



Niagara Catholic District School Board

FOOD AND BEVERAGE

ADMINISTRATIVE OPERATIONAL PROCEDURES

Section 200 – Human Resources

No 302.7

Adopted Date: June 21, 2005

Latest Reviewed/Revised Date: September 11, 2023

In keeping with the Mission, Vision and Values of the Niagara Catholic District School Board, the following are Administrative Operational Procedures for food and beverage in Niagara Catholic schools.

Administrative Operational Procedures provide direction for all schools and Board sites with creating, supporting and promoting healthy eating environments for the school community. The Board views human life as an integration of body, mind, and spirit, with an appreciation of the sacredness of the human body as a gift from God.

PURPOSE

The Niagara Catholic District School Board (NCDSB) is committed to making schools healthy places for students. Creating a healthy school nutritional environment enhances student learning and success. This administrative operational procedure sets parameters for foods and beverages that are made available in Niagara Catholic schools. As such, All Niagara Catholic schools are required to ensure that foods and beverages sold on school property, and for school purposes meet the requirements of the Ontario Healthy Foods for Healthy Schools Act (2008), including the Ontario Ministry of Education Policy/Program Memorandum 150 (School Nutrition Standards) and the Ontario Trans Fat Regulations (O Reg. 200/08). The Board is further committed to encouraging schools to emphasize healthy choices when foods and beverages are provided to students at no cost.

PREAMBLE

The following administrative operational procedures for food and beverages will provide directions for schools in creating, supporting and promoting healthy eating environments for the school community.

Schools have an important role supporting students to lead healthy lives, including teaching students the skills to make healthy choices, preparing food in a healthy way, and reinforcing those lessons through school practices. Food and beverages provided by the Niagara Catholic District School Board for students in a school setting will meet and may exceed the requirements of current legislation. The Board supports and encourages all forms of healthy student nutrition programs in our schools.

RATIONALE

A healthy school nutrition environment contributes to improved education and health outcomes for all students. Research shows that “health and education success are intertwined: schools cannot achieve their primary mission of education if students are not healthy”¹ and that “healthy eating patterns in childhood and adolescence promote optimal childhood health, growth, and intellectual development”².

The school environment profoundly influences students’ attitudes, preferences, and behaviours.

The Ontario Government and the Niagara Catholic District School Board are committed to making schools healthier places for students in order to establish the conditions needed to realize the potential of all students. A healthy school environment enhances student learning and success, and enhances students’ social and emotional well-being.

APPLICATION

The Niagara Catholic District School Board must ensure that all food and beverages sold on school premises for school purposes meet the requirements of Policy/Program Memorandum No. 150: School Food and Beverage Policy including the nutrition standards set out in the Appendices to this memorandum. The nutrition standards apply to all food and beverages sold in all venues, through all programs and at all events.

POLICY/PROGRAM MEMORANDUM NO. 150: SCHOOL FOOD AND BEVERAGE POLICY NUTRITION STANDARDS

Policy/Program Memorandum No. 150: School Food and Beverage Policy applies to the sale of food and beverages in schools province-wide. The implementation of this Policy/Program Memorandum as part of a comprehensive approach to creating a healthy school nutrition environment reinforcing the knowledge, skills, and attitudes regarding healthy eating that are developed through the various subjects and disciplines in the Ontario Curriculum.

Policy/Program Memorandum No. 150: School Food and Beverage Policy nutrition standards are intended to ensure that the food and beverages sold in schools contribute to students' healthy growth and development. The nutrition standards for food and beverages are set out within the following two sections:

Nutrition Standards for Food

Food is divided into “Vegetables and Fruit”, “Grain Products”, “Milk and Alternatives”, and “Meat and Alternatives”, following Canada’s Food Guide. There are also “Mixed Dishes”, for products that contain more than one major ingredient (e.g., pizza, pasta, soup, salads, and sandwiches), and “Miscellaneous Items”, for items that are to be used in limited amounts (e.g., condiments, sauces, dips, oils, dressings) and for confectionery, which is not permitted for sale (e.g., candy, chocolate).

Nutrition Standards for Beverages

Standards for beverages are provided separately for elementary schools and secondary schools.

The above two sections outline nutrition criteria that food and beverages must meet in order to be sold in schools. The nutrition criteria are provided in the following categories:

Sell Most (≥ 80%). Products in this category are the healthiest options and generally have higher levels of essential nutrients and lower amounts of fat, sugar, and/or sodium. They must make up at least 80 per cent of all food choices that are available for sale in all venues, through all programs, and at all events. The same requirement applies to beverage choices.

Sell Less (≤ 20%). Products in this category may have slightly higher amounts of fat, sugar, and/or sodium than food and beverages in the “Sell Most” category. They must make up no more than 20 per cent of all food choices that are available for sale in all venues, through all programs, and at all events. The same requirement applies to beverage choices.

Not Permitted for Sale. Products in this category generally contain few or no essential nutrients and/or contain high amounts of fat, sugar, and/or sodium (e.g., deep-fried and other fried foods, confectionery). Food and beverages in this category may not be sold in schools.

Often a type of food or beverage (e.g. bread, meat, cheese) will fit all three of the above categories, depending on its nutritional value. To determine whether a specific product may be sold in schools, it is necessary to read the information on the food label – particularly the Nutrition Facts table and the ingredient list – and compare this information with the nutrition criteria.

ADDITIONAL REQUIREMENTS

As set out in Policy/Program Memorandum No. 150: School Food and Beverage Policy, the following requirements must also be met:

- School boards must comply with Ontario Regulation 200/08, “Trans Fat Standards”, and any other applicable regulations made under the Education Act.

- Food and beverages must be prepared, served, and stored in accordance with Regulation 562, “Food Premises”, as amended, made under the Health Protection and Promotion Act.
- School boards must ensure that students have access to drinking water during the school day.
- The diversity of students and staff must be taken into consideration in order to accommodate religious and/or cultural needs.
- Principals and staff are required to follow the Niagara Catholic Anaphylaxis Administrative Operational Procedures 302.1.

School principals must ensure that all food preparation complies with the Food Safety Standards outlined in the Ontario Regulation 562: Food Premises. If assistance is required in making this determination, schools can contact a Health Inspector at their local Health Unit. Principals and staff are required to follow the Environmental Stewardship and Sustainability Policy 701.1

VENDING MACHINES

- Schools with food and beverage vending machines must ensure that the items sold comply with the standards outlined in The Ministry of Education School Food and Beverage Policy (PPM 150).
- Schools which have their own contract for these vending machines must report compliance with PPM 150 annually.
- When vending machine and cafeteria service contracts are renewed, every effort will be made to ensure that the spirit of this procedure is considered.
- Schools and work sites that provide food to students and staff must ensure choices meet the standards and regulations for trans fats (Ontario Regulation 200/08, “Trans Fat Standards”)

NUTRITION STANDARDS EXEMPTIONS

The nutrition standards do not apply to food and beverages that are:

- Offered in schools to students and staff at no cost;
- Brought from home or purchased off school premises and are not for resale in schools;
- Available for purchase during field trips off school premises;
- Sold in schools for non-school purposes (e.g., sold by an outside organization that is using the gymnasium during and/or after school hours for non-school-related event);
- Sold for fundraising activities that occur off school premises;
- Sold in staff rooms.

Notwithstanding these exemptions, Niagara Catholic schools promote and advocate for food and beverage choices that meet the nutrition standards set out in this Administrative Operational Procedures, with emphasis on selecting choices from the “*Sell Most*” category, with their students, staff and school communities.

EXEMPTION FOR SPECIAL EVENTS

The Principal may designate up to ten days during the school year as special event days on which food and beverages sold in schools would be exempt from the nutrition standards outlined in Policy/Program No. 150: School Food and Beverage Policy. The Principal must consult with the Catholic School Council and student representatives, where applicable, prior to designating a day as a special event day. Appendix A Special Event Day Compliance Sheet is to be presented to the Catholic School Council at the October meeting annually for consultation and awareness. A copy is to be retained by the principal. On special event days, schools are highly encouraged to sell food and beverages that meet the nutrition standards set out in this Administrative Operational Procedures and are compliant with the allergens and anaphylactic needs in school communities.

STUDENT NUTRITION PROGRAMS

Food and beverages served in student nutrition programs must meet the nutrition standards set out by the Ministry of Children and Youth Services, Student Nutrition Program Nutrition Guidelines, 2016.

FOOD AND BEVERAGES PROVIDED FOR MEETINGS

On occasion, school communities and Board level staff provide food and beverages during meetings or special events. If food and/or beverages are offered, schools and staff are to provide food and beverages that meet the nutrition standards set out in the Administrative Operational Procedures.

PRACTICES FOR CONSIDERATION

All Niagara Catholic schools should take into consideration the following when food or beverages are sold or provided in schools:

- Endeavour to offer, when available and where possible, food and beverages that are produced in the Niagara Region.
- Offer, when available and where possible, food and beverages that are produced in Ontario.

Be environmentally aware (e.g., reduce food waste, reuse containers, recycle food scraps.) Avoid offering food or beverages as a reward or an incentive for good behaviour, achievement, or participation.

NUTRITION EDUCATION

A sequential, comprehensive nutrition education curriculum shall begin in Kindergarten and continue through secondary school. This education shall include the curriculum expectations outlined in the Ontario Curriculum and OPHEA: Healthy Schools, Healthy Communities document, and opportunities presented by planned events and teachable moments in the classroom.

Staff are encouraged to access appropriate resources as needed.

IMPLEMENTATION AND MONITORING

The Niagara Catholic District School Board encourages schools to continue to work with students, parents, school staff, community members, school nurses and/or public health dietician, and food service providers to ensure that appropriate strategies are in place to implement the Administrative Operational Procedures.

- The principal shall ensure that the sale of food and beverages at school meet the requirements as outlined in Ontario School Food and Beverage Policy (PPM 150).
- The principal shall complete the Special Event Day Compliance Sheet annually and present to their Catholic School Councils the last week of October of each Year. (Appendix A)
- The principal shall obtain a completed Vendor Attestation of Compliance from all Food Service Providers and Vendors (Appendix B)
- All compliance documentation shall be maintained at the school and updated annually

References and Resources:

- [Health Canada's Healthy Eating Strategy](#)
- [Canada's Food Guide](#)
- [A Journey Through Canada's New Food Guide: What Educators Need to Know Ophea.net](#)
- [Healthy Eating, Ophea.net](#)
- [Education Act, Subsection 8\(1\), Paragraphs 29.3 and 29.4, Part XIII.1 Nutrition Standards, S.317-S.320](#)
- [Ontario Catholic School Graduate Expectations, Institute for Catholic Education](#)
- [Ontario Ministry of Education Healthy Schools](#)
- [Ontario Public Health Standards, 2008, revised July 1, 2018](#)
- [Ontario Regulation 200/08, "Trans Fat Standards"](#)
- [Policy/Program Memorandum No. 150: School Food and Beverage Policy](#)
- [Ministry of Education School Food and Beverage Policy: Resource Guide 2010 Updated June 29, 2022](#)

- [*Foundations for a Healthy School 2019*](#)
- [*Foundations for a Healthy School: A Companion Resource to the K-12 School Effectiveness Framework June 2022*](#)
- [*School Food and Beverage Policy Guides*](#)
- [*Serve It Up! Recipes That Meet the School Food and Beverage Policy Nutrition Standards, 2013*](#)
- [*Ministry of Children and Youth Services, Student Nutrition Program Nutrition Guidelines, 2016*](#)
- [*Niagara Nutrition Partners*](#)
- [*Niagara Region Public Health: Food Vendor Guidelines*](#)
- [*Food Safety: A Guide for Ontario's Food Handlers*](#)
- [*Niagara Catholic District School Board Policies/Procedures*](#)
 - [*Anaphylaxis \(302.1.1\) AOP*](#)
 - [*Religious Accommodation Policy \(100.10.1\)*](#)
 - [*Environmental Stewardship and Sustainability \(701.1\)*](#)

1. M.M. Storey, M. S. Nanney, and M. B. Schwartz, “Schools and Obesity Prevention: Creating School Environments and Policies to Promote Healthy Eating and Physical Activity”, *The Milbank Quarterly*, 87(1), (2009), p. 72.
2. Centers for Disease Control and Prevention, *Guidelines for School Health Programs to Promote Lifelong Healthy Eating*, *MMWR* 1996; 45 (No. RR-9), p. 1.

Appendices

A Special Event Day Compliance

B Vendor Attestation of Compliance

Adopted Date:	May 24, 2011
Revision History:	October 25, 2011 February 28, 2012 June 18, 2013 June 21, 2016 September 11, 2023