

Administrative Procedure #410 Food Service

Definition:

For context Food Service incorporates any foods provided by the school to students. The Food Service Provider is selected by and has a contract with the Thrive Elementary School Foundation to provide food services to Thrive Elementary Charter School. The Food Service Provider is not located at Thrive Elementary Charter School and prepares all meals and snacks off-site and delivers these meals and snacks to the school daily for our distribution to students.

Procedures

1. The principal shall, at the beginning of the school year, develop a Food Services Opt-In form for parents to complete upon registering their child in the school.
2. Food Services will only be provided to students, whose parents, Opt-In to the Food Services Program.
3. No compensation or payment will be made to parents who choose to opt out of the Food Services Program.
4. Parents choosing to Opt-Out of the Food Services Program are required to provide breakfast, lunch and snacks for the child daily while they attend school.
5. Menu preparation will, as much as possible, be sensitive to cultural beliefs.
6. Parents, with questions about the Food Services Program, should direct these questions to the School Principal.
7. Parents must provide the school with information from their medical provider regarding any food allergies that their child(ren) have.
8. The Food Services Provider and school will work to reduce the risks associated with allergens in food, however it is recognized that some risk of cross-contamination exists as food ingredients used by the Food Services Provider may not be identified on the ingredients list from the manufacturer.
9. To mitigate the risk of cross-contamination with allergens, the school staff is not able to store in the fridge or microwave any student foods sent from home as breakfast, lunch or snack.

10. In the instance where a child possesses severe food allergies, the Food Services Program will not be available and for the safety of the child, parents must provide breakfast, lunch and snacks for their child(ren).

School involved in the Food Services Program:

1. One staff member shall possess the Food Safe Certification.
2. Ensure that no students enter the food prep kitchen and area.
3. School staff will develop a Kitchen Handbook for ensuring the food prep area is well maintained.
4. Work with the Food Services Provider for development of the meal and snack menus.

Parents may choose to Opt-In to their child(ren) receiving Food Services by:

1. Completing the Food Services Opt-In Form that is available at the school upon registering their child and or at the start of the school year.
2. Parents understand that the menu is not individual to each child, although in most cases a vegetarian option is available for students.
3. Inform the school of any allergies that their children have.

Students receiving Food Services shall:

1. Understand that the Food Service Program is a part of the regular educational function of the school and, in keeping with the regulations establishes by Alberta Education and the School Nutrition Program, it is an opportunity to encourage students to learn about good health, balanced diet, food groups, and etiquette.
2. Receive their meals and snacks in their classroom.
3. Be respectful and help clean-up their eating area following lunch.