



BUNBURY CATHOLIC COLLEGE

CANTEEN GUIDELINES

Originally released: 2006

Reviewed: 2018

Due for review: 2020

AIM OF THE CANTEEN

The aim of the Bunbury Catholic College Canteen Guidelines (*'Guidelines'*) is to provide a service to the school community, provide nutritional food for students at a reasonable cost, promote healthy eating habits; and outline the Canteen Managers role in applying these Guidelines.

NUTRITION

The aim of the Canteen and Canteen staff will be to serve as many foods as possible from the recommended food list.

- **Types of food to be sold in the canteen:**
Fruit and vegetables daily;
Choice of breads daily, with an emphasis on wholemeal.
- **Types of food to be limited:**
Pastry items; (one day a week - pastries to be excluded)
Potato chips;
Ice creams;
Confectionery.
- **Types of food not to be sold:**
Cool drinks - coke etc;
High fat, high salt noodle products.

MENU PLANNING

- The canteen menu will reflect the aims of the canteen.
- The menu will have a seasonal change, summer and winter.
- The canteen manager, in discussion with canteen staff, will make appropriate changes to the menu.
- The canteen manager will determine the pricing of food items.
- The canteen manager will be responsible for price setting including the appropriate mark up to maintain the viability of the canteen.
- Fresh fruit will be subsidised to encourage sales.
- The price of unhealthy items will be increased to discourage sales.
- The canteen will promote daily specials through posters and the Daily Bulletin.

FOOD HYGIENE

The canteen will complete the Foodsafe program and adhere to the published standards.

OCCUPATIONAL HEALTH AND SAFETY

The canteen will comply with the Occupational Safety and Health Regulations (1996).

CANTEEN MANAGEMENT ISSUES

- Employment of the canteen manager and assistants will be the responsibility of the College Principal.
- The canteen manager will train assistant staff and volunteers.
- All volunteers will receive complementary lunch and refreshments.
- The Bursar will manage canteen finances.
- The percentage of profit and its distribution will be the responsibility of the Bursar and will be reviewed annually.
- The update and purchasing of canteen equipment will be overseen by the canteen manager and the Bursar. Purchases under \$200 is the sole responsibility of the Canteen Manager. All major capital requests must go through the School Board.

GUIDELINE MANAGEMENT

- A full copy of the 'Healthy Food and Drink Choices Policy' and 'Bunbury Catholic College Canteen Guidelines' will be available on request.
- A review of the Guidelines will take place in conjunction with the review of the 'Healthy Food and Drink Choices Policy' every 2 years.
- Any additions or amendments to the Guidelines cannot be made without prior review with the Principal.

THESE SHOULD BE READ IN CONJUNCTION WITH THE 'HEALTHY FOOD AND DRINK CHOICES POLICY'