

**NOTES FROM THE ACT COUNCIL OF P&C ASSOCIATIONS
SCHOOL CANTEEN WORKING GROUP & STAKEHOLDERS MEETING OF 26 June 2014**
(Attended by 37 people)



ACT Council of
Parents & Citizens
Associations

The parent voice on public education

SCHOOL CANTEEN ENVIRONMENTS

In High Schools and Colleges the canteen's environment needs to be made appealing to students. Good lighting, an inviting and attractive space with tables, chairs and lounges in a café style presentation will attract students. A change of name from "canteen" to Café or other name should be made and attractive, eye catching signage used for the area and menu/price list. A blackboard style specials menu should be included. The idea is to make the place look and feel like a café on the campus, thus eliminating the desire of the students to seek such an environment off campus.

SCHOOL'S NETWORK ACCESS FOR P&Cs, CANTEENS

ETD has confirmed again that P&Cs and canteens can have access to the school's internet network. In order for the school P&C/canteen to gain access to the Internet, the school's Principal, Deputy Principal, Business Manager or ICT Coordinator needs to be contacted to gain school authorisation. Once the school has authorised access, they will request that an Acceptable Use of ICT Resources form is completed and submitted. The school will be able to locate the document on the ETD Intranet site and forward it to the person requesting access. If you still have problems contact Anita Cairnduff (Monday to Thursday) Phone: 6205 5489 Email: anita.cairnduff@act.gov.au Information and Knowledge Service, Education and Training Directorate.

BUSINESS MODELS FOR SCHOOL CANTEENS

The continuity of P&C committee members can create problems where experienced members must step down after specified time periods. If there are no good volunteers to step into those positions, P&Cs and canteens can face management difficulties. Modules for canteen management would be useful. The ACT P&C Council has paid for all affiliated P&C canteens to be members of the Healthy Kids Association for this year and the Healthy Kids Association is able to provide member canteens with a business model. They can also conduct business diagnostics analysis of member canteens, just contact Jo Gardner at: Jo@healthy-kids.com.au Canberra High School is being assessed shortly and have agreed to share their experience.

CANTEENS AND JOB EXPERIENCE FOR HOSPITALITY STUDENTS

Some schools have or are introducing hospitality courses for students and the canteen can offer the opportunity for such students to gain some work experience. It can also provide parents who are time dependent on the children's schooling with a social outlet during school hours.

COLLEGE STUDENTS MAY BE CONSIDERED AS ADULTS FOR FOOD SERVICE CRITERIA

Given the age of College students it may be possible for them to be considered as young adults in relation to food service criteria. This could alleviate some of the problems college canteens are having in their menu offerings and product sales to students. This needs to be followed up with the ACT government.

ACTION: Council

STUDENTS LEAVING CAMPUS

ACT schools have a duty of care for all their students. ETD and school policies dictated when, why and how students may leave the school premises. Some Year 10 students and all College students are allowed to move freely to and from the school campus. It is most unlikely that there would be any changes to such policies to prevent students from accessing off campus food outlets.

PERSONAL CONTACT BEST FOR RECRUITING CANTEEN VOLUNTEERS AND SHORT SHIFTS

Personal approaches to parents and particularly new school parents are the best method of recruiting volunteers for the P&C and canteen. Use all opportunities where parents are at the school to approach them. Try using parents of a particular class as volunteers for a certain shift thus helping them get to know each other and turning their shift into a social event.

USE THE P&C COUNCIL SCHOOL CANTEENS WORKING GROUP

This group meets occasionally or as required. It can be used as an opportunity to network & discuss problems facing canteens, suggest or share solutions and raise any canteen/P&C related issues. It can seek assistance from the P&C Council to resolve issues, approach ETD for advice/information and the Minister for support. We will program at least two meetings each year and will add additional meetings as required. **ACTION: Council**

CANTEEN GOVERNANCE AND BUSINESS MANAGEMENT WORKSHOPS

The Healthy Kids Association can conduct these workshops in Canberra for member P&C canteens. Details will be provided direct to P&C canteens and via the P&C Council.

SUPPORT ORGANISATIONS AND ADVICE

The organisations present at the meeting all offered their support to school canteens. They are all listed on the ACT School Canteen Contact List distributed at the meeting and attached.

EDUCATION AND PROMOTION IN SENIOR SCHOOLS/COLLEGES

The ACT Health Directorate and ETD should develop a promotion campaign for senior school/colleges to educate older students about the benefits of healthy food and drinks. This could build on the successful primary school programs.

OTHER IDEAS FOR CANTEENS

Invite busy parents who cannot volunteer for canteen work to donate non-perishable food items and other useful items to the canteen – “a pantry drive”.

Talk to the school Principal about using the digital information boards and signs in the school to advertise canteen messages/menus/specials etc.

RECOMMENDATIONS FOR THE ACT COUNCIL OF P&CS

1. In our next ACT Government budget submission seek at least \$1 million for the redevelopment of College and High School canteens to café standard and a promotional campaign on healthy choices in senior schools/colleges.
2. With the Healthy Kids Association develop modules, templates for canteen management.
3. Seek approval from the ACT government for College students to be classed as adults in terms of the Food service guidelines and Healthy Food in schools policies.
4. P&C Council School Canteens Working Group - conduct at least two meetings each year and add additional meetings as required.
5. In conjunction with the Healthy Kids Association conduct canteen management and business workshops in Canberra.
6. Promote the Healthy Kids business diagnostics analysis for school canteens to identify issues with their operations/management and viability.

ATTACHMENT:

ACT School Canteen Contact List

ACT Council of Parents & Citizens Associations

Phone (02) 6241 5759 Fax (02) 6241 8839 Website www.actparents.org.au

ATTACHMENT 1

ACT SCHOOL CANTEEN HELP CONTACT LIST

ACT Council of P&C Associations – providing information, advice, policy and support to P&Cs with canteens and facilitating the P&Cs Canteens Working Group. Contact: Mr Terry Sanders Phone: 6241 5759 email: tsanders@actparents.org.au

ACT Health Directorate – Fresh Tastes: Healthy Food at School. A program for ACT primary schools to make healthy food and drinks a part of everyday life at school. Contact: Ms Naomi Lee Phone: 6205 1452 email: freshtastes@act.gov.au

Education & Training Directorate – providing guidelines and directorate policy on canteen operations in schools. Contact: Ms Leanne Wright Phone: 6205 9205 email: Leanne.Wright@act.gov.au

Flexischools online ordering system and Point of Sale facility – providing installation, training and ongoing maintenance of the Flexischools system for canteens and schools. Contact: Mr Rob Milliken Phone: 1300725957 email: rob.milliken@scotneygroup.com.au

Healthy Kids Australia – providing management advice and support to school canteens and canteen managers for member P&Cs. Contact: Ms Jo Gardner Phone: 02 98761300 email: info@healthy-kids.com.au

NSWBuy – discounted products & services via the eCatalogue. Contact: NSWBuy Phone: 1800679289 email: nswbuy@finance.nsw.gov.au

Nutrition Australia ACT – providing canteen menu assessments, canteen staff training (Food Supervisor certificate) and advice on healthy choices. Contact: Ms Lyn Brown Phone: 6162 2583 email: lbrown@nutritionaustralia.org