



Falcon Primary School

Healthy Food and Drink policy

Falcon Primary School is committed to providing healthier food and drinks for the school community and complying with the five elements of the Department of Education's *Healthy Food and Drink* (HFD) policy (see Appendix 1). The Australian Dietary Guidelines and the Australian Guide to Healthy Eating establish the basis for a healthy eating approach. A key message of the guidelines is to enjoy a wide variety of nutritious foods every day.

Falcon Primary School's Healthy Food and Drink policy:

- is underpinned by the Australian Dietary Guidelines, the Australian Guide to Healthy Eating and the Health Promoting Schools Framework
- is consistent with the Department of Education's *Healthy Food and Drink* policy
- applies to classroom rewards, cooking activities, school camps and excursions
- applies to all operators of a canteen/foodservice including the parent body, schools and school boards, external contractors and local caterers/shops that provide a food service to the school.

Role of Falcon Primary School's canteen/food service

Our canteen/food service will:

- comply with the Department of Education's HFD policy
- provide a food service to the school community that:
 - meets their nutritional needs
 - promotes healthy food
 - prepares and stores food in a safe manner
 - is part of a whole school approach
 - 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 can support students to make informed decisions about their health and wellbeing by influencing 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.

Falcon Primary School's canteen/food service committee

Falcon 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. The canteen committee will follow the terms of reference as agreed by the parent body or school/school board.

Menu planning (see Appendix 2)

Falcon Primary School canteen/food service menu will:

- include a minimum of 80% GREEN menu choices¹
- include a maximum of 20% AMBER menu choices²
- not include food and drinks categorised as RED as they do not meet specified minimum nutrient criteria³
- limit savoury commercial AMBER products to no more than twice per week.⁴

Healthy eating at *Falcon 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.

Whole School approach

Our school is well placed to support healthy eating as it provides the opportunity for regular access to a 'captive audience' and has a vital role to play in helping to reduce the worldwide epidemic of obesity. Canteen/food service staff, parent and school staff (teaching and non-teaching) can be positive role models and champions to endorse health promotion in schools.

Falcon Primary School and the canteen/food service will work together with the school to support healthy eating by adopting a whole school approach. Consistent messages are promoted through the curriculum, social and physical environments.

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

- school breakfast program
- healthy catering at meetings and events
- daily fitness programs
- communication on healthy eating and/or other health promoting messages e.g. whole of school community newsletter; internal staff communications; schools noticeboards and classroom announcements
- fundraising initiatives which promote healthy eating and/or physical activity such as lapathons and sandathons
- whole school staff (teaching and non-teaching) health and wellbeing initiatives e.g. professional development workshops and training about food, nutrition and broader health messages
- other school based health promotion programs, such as Crunch & Sip, school kitchen gardens and Jump Rope for Heart.

Food Safety and Hygiene

Falcon Primary School will comply with the Food Act 2008 (WA) and the Food Regulations 2009, including:

- Our canteen/foodservice will apply for registration with the local council as a food business (a fee could be applied)

¹ GREEN menu choices must make up a minimum of 60%. Source: Department of Education's *Healthy Food and Drink* policy

² AMBER menu choices must not exceed 40%. Source: Department of Education's *Healthy Food and Drink* policy

³ Source: Department of Education's *Healthy Food and Drink* policy

⁴ Source: Department of Education's *Healthy Food and Drink* policy

- Our school will notify the local council prior to conducting a charitable or community event involving food (i.e. a cake stall or sausage sizzle)
- Information on these requirements will be sought from the local council prior to any school function, i.e. cake stall or sausage sizzle, where food will be provided.

It is a requirement that all canteen/food service staff at *Falcon Primary School* must:

- comply with the HFD policy and complete FoodSafe® Food Handler Training program or its equivalent. The training must be completed in a timely manner, preferably prior to commencement
- wear hats, hairnets and aprons which will be provided by the canteen/food service
- not sell (or provide) foods made at home or brought in by parents/students from a commercial supplier through the canteen/food service
- prepare, cook, transport and serve food in such a way as to retain nutrients and to minimise bacterial contamination and growth.

Occupational Health and Safety

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

- 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
- Children (e.g. children of volunteers) are not permitted in the canteen during normal canteen opening hours.

Allergy and Anaphylaxis management

Everyone working in the canteen/food service (paid and volunteer staff) needs to be aware of the risks food allergies pose. It is important to:

- know how to identify and manage food allergens
- know what is in your food so that you can provide accurate information about foods a customer is allergic to
- know how to respond to enquiries from customers with food allergies.

ASCIA Action Plans will be displayed in the canteen at *Falcon Primary School* in clear view of staff working in the canteen only (not customers).

Canteen/foodservice staff at *Falcon Primary School* will be encouraged to complete *All about Allergens* online training available free at <https://foodallergytraining.org.au/>

Canteen Management issues

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/foodservice supervisor shall have a written job description agreed to by the Canteen Committee and/or parent body and canteen supervisor
- The canteen/food service supervisor shall be appointed by, and if necessary, dismissed by the Executive of the parent body in consultation with the Canteen Committee and the *Falcon Primary School* Principal.

2. Skills and knowledge

- *Falcon Primary School* recognises that compliance with the Department of Education's HFD policy requires the canteen/food service supervisor and/or employer (e.g. parent body representative) to undertake 'traffic light' training conducted by the Western Australian School Canteen Association Inc. (WASCA)
- The canteen/foodservice staff and/or employer at *Falcon Primary School* will undertake 'traffic light' training in a timely manner
- Canteen/food service staff and other school stakeholders at *Falcon Primary School* will be encouraged to participate in additional professional development and training. For example, canteen network meetings and financial management training provided by WASCA.

3. Pricing policy/profits

- The primary objective of *Falcon Primary School* 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 *Falcon Primary School* 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.

Distribution of the policy

A current copy of the Department of Education's HFD policy and *Falcon Primary School* Healthy Food and Drink policy will be on permanent display in canteen/food service.

A copy of the current *Falcon Primary School* Healthy Food and Drink policy (signed and dated) will be provided to all canteen/food service committee members at the first committee meeting

following the parent body Annual General Meeting and/or school board meeting. This policy shall not be added to, or amended, except at the Annual General Meeting of the parent body, or a special meeting thereof (called for that purpose); and then only with the approval of the majority of those present and entitled to vote

Renewal of the policy

Canteen/food service committee of *Falcon Primary School* will review this policy annually and suggested amendments forwarded to the parent body/school board and Principal.

Endorsement

We the undersigned hereby certify that this policy was adopted at the Annual General Meeting of the parent body (or school board) held on:

_____ the _____ day of _____ 20 _____

President (Parent body):

Chairperson Canteen Committee

Principal

Appendix 1



Healthy food and drink compliance

The Department of Education's *Healthy Food and Drink* policy promotes healthy eating in schools. The policy is mandatory for all public schools (including Independent Public Schools).

det.wa.edu.au/healthyfoodanddrink

1. Develop a written healthy food and drink policy

waschoolcanteens.org.au/samplepolicy/



2. Promote healthy eating to the school community

School newsletter, website, breakfast program, healthy catering at events and meetings
waschoolcanteens.org.au/menus/ecanteens/

3. Complete traffic light training - online or face-to-face

waschoolcanteens.org.au/trainings/training-schedule/



4. Complete FoodSafe® Food Handler Training Program (or equivalent)

eh.org.au/resources/foodsafef

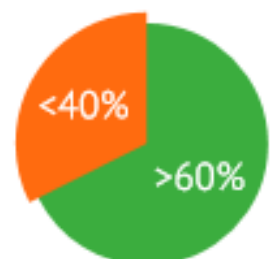
5. Canteen menu

Green - fill the menu **Amber - select carefully** **Red - off the menu**



Green = always available

Snacks and drinks = restrict
Savoury commercial items = 2 days/week



The Western Australian School Canteen Association Inc. provide advice, training and resources to support canteens to operate healthy and viable food businesses. Access the Star Choice™ Buyer's Guide for **green** and **amber** products: waschoolcanteens.org.au/star-choice-program/product-database/

Healthy Food and Drink Project is funded by the Department of Health

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What's on the menu in WA school canteens?



GREEN - FILL THE MENU Minimum 60% Encourage and promote EVERYDAY choices	AMBER - SELECT CAREFULLY Maximum 40% Do not let these foods dominate the menu and choose small serves	RED – OFF THE MENU NOT AVAILABLE
<ul style="list-style-type: none"> • Cereal foods – wholegrain cereals, pasta, noodles, rice, cous cous, quinoa • A variety of bread types including wholegrain/ wholemeal • Vegetables and legumes e.g. stuffed potatoes, corn-on-cob, baked beans, 4 bean mix, garden salads, potato salad, coleslaw (using reduced fat dressings) • Fruit, fresh and frozen, whole, fruit salad, sliced fruit • Fruit canned in natural juice • A variety of sandwich/roll fillings, preferably served with salad e.g. <ul style="list-style-type: none"> - egg - reduced fat cheese - tuna, canned in spring water or brine - lean meats i.e. roast beef - yeast spreads - hummus • Lean meats, fish, poultry • Meals[#], especially those with vegetables e.g. pasta bake, curry and rice, frittata, soup, sushi, rice paper rolls • Reduced fat dairy products including: <ul style="list-style-type: none"> - plain milk - flavoured milk (375mL or less) - cheese - plain and flavoured yoghurt • Plain water • Plain mineral water 	<ul style="list-style-type: none"> • Savoury breads such as garlic, herb and pizza bases • Reduced fat pastry items[#] • Frankfurts and sausages for hot dogs and/or sausage sizzles[#] • Savoury commercial products, e.g. fish, chicken, potato portions, pizza[#] • Hamburger patties[#] • Processed meat e.g. ham, skin-free processed chicken • Assorted cakes/biscuits or muffins[#] • Sweet and savoury snack foods[#] • Plain dried fruit • Ice creams and icy poles[#] • Reduced fat flavoured milk (more than 375mL & less than 600mL) • High schools only: reduced fat coffee flavoured milk (375mL or less) • Full fat dairy products e.g. plain milk, yoghurt, cheese • Full fat flavoured milk (375mL or less) • 99% fruit juices (250mL or less) and no added sugar • Dairy desserts[#] e.g. reduced fat custard, ice cream and mousse (milk/milk alternative listed as first ingredient) <p><i>NOTE: Reduced fat dairy recommended for children over the age of 2 years</i></p>	<ul style="list-style-type: none"> • Full-fat pastry items • Deep fried food of any description • Sweet sandwich fillings including jam, nut spreads, honey or confectionery sprinkles • High fat sandwich meats including polony and salami • Confectionery (e.g. chocolate, liquorice, cough lollies, and fruit juice based jellies) • Sweet or savoury snack items that do not meet the criteria e.g. potato chips • Soft drinks, cordial, sports drinks • Reduced fat flavoured milk (more than 600mL) • Reduced fat coffee flavoured milk drink (more than 375mL) • Full fat coffee flavoured milks all sizes • Full fat flavoured milk (more than 375mL) • High caffeine drinks (e.g. drinks containing Guarana) • Chocolate coated and premium style ice-creams • Desserts: jelly; fruit with jelly; dairy desserts high in energy • Croissants, doughnuts, cream filled or iced buns/cakes, sweet pastries, slices • Fruit juice (more than 250mL) and/or with added sugar or sweetener • Water flavoured with fruit juice, sugar and/or sweetener

[#] Must meet FOCiS/Star Choice™ nutrient criteria

