

CANTEEN POLICY

RATIONALE

Kingswood is committed to delivering the best education, innovative practices and student experience that builds the foundation for a successful life for each student. The provision of an efficient and effective canteen at the school provides opportunities to reinforce healthy eating practices for students and provides a service for parents wishing to purchase lunches for their children.

AIMS

To provide an effective canteen service which provides healthy food in a manner that complies with all health regulations and requirements, and is economically viable.

IMPLEMENTATION

- Kingswood uses an online ordering system for all school lunch orders.
- The *Food Act 1984* 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.
- A canteen manager will be employed by School Council. The canteen manager 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 manager will ensure that all health regulations and food preparation requirements are compliant with all relevant Government and Local Government Guidelines.
- Parent volunteers will be organised by canteen manager who will ensure that volunteers fully understand and adhere to Food Safety procedures.
- Canteen pricing will be reviewed on an ongoing basis to ensure financial sustainability.
- Business Manager to provide regular financial reports to School Council.

Related Policies

<http://www.education.vic.gov.au/school/principals/management/Pages/canteenpolicy.aspx>

EVALUATION

This policy will be reviewed as part of the school's three-year review cycle.

Review

Version	Edited By / Comments	Next Review
June 2015	Finance Sub-Committee	June 2018

May 2018	Finance Sub-committee	May 2021
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