Open: Monday, Thursday, Friday (Canteen Days)
Hours: 9.30am – 2.30pm
Phone: 9654 1173 (ask for Canteen)
Canteen Coordinator: Melissa Creighton Ph: 0447 194 913; melissa.creighton1@bigpond.com
Canteen Committee: Nadine Rogers Ph: 0435 182 745; nadine1505@hotmail.com

Background

The Kenthurst Canteen provides students and staff with nutritious recess and lunch offerings at a reasonable price. We comply with Fresh Tastes @ School and the Healthy Kids Association guidelines. These programmes provide nutritional guidelines and outline the types of food and drinks that can and can’t be sold at our Canteen. Our menu has colour coded food and drink items which are described in the ‘Canteen Menu Planner’ (see attached).

The Canteen is operated as a sub-committee of the P&C Committee. Our aim is to make a slight profit allowing us to cover both operating and capital costs and thus function as a sustainable enterprise over the long term.

Volunteers

The Canteen is operated on a volunteer-only basis on Monday and employs a Canteen Coordinator, Melissa Creighton, who works both Thursday and Friday. Volunteers assist Melissa on Thursday and Friday’s during the busy times. As approximately half of the hours worked in the Canteen are on a volunteer basis, volunteers are a critical resource and ensure our continued operation and success.

Please consider volunteering at the Canteen - even a couple of hours of your time really helps out (especially during the busy lunch period preparation). No skills are required. Plus, volunteers get a free lunch!! All newbies assist Melissa Creighton on Thursday’s or Friday’s for training. There are many positives to volunteering at the Canteen…your kids really enjoy seeing you there, plus you get to know their friends!

Menu

Attached is the Term 1, 2012 Menu. However be advised that this hard copy menu supersedes quickly especially with seasonal, promotional and out-of-stock items. While we endeavor to
keep families informed of changes via flyers and newsletters, the most up-to-date menu can always be found at www.flexischools.com.au.

Note that there is no requirement to have a Flexischools account to view the online menu; instead:
- Go to the above website;
- go to “Find your school”;
- type in Kenthurst Public School;
- select the recess or lunch menu; and
- select the day.

Ordering Procedures

All lunches and prepared food must be ordered i.e. sandwiches, salads, sushi and hot food. Other items are available for sale over the counter at recess and lunch.

There are two lunch ordering methods:
1. Flexischools online ordering; and
   1. Flexischools online ordering:
      - Go to www.flexischools.com.au and follow the directions to register by clicking on the “Register Now!” button. Further assistance is provided through the Flexischools information line: 1300 361 769.
      - Every morning the Flexischools system produces labels which are printed at the Canteen (by Melissa or volunteers) and are stuck onto a paper lunch bag.
      - The label lists the student’s name, class, whether the order is for recess or lunch, and itemizes the food or drink ordered.
      - Cut off time for ordering is 9.15am for the current day.

      The Flexischools system eliminates those times where students forget to hand in their lunch bag and reduces the necessity for cash handling, thus reducing our volunteer hours.

   2. Manual ordering system:
      - Lunch orders are to be written on paper lunch bags with your child’s name, class, items ordered, amounts per item, total, amount included in the bag and change (if required). If you run out of paper lunch bags at home you may use an envelope, however there is a $0.10 charge for a Canteen paper lunch bag. **Note: we do not offer credit or student/family accounts outside of the Flexischools ordering system.**
      - Change will be placed in the bag.
      - Orders must be placed in the classes’ Canteen basket each morning by the students on Canteen Days. Class representatives then drop of the baskets at the Canteen.
      - Recess and lunch orders must be placed in a separate paper lunch bags.
Late Orders (Manual ordering system)
If an order is not handed in on time, we may not be able to supply hot items. A sandwich will be provided instead.

Forgotten Lunches
If a student has no lunch they are referred to the front office and parents contacted. Where a parent cannot be contacted, our policy (the same as the school policy on non-canteen days) is to supply a simple sandwich i.e. vegemite or cheese. Fruit will be provided at fruit break and recess. Payment is required the following day.

Where students have been given money for lunch without a lunch order they will be referred to the front office and parents contacted.

Cash Safety
From a safety perspective please limit the amount of cash given to your child for use over the counter at the Canteen. Denominations less than $5 are preferred. We have had instances where children have brought in $20 and $50 notes to spend; on these occasions the child has been referred to the office and parents notified.

Miscellaneous
Recess orders must be picked up at the Canteen by the student at recess time. Food selections are limited at recess; please refer to the menu.

Lunch orders are picked up from the Canteen by class representatives prior to lunch, with the exception of frozen items i.e. ice-creams, milo and frozen fruit. They aren’t placed in the paper lunch bags and instead must be picked up from the Canteen by the student after they have eaten their lunch.

Note that due to the workload involved in operating the Canteen we are unable to follow up on whether students have picked up ordered frozen items and hot chocolates/milos. Please remind them to collect them on the day or alternatively buy the items over the counter.

Questions?
Our doors are always open to questions from parents/caregivers. Please drop in, have a chat and check out our food offerings.
Canteen Menu Planner

'OCCASIONALLY'
Do not sell these foods on more than two occasions per term

'SELECT CAREFULLY'
Do not let these foods dominate the menu. Avoid large serving sizes.

'FILL THE MENU'
Encourage and promote these foods