

# CANTEEN POLICY

## Help for non-English speakers



If you need help to understand the information in this policy please contact  
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## RATIONALE

The provision of an efficient and effective canteen at the school provides opportunities to reinforce healthy eating practices and provides a service for parents wishing to purchase lunches for their children.

## PURPOSE

- To provide children at the school with the opportunity to purchase nutritious, reasonably priced lunch meals and other foods
- To assist the school in educating children and families about good nutrition
- To be self-funding and if possible make a modest profit, sufficient to maintain and improve existing canteen facilities and to provide funds for the benefit of the school.

## BROAD GUIDELINES

The Current Food Act requires all premises that sell, prepare, package, store, handle, serve or supply any food for sale be registered as a food premises by the local Council. This includes the school canteen.

At Mill Park Heights Primary School:

- School Council will approve tenders from individuals, groups and businesses to provide a daily lunch order service from the school's existing canteen. As the canteen services will be outsourced to a profit making entity, the entity must register and account for the GST. Tenders will be a maximum of 2 years duration and are conditional upon compliance with the following criteria:
- a canteen coordinator will be appointed and identified by the successful tenderer. The coordinator will be responsible for all aspects of the canteen operation, will be competent in Food Safety and will be on duty at all times when the canteen is preparing and serving food
- the canteen coordinator will ensure that all health regulations and food preparation requirements are complied with, in particular the 'Food Safety Program for School Canteens' and 'A Checklist for School Canteen Coordinators' contained within the Guidelines for 'Personal Hygiene and Food Safety in Schools' document must be complied with
- the Canteen coordinator will ensure that all foods served at the canteen comply with the school council's approved healthy foods list
- the successful tenderer will be responsible for all costs associated with the operation of the canteen
- the successful tenderer will pay an agreed annual commission to the School Council as set out in the licence agreement
- School Council will approve requests for maintenance and replacement of equipment
- all other matters to be agreed between the school principal and the successful tenderer.

## EVALUATION

This policy will be reviewed regularly. This will involve taking into account teachers, students and parent feedback.

Consultation & Review	22/5/2023
Approved by School Council	22/5/2023
Next scheduled review date	22/5/2025