



Greaves Adventist Academy
Montreal Campus

POLICY:	NUTRITION	CODE:	3
Origin:	Greaves Adventist Academy		
Authority:	Board Resolution		
Reference(s):	Framework Policy on Healthy Eating and Active Living Health Canada's Eating Well with Canada's Food Guide MAPAQ's Loir sur les aliments (L.R.Q., C. p-29) Education Act, Section 94		

POLICY STATEMENT

The Greaves Adventist Academy Nutrition's Policy aims at promoting health-enhancing attitudes and behaviours among all students (elementary and high school) by teaching the essential knowledge and skills they need to make nutritious food choices and by providing an environment encouraging healthy eating habits.

RATIONALE

The Nutrition Policy is an essential component in the prevention of childhood nutrition-related problems such as obesity, dental diseases and type II diabetes. It addresses very specific nutritional deficiencies among children such as calcium, Vitamin D, iron, Vitamin C and folic acid deficiencies.

Furthermore, healthy eating patterns are essential for students to achieve their full academic potential.

APPLICATION

1. This Policy regulates all food distribution (sold or donated) to student in Greaves Adventist Academy regular school activities (cafeteria, nutritional support program, lunch service, vending machine, reward program, regular fundraising and extracurricular activities).
2. All administrators, teacher, staff, donors, volunteers and parents have a responsibility to respect the Nutrition Policy by promotion/modeling healthy eating habits and distributing nutritious foods to students during regular school activities

3. The sale of food to students or reward programs based on food for promotional or commercial solicitation is prohibited in accordance with Section 94 of the Education Act.

GENERAL OBJECTIVES

1. To increase the nutritional knowledge of all students through different nutrition education/food service* programs and projects.
2. To improve the nutritional intake of all students and encourage them to adopt healthy eating habits by offering nutritious food through various nutrition education/food service programs.
3. To ensure the safety of all students by monitoring the quality of the foods offered through various programs, activities and projects.
4. To define qualitative and quantitative requirements for all foods offered to students.
5. To define sanitation rules to be applied at any point of food production or distribution.
6. To define the procedures on the use of services from food suppliers*.
7. To define the responsibilities of those concerned in the application of the policy.

*see definition p.4

SPECIFIC OBJETIVES

Nutrition Education

The nutrition education programs shall focus on students' eating behaviours and be designed to help them:

1. increase their nutritional knowledge, including the benefits of healthy eating, essential nutrients, nutritional deficiencies, healthy weight management and dietary supplements;

2. acquire nutrition–related skills including the planning of a healthy meal, understanding and using food labels, using the proper sanitation rules in preparing and handling food;
3. asses one’s personal eating habits, set goals for improvement, and achieve those goals.

Food Services

All food service programs shall focus on promoting the consumption of nutritious foods by:

1. offering students balanced meals providing one-third of their nutritional requirements;
2. offering students nutritious and appealing foods;
3. decreasing the availability of high sugar content foods;
4. decreasing the availability of high fat content foods (higher than 30% of total energy value);
5. increasing the availability of high fibre content foods;
6. offering students snacks providing essential nutrients as part of a nutritional support program;
7. ensuring that all food served to students complies with the qualitative and quantitative requirements and is prepared and distributed according to the established sanitation rules.

In the application of the policy, the Board with the principal shall:

1. Ensure the organization, the control and evaluation of the application of this Nutrition Policy at Greave Adventist Academy.
2. Plan, implement and evaluate nutrition education programs;
3. Plan, implement and evaluate nutritional support programs;

4. Perform professional supervision and financial management of the school cafeteria based upon the criteria of quality, quantity, safety and nutritional value;
5. Ensure that the food suppliers comply with this nutrition policy;
6. Annually review the cafeteria price structure so that the cost to the students using these services is the lowest possible, while encouraging them to purchase nutritious items;
7. Annually review the cafeteria menu and recipes based on the taste of the multicultural diverse clientele and the nutritional needs of growing children and adolescents;
8. Ensure that all food service permits are valid.

In the application of the policy, the school administration shall:

1. Ensure the application of the Nutrition Policy at any point of food distribution to students in the school during regular school activities;
2. Ensure the supervision of students using the school cafeteria;
3. Designate and maintain the sanitation and comfort of the eating area;
4. Encourage students to bring healthy choices of food in their lunches and snacks by informing students and parents of the Greaves Adventist Academy nutrition policy.
5. Ensure that regular fundraising activities on school ground or the operation for vending machines are not held during school cafeteria opening hours;
6. Ensure that food sold/offered through regular fundraising and extracurricular activities on school ground conform with this Nutrition Policy;
7. Ensure allergen awareness by identifying allergic students, sensitizing students, sensitizing students and parents to food allergies in the school, providing a safe eating environment for allergic students, establishing a protocol in case of anaphylactic reactions and ensuring the availability of auto-injectors'

8. Ensure that all foods offered/sold to students at any point of food distribution (daycare service, nutritional support program, lunch service....) come from a Board approved supplier;
9. Ensure that all food supplied to students by outside suppliers complies with this Nutrition Policy;
10. Ensure that food suppliers do not conduct any promotional or commercial solicitation targeted towards children.

The application of the present policy requires the adoption of the following resolutions;

1. The Nutrition Policy as defined by the School Board;
2. The Price List, annually.

DEFINITIONS

1. **Food Services:** any point of distribution of food (sold or donate) to student on school ground, whether it be through the school cafeteria, nutritional support program, lunch program/service, vending machine, regular fundraising and extracurricular activities.
2. **School Cafeteria:** a food service under the jurisdiction of Greave Adventist Academy supplying food to student at a cost.
3. **(Outside) Food Supplier:** any organization (e.g. food distributors, restaurants/caterers, Home and School Associations, community groups, parent volunteers, student councils) providing foods or drinks intended for student consumption at a cost or free of charge as part of any food service program.

The following addenda may be modified in the event that nutritional or food safety Standards are updated by Canadian authorities.

**ADDENDUM A
(OUTSIDE) FOOD SUPPLIERS**

DEFINITION

A (outside) food supplier is any organization (commercial, community, volunteer) providing food (sold or donated) to Greaves Adventist Academy intended for student consumption (sold or donated) as part of any food service program.

GENERAL PROCEDURES

1. Food served to students (as part of any food service program) must come exclusively from a Board-approved food supplier.
2. All outside food supplier must apply the Nutrition Policy.
3. Non-approved suppliers or private homes shall not be authorized to conduct any activities in Greave Adventist Academy.

RESPONSIBILITIES OF THE BOARD:

The cafeteria operator and the School Administration.

1. Will provide the required categories of food.
2. Will monitor and evaluate the activities (menu, portion, control, quality of food, sanitation...) of the food suppliers and ensure that the Nutrition Policy is respected.
3. Shall conduct inspections of the production/distribution of the cafeteria to ensure the quality of the food services provided.
4. Shall ensure that the food is transported under the most hygienic conditions using insulated containers maintain an internal temperature or greater that 60°C for hot foods and lower than 4°C for cold foods.

5. Shall ensure that the outside food supplier operates under a valid MAPAQ Food Permit and will ensure access to any violation reports from the City of Montreal-Food Inspection Division.
6. Shall notify the Cafeteria Operator of any infraction to the Greaves Adventist Academy Nutrition Policy and request immediate modification or rectification of the situation.

RESPONSIBILITIES OF SCHOOL ADMINISTRATION AND HOME SCHOOL ASSOCIATION

1. The principal will ensure that any food offered/sold to students regardless of the food service program (nutritional support program, lunch service, vending machine, regular fundraising and extracurricular activities) comes from and approved food supplier.
2. The principal will ensure that the Cafeteria Operator respects the Nutrition Policy;
3. The principal will designate a person to monitor the overall quality of food /meals (menu, taste, presentation, portion sizes, temperature) on a daily basis.
4. Parents and students shall inform the principal of any irregularities.

ADDENDUM B

SANITATION RULES

DEFINITION

The preparation, storage and distribution of all food intended for student consumption at Greaves Adventist Academy must be done under the following sanitation rules as required by the MAPAQ's *Loi sur les aliments* (L.R.Q., c. p-29)

SANITATION RULES

1. The people assigned to the preparation of food must:
 - a. Wear a hair net
 - b. Wear clean work clothes used exclusively for work;
 - c. Refrain from wearing jewellery or nail polish.
2. Potentially hazardous cold food must be maintained at a temperature of 4°C or lower and hot food at 60°C or higher.
3. Vegetarian products should be maintained at minimum of 65°C.
4. Refuse should be kept in closed and clean containers and discarded on a daily basis.
5. Premises shall be free of insects, rodents or contaminants.
6. The food handlers must have at their disposal a sink provided with hot water, soap in a dispenser and individual paper towels.
7. The food handlers must wash their hands;
 - a. After using the bathroom;
 - b. After eating, drinking or blowing ones nose;
 - c. Before handling exposed food or clean equipment, dishes and utensils;
 - d. Each time there is a change from working with raw foods to working with cooked or ready-to-eat foods;
 - e. At any time during the operation when contamination may have occurred.

8. All equipment, appliances, utensils and work surfaces must be cleaned and disinfected after use or after coming into contact with raw food.
9. The manipulators must refrain from handling food when they present an injury or an infected wound not adequately covered, suffer from vomiting, diarrhea, fever, jaundice, or sore throat with fever, or are afflicted with a disease transmissible through food.
10. All food shall be kept covered in the refrigerators, freezer or dry storage areas.
11. Only authorized personnel shall be allowed in the kitchen area.
12. The cafeteria shall be provided with sink and a ventilation system, and all window shall have screen.
13. Refrigerators used to store milk or snacks intended for student consumption must be washed with hot water and baking soda once per week and the internal temperature must be maintained between 1°C and 4°C.
14. The Administration shall complete a sanitation report while visiting the cafeteria. If the report is unsatisfactory, recommendations shall be made to the school/supplier/cafeteria personnel.

ADDENDUM C

QUALITATIVE AND QUANTITATIVE FOOD REQUIREMENTS

DEFINITION

Food served at Greaves Adventist Academy cafeteria must meet the following requirements.

Food Items	Specifications	Portion Size
Main Course*	Legumes, tofu or cheese casserole/combination	175 ml legumes to tofu 75g cheese
*Must be served with a vegetable	Vegetable, cooked or salad	125 -175 ml
Cooked Vegetable	Frozen, fresh, canned	125 ml
Salad	Raw vegetables	175 ml
Gourmet Salad	Raw vegetable	350 ml
Meal Deal	Comprise of: <ul style="list-style-type: none"> • Main Course (rice, potatoes , pasta) • Vegetable 	As per specification in this tables
Sandwich	Slice bread	2 slices
Salad Plate	2 vegetables and /or fruit	250 – 350 ml
Fruit	Fresh, whole , in pieces	Fruit or 125 ml
Canned Fruit	Pieces	125 ml solid
Almond Milk		200 ml, 500 ml
Potato or Substitute	Canned, mashed, pasta, rice, whole grain and brown, if available Whole, baked	125 ml 125 ml 1 small
Bread	Whole grain, sliced Whole wheat roll, bun Promote products with more than 2 g of fibre per portion	1 slice, 35 g
Bagel, English Muffin, Pita Tortilla	Plain, sesame or poppy seeds Promote products with more than 2g of fibre per portion	50g to 70g
Butter	Individual portion	5g
Food Items	Specifications	Portion Size
Margarine	Non-hydrogenated, bulk or individual portion	5g

Soup	Canned or home-made vegetable broth including noodles, rice and / or vegetables Cream soups	170 ml
Filled Patties* *sale limited to recess 3 times/week	Vegetables Commercial, maximum 30% Calorie energy from fats, no trans fats	100g, 45g of cooked meat
Cake* *occasionally	Baked type from dry mix. Containing a minimum of icing syrup or other concentrated sweets	(6x8x5)cm
Fruits Jelly	With fresh or canned fruit	60 ml of fruit Total volume:125ml
Milk Pudding	Instant or ready to eat made with milk	125g or 125 ml
Yogourt	Individual portion, commercial	100 ml
Cookie* *sale of chocolate chip cookies limited to lunch	Oatmeal, raisin, chocolate chips or other similar types from dry mix or frozen Promote cookies with <10g sugar, <7g fat, <2g saturated / trans-fat and >2g fibre per 30g cookie	30g, 75g
Muffin	Bran. Oatmeal, wheat, fruit From muffins with <5 -7g sugar, <2.5-3.5g fat, <1-1.5g sat./trans fat and >1-1.5g fibre per 50 – 70g muffin	50g to 70g
Cereal	Breakfast cereal <8g sugar and > 2g fibre per portion	30g or 185ml
Croissant* *sale limited to combination item	Commercial, no trans fat	63g raw dough
Cracker	Whole wheat or soda <250mg of sodium per 30g portion	2 per package
Granola /Cereal Bar	Oatmeal, almond, raisins, not coated Promote bars with <10g sugar, <5g fat, <1g saturated/trans fat and >2g fibre per portion	30g
Cereal Square	Baked Type	50g – (9x6x2.5)cm
Snack	Promote snacks with <10g sugar, <7g fat, <2g saturated /trans fat and >2g fibre per serving	355 ml, 500 ml

The following items do not conform with the *Framework policy on Healthy Eating and Active Living* and may not to be offered or sold to the students

1. Foods with a high fat content (more than 30% of total energy value)such as;

- a. Deep fried potatoes
- b. Commercial fried foods (nuggets, burgers, egg rolls, potatoes....)
- c. Donuts
- d. Pastries
- e. Sweet buns, turnovers

- *The use of a deep fryer is forbidden*

N.B. *Products containing trans fat in the form of shortening and hydrogenated oil must be Eliminated.*

Products containing added saturated fats such as lard, tallow or palm oil must be avoided.

2. Food with a high sugar content such as:

- a. All variety of candies and medicated lozenges
- b. Sweet pastries (sugar pie, cream filled pastries, etc.)
- c. Wrapped commercial type cakes
- d. All varieties of chocolate bars
- e. Commercial type cookies coated or cream filled
- f. Slush, and sugar/artificially sweetened beverages
- g. Carbonated beverages
- h. Cereals with more than 8g of sugar per serving
- i. Coated peanuts and nuts
- j. Sweet popcorn
- k. Chewing gum
- l. Hot chocolate from powder and water

N.B. *Products contain sugar as the first solid ingredient must be eliminated.*

3. Food with a high salt content such as:

- a. Salted peanuts, nuts and pretzels
- b. Chips, Nachos
- c. Buttered popcorn
- d. Etc.

Food not mentioned or not corresponding to the specifications may not be offered to students.

ADDENDUM D

REMITTANCE OF CAFETERIA MONIES BY CAFETERIA OPERATOR

PROCEDURE

1. The School Administrator shall be responsible for collecting on a weekly basis the monies from the cafeteria sales (Administrative Technician).
2. The sales sheet should indicate the monies collected and the agreed percentage to be remitted to the school.
3. The Cafeteria Operator is not allowed to sell water, cooler or drinks to the students. These must be purchased from the vending machine.