



# Boarding Program

## Boarding House Food Provision

<p><b>Source of Obligation</b></p>	<p>Section 3.4(i) of the Australian Boarding Standard requires the College to conduct a review of food provision by Boarding Staff and boarders at least annually.</p>
<p><b>Our Policy</b></p>	<p>The focus of St Philip's College's Boarding House is the boarders. St Philip's College is committed to the health and wellbeing of all boarders.</p> <p>It is our policy that:</p> <ul style="list-style-type: none"> <li>• we implement policies and procedures regarding Boarding House food provision</li> <li>• there is an annual review of food provision by Boarding Staff and boarders, including but not limited to:             <ul style="list-style-type: none"> <li>• nutritional value</li> <li>• quantity</li> <li>• variety</li> <li>• choice</li> <li>• food handling</li> </ul> </li> <li>• our food provision meets all legislative requirements.</li> </ul>
<p><b>Catering</b></p>	<p>The College ensures that catering it supplies (either directly or through a catering company), is compliant with the</p>

	<p>requirements of the <u>Australia New Zealand Food Standards Code</u>.</p>
<p><b>Nutrition, Quantity, Variety and Choice</b></p>	<p>The College is dedicated to ensuring that we provide (either directly or through a catering company):</p> <ul style="list-style-type: none"> <li>• nutritious and appropriately portioned meals for boarders, in accordance with the 2013 Australian Dietary Guidelines (Cth); and</li> <li>• sufficient food variety and choice for boarders, including the provision of vegetarian food options and specialised meal plans in accordance with food allergies or intolerances.</li> </ul>
<p><b>Food Handling</b></p>	<p>The College ensures that food handling within our Boarding House and/or external catering services is managed in accordance with the Australia New Zealand Food Standards Code through our Food Preparation Policy.</p>
<p><b>Annual Review</b></p>	<p>St Philip's College conducts an annual review of its food provision. This involves seeking feedback and suggestions from Boarding Staff and boarders about food service, including nutritional value, quantity, variety, choice and food handling.</p> <p>The information from the annual review is then used to develop St Philip's College's food provision plan for the following year.</p> <p>The annual review is undertaken through:</p> <ol style="list-style-type: none"> <li>1. Boarders and staff surveyed on a twice-yearly basis about the food provided to Boarders at St Philip's College.</li> <li>2. Survey results of Boarder and Staff feedback about the food provided to Boarders at St Philip's College collated and analysed by the Director of Boarding or their representative.</li> <li>3. A menu committee consisting of the Business Manager, the Director of Boarding, a representative of the Medical Centre, and the Chef meeting twice a year to review the menu and</li> </ol>

	<p>advise and implement any changes based on survey results and expert advice.</p> <p><b>Sample Boarder Food Plan</b></p> <p>A sample food plan for boarders is available <a href="#">2023 SPC Boarding Menu Summer.xlsx</a>.</p>
<p><b>Boarding Staff Responsibilities</b></p>	<p>All Boarding Staff must:</p> <ul style="list-style-type: none"><li>• promote St Philip's College as a healthy and safe food provider</li><li>• follow food preparation and handling guidelines</li><li>• participate in the annual review process.</li></ul> <p>St Philip's College has also devised a Food Preparation &amp; Handling Checklist which is available to all Boarding Staff, to enable them to ensure boarding food service complies with the Australia New Zealand Food Standards.</p>
<p><b>Implementation</b></p>	<p>This Policy is implemented through a combination of:</p> <ul style="list-style-type: none"><li>• Boarding Staff training</li><li>• Boarding House oversight of food service</li><li>• annual reviews</li><li>• provision of appropriate food safe attire</li><li>• appropriate signage</li><li>• regular workplace safety inspections</li><li>• effective notification procedures</li><li>• initiation of corrective actions where necessary.</li></ul>