



GREAT CHOICE

Healthy School Canteens

NSW Healthy School Canteen Strategy

READY, SET, CHOOSE

YOUR ACTION LIST



INTRODUCTION

The NSW Healthy School Canteen Strategy aims to support student health and wellbeing by increasing the availability of healthy food and drinks in school canteens, to help make the healthy choice the easy choice for students.

The Strategy is an initiative of the NSW Department of Education in collaboration with the NSW Ministry of Health, Catholic Schools NSW, and the Association of Independent Schools of NSW.

All Government schools are working towards a healthy school canteen by the end of 2019. Independent and Catholic schools are strongly encouraged to adopt the Strategy.

Support for Schools

If your primary school or K-12 school is already taking part in Live Life Well @ School you can ask for help from your local health promotion officer. See the NSW Healthy Kids website for contact details:
www.healthykids.nsw.gov.au/campaigns-programs/nsw-healthy-school-canteen-strategy.aspx

If you are at a secondary school, you can contact the **NSW School Canteen Secondary School Support Service** for information and advice.

Phone: (02) 9876 1300 (TOLL FREE)

Complete the **10 Steps to a Healthy School Canteen** free online program to help guide canteen managers through their transition to a Healthy School Canteen.
<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/resources>

The **NSW School Canteen Menu Check Service** can help check if your canteen menu is supporting the strategy. Your school can apply for a voluntary school canteen menu check.

Phone: 02 9133 8711 (TOLL FREE)

Email: menucheck@nswhealthyschoolcanteens.com.au

Fax: 02 9133 8719

Food and Drink Criteria

Before applying for a voluntary school canteen menu check, we recommend you use the following checklist to help prepare and make any changes to your menu. This will help to improve the outcome of the Menu Check.

Here's what you need to do:

- Complete the guide below – there are 18 action items for you to address.
- Remove, swap or add food and drinks to meet the Food and Drink Criteria.
- Visit the NSW Healthy School Canteens website at <https://healthyschoolcanteens.nsw.gov.au> for more information and resources.
- Once you have ticked off all the actions you'll be on track towards a healthier school canteen.
- Complete and submit the Application Form for a school canteen Menu Check, which can be found at: <https://healthyschoolcanteens.nsw.gov.au/canteen-managers/resources>

HELPFUL HINTS

On a copy of your school canteen menu, add in any new products or cross out any old ones so you have an updated list of what is available for sale in your school canteen. Alternatively, you could develop a complete food and drinks list on a separate page.

Also note any food and drinks placed on the canteen counters at recess and lunch.

Remember to include all flavours and size options available as every flavour/size counts.

You may also like to have more than one list if you have different canteen menus (for example, summer and winter).

LET'S GET STARTED...

Make a list of all current food and drink available for sale in your school canteen.



Sugary drinks

- Check your menu for sugary drinks and energy drinks; these include frozen ice blocks with added sugar.
- Remove any sugary drinks from the menu.
- Replace with Everyday drinks and frozen snacks such as: water, 99% juices, milk, flavoured milk and 99% juice ice blocks or milk-based ice blocks with a 3.5 Health Star Rating or above.

HELPFUL HINTS

Sugary drinks include drinks such as: soft drinks, flavoured mineral waters, sports waters, sports drinks, fruit drinks (less than 99% juice), cordials, slushies with less than 99% juice and frozen ice blocks with less than 99% juice.

Caffeinated drinks, including milk coffees, should not be sold in primary schools and should be less than 500ml in secondary schools.

Artificially sweetened diet soft drinks are considered Occasional drinks and should be less than 250ml (primary schools) and 500ml (secondary schools).

Resources

Sugary Drinks

<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/the-food-and-drink-criteria/sugary-drinks>

Everyday Drinks

<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/making-great-choices/ready-reckoner/everyday-drinks>



At least three-quarters of the menu is Everyday foods and drinks

- Colour code or mark all food and drink as either Everyday or Occasional.

HELPFUL HINT

Using two different coloured highlighters or pens will make this easier to do.

Use the list of Everyday and Occasional food and drink, Menu Ready Reckoner, and Recipe Checklist to determine which food are Everyday and which are Occasional. [See Resources].

- Count all foods and drinks on the menu – remember that every flavour, variety and size of a product counts as a separate item.

HELPFUL HINTS

Each sandwich filling is counted only once no matter what different types of bread are offered. Condiments and extra fillings are not counted. There's no need to count any food or drink which is repeated on the menu.

For canteens that have different menus on different days of the week, each day is counted separately and all days should have at least 3/4 Everyday food and drinks.

- Count all the Everyday foods and drinks on the menu, divide that by the total number of food and drink on the menu and multiply this by 100. This will give you the percentage of Everyday choices.

For example: If you have 19 Everyday foods and drinks and a total of 25 food and drink items $19 \div 25 \times 100 = 76\%$. This means more than 3/4 of your menu is Everyday.

- Increase the proportion of Everyday food and drink on the menu to at least 3/4 Everyday food and drink (i.e. at least 75% Everyday food and drink).

HELPFUL HINTS

If the menu is less than 3/4 Everyday foods and drinks, try these suggestions to help increase the proportion of Everyday food and drink on the menu:

- Swap some Occasional foods and drinks with Everyday alternatives.
- Remove less popular Occasional foods and drinks.
- Reduce the flavours and variety of Occasional snack food such as chips and frozen snacks.
- Increase the flavours and variety of Everyday choices.

Resources

Healthy Food Finder database – useful resource for Everyday and Occasional foods and drinks, health star ratings and portion sizes. www.foodfinder.health.nsw.gov.au

Making Great Choices

<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/making-great-choices>

Menu Ready Reckoner

<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/making-great-choices/ready-reckoner>

Healthy Recipe Ideas

<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/making-great-choices/healthy-recipe-ideas>

Sample Menus

<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/making-great-choices/sample-menus>

Healthy Swap Ideas

<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/making-great-choices/healthy-swap-ideas>

Visit <https://healthyschoolcanteens.nsw.gov.au/canteen-managers> for all resources and information to support your Healthy School Canteen



Health Star Rating of 3.5 Stars and above

- Check the packaging of all commercially packaged Occasional food and drinks to see if it has a Health Star Rating.
- For those commercial Occasional products without a Health Star Rating on the packaging, refer to the Healthy Food Finder database and look-up the Health Star Rating.
- Swap any Occasional commercial food that has less than 3.5 stars to a similar product with a Health Star Rating 3.5 stars and above. Use the Healthy Food Finder database to find a similar product.
- Ensure your freshly prepared on-site/canteen made sweets such as cakes, slices, etc, contain healthy ingredients and do not include any confectionery (icing, chocolate, choc chips, caramel, toffee, etc).

Portion sizes

Everyday food and drink reflect the portion sizes in the Strategy.

- Check all Everyday hot meal items are a maximum portion size of 250g (primary school) or 350g (secondary school). These include pasta; pizza; risotto and flavoured rices; Indian, Asian, Mexican meals; jacket potatoes; burger patties/rissoles/meatballs/falafel/veggie burger meals; and dim sum.
- Check all 99% fruit juices have a maximum portion size of 250ml.
- Check all flavoured milks have a maximum portion size of 300ml (primary school) or 500ml (secondary school). These include milkshakes and smoothies.

Occasional food and drink reflect the portion sizes in the Strategy.

- Using the table below ensure the portion sizes of Occasional food don't exceed the maximum portion size recommended. Refer to the Menu Ready Reckoner for additional portion size limits – See Resources.

HELPFUL HINT

In Central or K-10/12 schools, both portion sizes may be provided, and the larger size should be available to secondary students only.

Menu item	Maximum portion size
Hot potato products – wedges, hash browns, skins	100g
Crumbed or coated products – chicken fillets, nuggets, tenders, schnitzels, burgers, veggie burgers	140g
Garlic bread and cheese/bacon rolls	½ English muffin/pita, or 1 slice bread, or 75g
Pies	180g
Potato-top pies	250g
Sausage rolls	120g
Commercial pizza	250g (primary), 350g (secondary)
Salty snacks – chips, flavoured rice snacks and crackers, pretzels, flavoured popcorn, noodle snacks	30g
Muesli and snack bars	50g
Cakes and sweet pastries	80g
Sweet biscuits	50g
Ice cream and frozen yoghurt	125ml

Resources

Healthy Food Finder database – useful resource for Everyday and Occasional foods and drinks, health star ratings and portion sizes.
www.foodfinder.health.nsw.gov.au

NSW Buyer's Guide – useful for Health Star Ratings
<http://healthy-kids.com.au/school-canteens/buyers-guide-search/>

The Health Star Rating
www.healthstarrating.gov.au/

Menu Ready Reckoner
<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/making-great-choices/ready-reckoner>

The importance of portion sizes
<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/making-great-choices>

PROMOTION OF PRODUCTS

Everyday food and drink should be actively promoted in advertising, meal deals, specials, as well as commercial branding on signage and displays. Avoid placing Occasional food and drink at point of sale or eye level on shelves and counters.

- Check only Everyday foods or drinks are promoted in the canteen, for example, in meal deals, or daily/weekly specials.
- Check only Everyday food or drinks are placed on the counter and at eye-level in fridges or freezers.
- Check for Occasional foods and drinks in all commercial branding or signage in and around the school canteen where students can see it. For example on fridges/freezers or on signs/posters.

HELPFUL HINT

Promotion includes: any special pricing or availability of foods – including signs, branding, special day availability, reduced prices, meal deals or bundles including toys, canteen promotions on school websites or social media channels.

Resources

Marketing a healthy canteen

<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/marketing>

Healthy School Canteen Layout

<https://healthyschoolcanteens.nsw.gov.au/media/documents/Healthy-canteen-layout.pdf>



MENU CHECK!

If you have ticked off all the actions above, well done! You are ready to apply for a free menu check through the NSW Healthy School Canteen Menu Check Service.

Your school canteen menu should now have:

- at least 3/4 of the menu Everyday food and drink
- only Occasional packaged food and drink with a Health Star Rating of 3.5 stars and above
- Everyday food and drink meeting the portion size limit, where applicable
- all Occasional food and drink meeting the portion size limit

- only Everyday food and drink actively promoted in advertising, meal deals, specials, as well as commercial branding on signage and displays
- only Everyday food and drink placed at point of sale or eye level on shelves and counters, and
- sugary drinks, energy drinks and sugar sweetened frozen snacks removed from sale.

Plus, you now know where to find further information using the Healthy School Canteen website.

The next phase is completing the Menu Check Application form found here (<https://healthyschoolcanteens.nsw.gov.au/canteen-managers/resources>) and submitting it to:

Email: menucheck@nswhealthyschoolcanteens.com.au

Fax: (02) 9133 8719

Phone: (02) 9133 8711 (TOLL FREE)

Contact details

If you have any feedback on completing this support tool, please email your ideas and suggestions to HealthySchoolCanteens@det.nsw.edu.au

TIPS ON HOW TO MAKE YOUR SCHOOL CANTEEN EVEN MORE HEALTHY!

- Choose fresh fruit and vegetables in season for flavour and value
- Choose mostly reduced-fat types of milks, yoghurts, cheeses, dairy items
- Choose mostly wholegrain breads, rolls, wraps
- Choose lean meats; for example, lean ham, skinless chicken
- Add cheese, oils, margarine, spreads sparingly to meals
- Check freshly prepared on site (canteen-made) recipes by using the recipe checklist
- Use the healthy recipes on the Healthy School Canteens website – <https://healthyschoolcanteens.nsw.gov.au/canteen-managers/making-great-choices/healthy-recipe-ideas>
- Use the Essential shopping list of pantry and fridge ingredients to make Everyday and Occasional meals and snacks in your school canteen
- Include vegetables in meals where possible, such as sandwiches and hot meals
- Try oven baking or grilling instead of deep frying
- Use avocado, hummus and natural yoghurt instead of cream, butter or sour cream.



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