

APPENDIX B



POLICY NAME:	CAFETERIA SERVICES AND FOOD AND BEVERAGE SOLD IN SCHOOLS
POLICY SECTION:	FINANCE
DATE APPROVED:	October 8, 2019
DATE OF NEXT REVIEW:	2030
DATES OF AMENDMENTS:	October 2019; January 2015; December 1987; September 1981; May 1967; March 1966; May 2025
RESPONSIBLE DEPARTMENT:	Finance

Policy:

Food and beverages are permitted to be sold to pupils in Toronto Catholic District School Board schools and should promote and sustain a healthy school environment. This policy identifies the nutritional standards for food and beverages sold in all schools of the TCDSB.

The policy is in alignment with the TCDSB's Multi-Year Strategic Plan (MYSP) and reflects Catholic values rooted in the love of Christ.

Scope and Responsibility:

This policy applies to all schools of the TCDSB. The Director of Education is responsible for this policy. The Principal shall be responsible for the day-to-day administration of the cafeteria operation.

The TCDSB Physical Education and Health Department will support the servicing and distribution of educational materials for both staff and students to support implementation of this policy.

Regulations:

1. All food and beverages sold in all venues (for example, cafeterias, vending machines, tuck shops), through all programs and at all events are subject to the scope of this policy.
2. Nutritionally sound and varied food services at affordable prices will be provided in the secondary schools in existing facilities.

3. All food and beverages sold on school premises for school purposes must comply with the Ontario Nutritional Standards found in the appendix to Program Policy Memorandum 150, and any other local, provincial and federal government regulations.
4. Schools of the TCDSB are encouraged to:
 - a) choose Ontario food and beverages first (e.g., offer Ontario grown and/or produced food and beverages when available and practical),
 - b) be environmentally aware (e.g., reduce food waste, reuse containers, recycle food scraps),
 - c) avoid offering food and beverages as a reward or incentive for good behavior, achievement or participation,
 - d) ensure that drinking water is freely available and accessible throughout the school day, and
 - e) ensure that all foods sold in a TCDSB school are reasonably priced.
 - f) choose products from industries which do not mis-treat animals and respect the bounty of God's creation.
 - g) to limit the selling of genetically modified foods, where possible.
 - h) to purchase fair trade products where possible.
5. That schools should not distribute or sell bottled water in alignment with our bottle water free zone vision for the Board.
6. All TCDSB schools will request that service providers provide only fair trade coffee. Upon the expiry of the existing service provider contracts, the TCDSB will include this requirement in future contracts with food and beverage service providers.
7. All TCDSB schools will request that service providers provide only meatless food on Fridays. Upon the expiry of the existing service provider contracts, the TCDSB will include this requirement in future contracts with food and beverage service providers.
8. All TCDSB schools will ensure that the use of single use plastic items are discontinued to the greatest extent possible, i.e. straws, cups, etc.
9. The school principal may designate up to 10 days (or fewer) as "special event days." On such days, the school would be exempt from the nutritional standards. School principals must consult with the school council, and are encouraged to consult with students, prior to designating special-event days.

10. TCDSB Prevalent Medical Conditions Policy must be enforced in the application of this policy.
11. Schools are highly encouraged to implement student nutrition programs (healthy breakfast/ snack programs) to ensure all students are ready to learn.
12. School staff will also work with parents and guardians, encouraging and educating them regarding healthy, nutritious eating. Schools can assist through school communication tools and through modelling.
13. Every effort will be made to promote strategies to involve students, families, parish and the community in healthy eating education, and in endorsing and sustaining a healthy school nutrition and well-being environment, consistent with TCDSB strategic priorities.
14. Curriculum-linked learning and assessment related to healthy active living will be infused into the classroom to help reinforce and support the healthy eating messages in the policy and promote changes to a school environment that support the selection of nutritional foods.

Cafeteria Services at Secondary Schools:

15. The principal shall have the option of providing the cafeteria service by use of a caterer/vending machine operator which has been selected through the tendering process or alternatively as provided by a detailed plan for cafeteria services which has been approved by the Director and or designate.
16. When the cafeteria services are tendered, it will be in accordance with the Board's purchasing policy.
17. If professional kitchen facilities are not available, the principal shall arrange for an appropriate lunchroom service without the use of a caterer/vending machine operator after submitting a detailed plan and obtaining the approval of the Director and or designate (for secondary schools only).
18. When the cafeteria services are tendered, provision will be made in the agreement for the following:
 - a) annual renewal with a reasonable time limit,
 - b) use of the facilities for student program purposes,
 - c) catering for other school and school related functions,
 - d) staff suitable for working with secondary school students, and

- e) the setting of prices.
19. Each contract with a caterer/vending machine operator may provide for a commission of gross sales. Commissions from gross cafeteria sales will be retained in a new central account for system-wide cafeteria infrastructure renewal and replacement.
20. The operation of the cafeteria food services when tendered shall be at the risk of the caterer/ vending machine operator and the Board shall be indemnified against any loss by an appropriate insurance contract.
21. Where possible, vendors should consider culturally diverse cuisines when developing menus.
22. Should there be suggestions or feedback for a selected vendor, students and parents/guardians are encouraged to share with the principal who can relay this information to the vendor and/or procurement staff.

Cross References:

Ministry of Education Policy/Program Memorandum

- Ministry of Education Nutritional Standards for Ontario Schools
- Ministry of Education School Food and Beverage Policy Resource Guide
- Ministry of Education Quick Reference Guide
- Ministry of Education Online learning Modules
- Policy Program Memorandum 150: School Food and Beverage Policy
- Policy Program Memorandum 161- Supporting Children and Students with Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, and/or Epilepsy) in Schools.

Legislation

- Education Act Part XIII.1 Nutritional Standards
- Ontario Regulation 200/08 “Trans Fat Standards”
- Sabrina’s Law, An Act to Protect Anaphylactic Pupils, 2005

TCDSB Policy/Procedure

- Fund Raising in Schools
- Prevalent Medical Conditions

Other

- Single-use Plastics Prohibition Regulations

Evaluation and Metrics:

1. Central staff will review the results of the school climate surveys administered to ascertain student perceptions regarding matters of their well-being.
2. The policy will be reviewed every five years.