

# Canteen Award

## APPLICATION BOOKLET 2012

**PURPOSE:** A program to recognise best practice in the provision and promotion of healthy food and drinks by Central Coast Primary Schools conducted by Central Coast Local Health District.

There is one level of award to achieve and to achieve this all sections are compulsory and all criteria must be met satisfactorily.

The period over which the award is judged is from Term 4 2011 until the completion of Term 3 2012. The award is valid for 2012.

Please complete all 3 parts and return application form and supporting documentation to:

Justine Gowland-Ella/Lesley Marshall  
 c/- Health Promotion Unit  
 NSCCAHS PO Box 361  
 Gosford 2250



**Applications due by Week 4, Term 3 2012**

### PART 1

School Name .....

Name of Canteen Manager .....

School Address .....

.....

Email Address (if available) .....

Canteen Phone Number or Mobile .....

Name of Principal .....

Recess Break ..... Lunch Break .....

Days & Time that the Canteen Manager is in the canteen (*please insert times*)

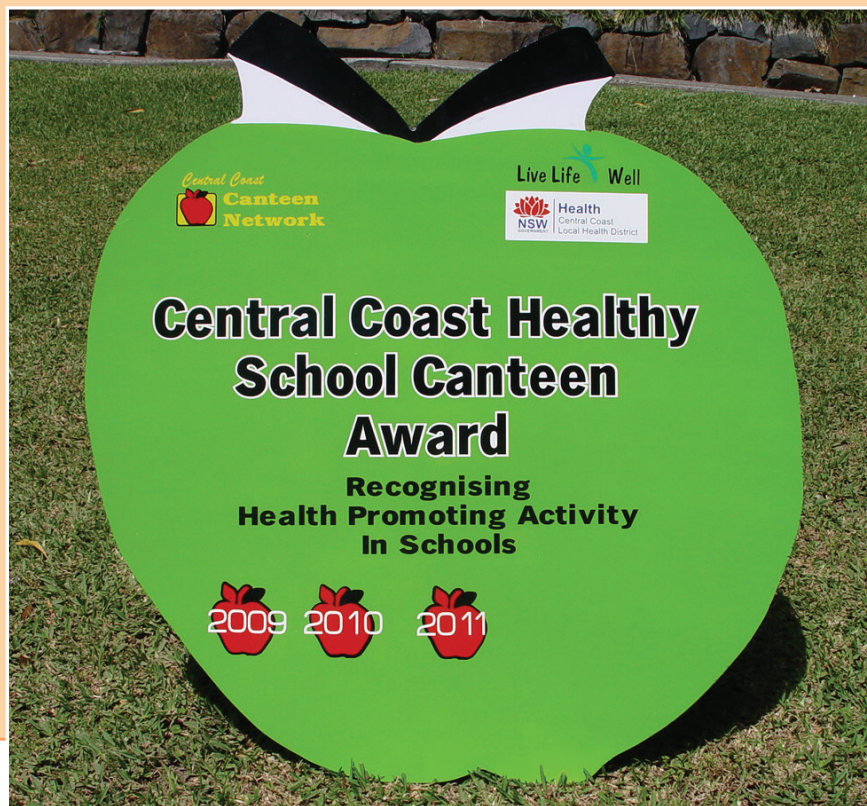
Monday	Tuesday	Wednesday	Thursday	Friday

# Central Coast

## SCHOOL CANTEEN AWARD

### Schools that achieve the award in 2012 receive;

- A large 80cm x 80cm vibrant green apple sign which indicates the year of achievement. Additional stickers are applied to the sign each year it is awarded. The sign has been designed for display at the front of the school where it is visible to the community.
- A framed certificate that may be displayed in the canteen or front office.



# PART 2

## Sections of the Award Application

### Section A

#### Canteen Menu

i) Does your canteen comply with the *Fresh tastes @ school* NSW Healthy School Canteen Strategy ie no red food or drinks sold to students or staff?  Yes

ii) Please submit a copy of your most current summer & winter menu. Are there any other items not listed on the menus? If so please provide details. On these menus please indicate the brands of packaged foods ie.

Lasagne \$2.50 (Allied Chef)  
Chicken Burger \$3.00 (Inghams)



iii) Using a **green** highlighter pen, highlight at least two green foods on your menu from each of the following categories;

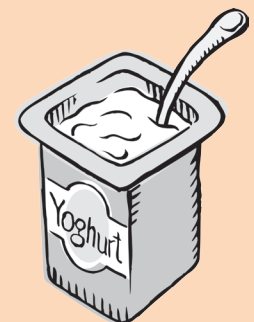
- Drinks eg water, low fat milks
- Recess eg fruit, low fat yoghurt
- Hot Foods eg hamburger with salad, corn on cob, toasted cheese & tomato sandwich
- Cold Foods eg salad box, chicken & salad wrap

iv) Demonstrate how you have "Greened up" an AMBER item that is now on your menu.

**NOTE** – must start with an AMBER item – RED items can't be greened. This 'greened up' item will now be a GREENED AMBER item.

#### *Ideas to "Green Up" your menu and promotions*

- Add fruit or vegetables (add pineapple to cheese melts, grated carrot into pasta sauce, offer fruit in meal deals)
- Add legumes (beans, peas, lentils may be added to soups, bolognese sauce)
- Use bread, cereal or grain that is wholemeal, multigrain or high fibre (1/2 wholemeal flour in pikelets or muffins)
- Use reduced fat dairy products (only order reduced fat cheese and milk for your cooking)
- If sauces or spreads are used ensure they are used sparingly and are low fat/salt (low salt tomato/pasta sauce or reduced fat mayonnaise)



Yes we have "greened up" an item

Name of item.....

Changes made .....

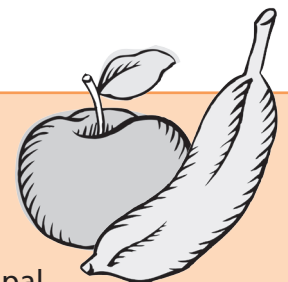
### Section B

#### Canteen Policy

i) Does your canteen have a current canteen policy based on the *Fresh tastes @ school* strategy?  Yes

ii) Please provide a copy of your Canteen Policy, signed & dated by the Principal

iii) Using a highlighter pen, identify the section in your policy which states the guidelines used to select food and drink for your menu.



## Section C

### Healthy Food Promotions

- i) Does your canteen conduct a healthy food promotion or meal deal based on *green* foods and/or *greened amber* items at least once per term?  Yes

#### *Points to consider*

- All green **lunch** promotions need to include a serve of salad or vegetable.
- If amber products are to be used they need to be 'greened up' eg. chicken tenders in a wrap with lettuce, carrot and cucumber or meat pattie in a burger bun with lettuce, tomato and beetroot.
- Base *green* **snack** promotions on wholemeal/wholegrain bread and cereals, reduced fat dairy, fruit or vegetables.
- *Green* **drinks** include; water and reduced fat milk.
- These promotions should not contain any red foods.
- Green foods and greened amber foods only.

- ii) Please list the names of at least **3** healthy promotions from different terms

Term 4 2011 .....

Term 1 2012 .....

Term 2 2012 .....

Term 3 2012 .....

- iii) Please provide documentation i.e. promotional fliers, school newsletter snippets for each of the above



## Section D

### Food Safety & Hygiene

- i) Does your canteen display a safe food handling guidelines poster e.g. personal hygiene, in particular hand washing?  Yes
- ii) Are all volunteers made aware of food safety and hygiene practices?  Yes

Briefly explain how you make your volunteers aware of these practices

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- iii) Does your canteen practice daily temperature control and monitoring of both hot and cold foods with a probe thermometer?  Yes
- iv) Does your canteen keep daily records of these temperatures?  Yes

These Food Safety and Hygiene Practices will be considered at the 'Spot check' visit.

# FURTHER INFORMATION

Section **A** **Canteen Menu**  
Fresh tastes @ school Strategy  
[www.healthy-kids.com.au](http://www.healthy-kids.com.au)

Section **B** **Canteen Policy**  
Healthy Kids Association  
for sample policy  
[www.healthy-kids.com.au](http://www.healthy-kids.com.au)  
Ph 02 9876 1300

Section **C** **Healthy Food Promotions**  
Central Coast Primary School Great Ideas Booklet 2011  
available from the Health Promotion Unit, [www.healthpromotion.com.au](http://www.healthpromotion.com.au)  
Ph 02 4349 4800

Section **D** **Healthy Kids Association**  
for food safety posters and information  
[www.healthy-kids.com.au](http://www.healthy-kids.com.au)  
Ph 02 9876 1300

**Food Standards Australia New Zealand**  
[www.foodstandards.gov.au](http://www.foodstandards.gov.au)

**NSW Food Authority**  
[www.foodauthority.nsw.gov.au](http://www.foodauthority.nsw.gov.au)  
Ph 1300 552 406

**Central Coast Local Health District**  
Health Promotion Unit  
[jgowland@nscchahs.health.nsw.gov.au](mailto:jgowland@nscchahs.health.nsw.gov.au)  
Ph 4349 4815

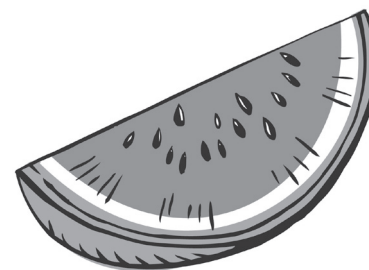
Nutrition Department  
[imarshall@nscchahs.health.nsw.gov.au](mailto:imarshall@nscchahs.health.nsw.gov.au)  
Ph 4320 2057

[www.healthpromotion.com.au](http://www.healthpromotion.com.au)



# PART 3

## Your Application Checklist



Use the following checklist to ensure you have completed all sections and met all criteria of the award.

Section					Comments
<b>A</b> Canteen Menu	<input type="checkbox"/> No red foods or drinks sold to students and staff	<input type="checkbox"/> Summer & <input type="checkbox"/> Winter menus (with food brands) provided	<input type="checkbox"/> Details of other food sold provided	<input type="checkbox"/> Green foods in each category	<input type="checkbox"/> Greened up item/s
	<b>B</b> Canteen Policy	<input type="checkbox"/> Current policy based on <i>Fresh Tastes @ School Strategy</i>	<input type="checkbox"/> Copy of current policy signed & dated by Principal	<input type="checkbox"/> Food and drink selection guideline highlighted	
<b>C</b> Healthy Food Promotions	<input type="checkbox"/> At least 3 green food promotions conducted	<input type="checkbox"/> Copies of 3 promotions provided from either term 4, 2011 or terms 1, 2 & 3, 2012	<input type="checkbox"/> Term 4, 2011 <input type="checkbox"/> Term 1, 2012 <input type="checkbox"/> Term 2, 2012 <input type="checkbox"/> Term 3, 2012		
	<b>D</b> Food Safety & Hygiene	<input type="checkbox"/> Display Safe food handling poster(s)	<input type="checkbox"/> Volunteers aware of food safety and hygiene	<input type="checkbox"/> Temperature control practiced with a probe thermometer <input type="checkbox"/> Daily temperature checks recorded	

### Declaration:

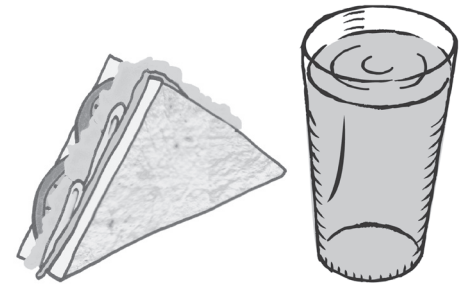
I declare that the information provided in this application is true and accurate. Materials supplied may be used by CCLHD for idea sharing and promotional purposes i.e. Primary School Canteen Great Ideas Book.

I understand that our school can receive a 'spot check' visit by CCLHD staff to ensure the integrity of the awards

Principal's signature..... Date .....

Canteen Manager/Leasee's signature ..... Date .....

# Adjudicators Spot Check Form



School.....

Canteen Supervisor .....

Spot Check date ..... Time.....

Section	Comments
<b>Canteen Menu</b>	Red foods or drinks  Questions about menu/brands
<b>Canteen Policy</b>	
<b>Healthy Food Promotions</b>	
<b>Food Safety &amp; Hygiene</b>	Poster/s on display?  Probe thermometer used?  Recording of temperatures?

Award Achieved       YES       NO

Adjudicator.....

**Central Coast Local Health District  
congratulates the following Primary Schools for  
achieving the Central Coast Healthy School  
Canteen Award in 2011**

