Scarborough Primary School



## Strive

### Healthy Food and Drink Policy

#### RATIONALE

Scarborough Primary School aims to promote nutritional eating habits in a safe, supportive environment for all children. We believe that early childhood is an important time for establishing lifelong, healthy eating habits and can benefit the children in both the short and long term. This links strongly with *Nurture*, one of our Business Plan's three pillars; Strive, Nurture, and Protect.

Schools are required to adopt a whole school approach to healthy eating within the school community. Fundamental to this is the implementation of strategies which inform, support and promote healthy eating within the guidelines of the *Department of Education Policy for Healthy Food and Drinks in Schools 2014 (updated from 2007)*. The standards are still based on a traffic light system: GREEN – fill the menu; AMBER – select carefully; and RED – off the menu\*.

- is underpinned by the Australian Dietary Guidelines, the Australian Guide to Healthy Eating and the Health Promoting Schools Framework.
- is compliant with the Department of Education's *Healthy Food and Drink* policy.
- applies to classroom rewards, cooking activities, school camps, excursions, and assemblies.
- applies to all operators of a canteen (including external contractors, local caterers/shops, or P&C Association that provide a food service to the school).
- Parents and Citizens' Association fundraising is exempt from the requirement to only use 'green' and amber' food and drinks however consistent messages are encouraged.

#### WHOLE SCHOOL APPROACH

Scarborough Primary School and the canteen/food service will work together to support healthy eating. By adopting a whole school approach, consistent messages can be promoted through the curriculum and social and physical environments.

Scarborough Primary School will adopt a whole school approach to promote healthy lifestyles through the following:

- Before school fitness programs
- Newsletter communications on healthy eating and/or health promoting messages
- Crunch & Sip program - a set break time where children can eat fruit or vegetables and drink water in the classroom
- Include fundraising initiatives which promote physical activity (such as lapathons).
- Include non-food related fundraising initiatives
- Teachers will use non-food based reward systems in the classroom to support the healthy ethos of the school and reinforce the health lessons taught in the classroom.
- Wrapper Free Wednesday

#### FAMILY SUPPORT

- We have a number of students who have food allergies and are subject to an anaphylactic reaction. In an effort to provide a safe environment for students with these allergies, we commit to educating our students about allergies in general and, with parent agreement,

inform students about individual allergies. We ask students not to share food brought from home.

- The children's birthdays are well celebrated at school with the teacher and classmates. To support our Healthy Food and Drink Policy families are not to send in snacks or birthday cakes to their child's classroom.
- Families are encouraged to provide their child/ren with cut up fruit or vegetables (bitesize) and a water bottle for Crunch & Sip.
- Parents are encouraged to provide a healthy recess and lunch for their child/ren.

## **ROLE OF THE CANTEEN OR FOOD SERVICE PROVIDER**

Scarborough Primary School's canteen/food service will:

- Provide a food service to students and staff that meets their nutritional needs, promotes healthy food, is part of a whole school approach, and is affordable and financially sustainable.
- Reinforce nutrition messages being taught in the classroom by modelling healthier food and drink choices that are tasty, interesting and affordable. This has the potential to influence food choices by students at school and in the wider community, and help to equip students with the knowledge to continue to make healthy choices throughout their adult lives.
- Canteen/food service menu will follow the new standards for the provision of healthy food and drink choices in public schools by using the traffic light system:
  - include a minimum of 60% **GREEN** menu choices
  - include a maximum of 40% **AMBER** menu choices
  - not make available **RED** menu choices (food and drinks that do not meet specified minimum nutrient criteria)
  - limit savoury commercial products in the **AMBER** category to those that meet the criteria for registration and making them available no more than twice a week

Healthy eating at Scarborough Primary School's canteen/food service will be supported by:

- Changing the menu according to the summer and winter seasons.
- Having available every day and promoting a wide range of the foods that should make up the majority of a healthy diet (**GREEN**);
- Offering a range of foods and taking into consideration Australia's multicultural society.

### **Links:**

Department of Education – Healthy Food and Drink Choices in Public Schools Policy Overview  
<http://www.det.wa.edu.au/healthyfoodanddrink/detcms/portal/>

Department of Education – Traffic Light System: 'What's on the Menu'  
<http://www.det.wa.edu.au/healthyfoodanddrink/detcms/navigation/information-for-schools/>

# **Scarborough Primary School**

## **Healthy Food and Drink Canteen/Food Service Policy**

In 2007 the Minister for Education and Training implemented Policy and Standards for Healthy Food and Drink Choices in Public Schools. This policy sets standards for the provision of healthy food and drink choices in public schools. The standards are based on a traffic light system: GREEN – fill the menu; AMBER – select carefully; and RED – off the menu.

The Canteen/Food Service Policy will incorporate the Policy and Standards for Healthy Food and Drink Choices in Public Schools and will be visible in the canteen/food service alongside the Scarborough Primary School Healthy Food and Drink Policy.

### **Canteen/Food Service Committee**

Scarborough Primary School will have a canteen/food service committee, with representation from the whole school community, including where possible students, parents and teachers. The committee will participate in the decision making process for the canteen menu, pricing, purchasing and maintenance of equipment etc.

### **Canteen/Food Service Management**

#### 1. Employment

- The canteen/food service supervisor 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).
- The canteen/food service will comply with equal opportunity guidelines for employment.
- The canteen/food service supervisor shall have a written job description approved by the Canteen Committee and/or Parents and Citizens' Association and canteen supervisor.
- The canteen/food service supervisor shall be appointed by, and if necessary, dismissed by the Executive of the Parents and Citizens' Association in consultation with the Canteen Committee and Scarborough Primary School Principal.

#### 2. Skills and knowledge

- The Department of Education requires the canteen/food service supervisor and employer (e.g. Parents and Citizens' Association representative) to undertake 'traffic light' training conducted by the Western Australian School Canteen Association Inc and achieve competencies in nutrition, food safety and hygiene and canteen management.

#### 3. Pricing policy/profits

- The primary objective of Scarborough Primary School's canteen/food service is to provide a nutritious food service.
- The canteen/food service may endeavour to provide a financial contribution towards resources for all students in the school after its financial obligations have been met (e.g. for maintenance of facilities and equipment, new equipment, professional development and training).
- Profit making by Scarborough Primary School's canteen/food service will not be made at the expense of providing students with less healthy choices (AMBER)
- The average mark-up on healthy (GREEN) items shall be lower than that applied to less healthy (AMBER) products.

#### 4. Canteen/food service equipment

- The canteen/food service committee shall provide essential, safe equipment and ensure that it is well maintained, in good repair and used according to the appliance directions.

- The canteen/food service committee shall report to the Principal any structural defect(s) within the canteen.

## 5. Gifts/concessions

- All discounts, allowances, complimentary articles, gifts, concessions and the proceeds thereof 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 stocktaking. Public school canteens must comply with Department of Education policies, including the *Financial Management in Schools Finance and Accounting* policy.

## **Menu Planning**

Healthy eating at Scarborough Primary School will be supported by:

- Changing the menu according to the summer and winter seasons.
- Having available every day and promoting a wide range of the foods that should make up the majority of a healthy diet (GREEN);
- Offering a range of foods and taking into consideration Australia's multicultural society.

## **Occupational Health and Safety**

The canteen/food service at Scarborough Primary School is a workplace and will comply with the *Occupational Safety and Health Act 1984 (WA)* and *Occupational Safety and Health Regulations 1996 (WA)*. The Department of Education has a number of policies and procedures related to health and safety. Some of the requirements include:

- All canteen/food service staff and volunteers to be made aware of evacuation procedures in case of fire or other emergency
- All canteen/food service staff and volunteers to wear enclosed footwear. Shoes with heels or, open sandals are not acceptable
- Students and teachers are not permitted to enter the canteen premises during normal trading hours unless it is part of a supervised school curriculum activity
- Only canteen/food service staff and volunteers rostered for duty may enter the canteen premises during normal canteen opening hours

Young children accompanying paid workers, or volunteers and enrolled students working in a canteen, could constitute a hazard. The *Occupational Health and Safety Act 1984* requires all practicable measures are taken to minimise exposure to hazards in a workplace.

## **Food Safety and Hygiene**

The Food Act 2008 (WA) and the Food Regulations 2009 (WA) require that:

- all food services apply for registration with the local council as a food business (a fee may be applicable);
- food prepared for sale is only made in approved premises, for example a food business approved by the appropriate enforcement agency. Food prepared in a home that has not been approved as a food business must not be sold in a canteen.

The Australia New Zealand Food Standards Code requires that:

- food handlers' personal hygiene practices and cleanliness minimise the risk of food contamination. Risks can be minimised by the wearing of hats, hairnets and aprons provided by the canteen/food service; and
- the preparation, cooking, transportation and serving of food is done in such a way as to retain nutrients and minimise bacterial contamination.

## **Reporting and Assessment**

Scarborough Primary School will record items and quantities purchased and sold for Independent Primary School (IPS) reporting. This will enable the school to review and to improve service, assess financial

sustainability, and fulfil any IPS audit obligations. The data will include canteen/food service operator name, time and date, as well as the year group and gender of child.

**Distribution of the Policy/General Policy Issues**

- A current copy of the Department of Education's *Healthy Food and Drink* policy and Scarborough Primary School's policy will be on permanent display in canteen/food service
- A copy of the current Scarborough Primary School's policy (signed and dated) will be provided to all canteen/food service committee members at the first committee meeting following the Parents and Citizen's Annual General Meeting

Endorsed by School Board: June 2016

Proposed review date: September 2018