

#### **About the Canteen**

The Chatswood Public School Canteen is open five days a week for morning tea and lunch (pre-order online) and a range of snacks (purchase over the counter). The Canteen is run by a parent subcommittee and is staffed by a manager and parent volunteers. Together, we are moving toward implementation of the NSW Healthy School Canteen Strategy. Proceeds from the Canteen are allocated to P&C funds to support services, facilities, and equipment for the school.

#### What Menu Items are Available?

The Canteen offers a range of healthy snacks and lunches. We are proud to include homemade items each day of the week, including daily special items such as pasta bolognese, macaroni and cheese, marinated chicken drumsticks, Hainan chicken with rice, veggie burgers, and nachos. The Canteen team has added menu items over the years, with input from school families.

#### **How Do We Place Canteen Orders?**

Recess (Morning Tea) and Lunch orders are placed via our online system, School24. Orders must be placed before 9:00am each day in order to be fulfilled; orders can be queued in advance. Many items have stock limits, so be sure to order in advance whenever possible.

#### How Do We Set Up a School24 Account?

Orders are placed online through School24. Families set up an account, and orders are debited online. Account balances are topped up by credit card payment; bank fees are charged for top-ups and orders. Register for an account at: www.school24.net.au | School ID 2527963

### **How Do Students Receive Canteen Orders?**

Orders are prepared fresh each day and served at the Canteen counters (Main Campus canteen, Bush Campus canteen near the office). Students collect their recess orders individually, and lunch orders are collected in a class tub by class monitors. Kindergarten students' orders are collected and distributed by a lunch duty teacher in the designated Kindergarten lunch COLA area. Students with pre-ordered frozen desserts can collect their order at the Canteen counter.

### What Happens if My Child is Sick and Misses an Order?

If possible, please void your order online prior to 9:00am that day. Otherwise, please contact the Canteen by 9:10am and we most likely can cancel your order and refund the charges. (Some items, such as sushi orders, are prepared by an outside vendor and those orders cannot be cancelled after 9:10am.)

# My Child Could Not Find Her/His Order in the Class Tub – What Do We Do?

Please ask your child(ren) to come to the Canteen counters immediately if they cannot find their recess or lunch order. We will do our utmost to help track down the order, or offer the best alternative available at that time. Please email the Canteen staff if you learn of any issues.

# **Canteen FAQs**

### What is Canteen Fun Day?

Once a term, we offer a Canteen Fun Day which features special items not typically available. Previous Fun Day menus have included sausage sizzle, pizza, and sorbet. Fun Days require additional volunteers, as we prepare a high number of orders above and beyond the typical order quantity. Many students participate in Fun Day orders, even if they do not order frequently from the Canteen.

### My Child Has Allergies – Does the Menu Meet Our Needs?

Healthy food keeps children alert and focused and gives them the nutrition they need each day. If your child brings her/his own lunch to school, you can help by packing food that is interesting and nutritious. We provide nut-free food, as we do have students with severe nut allergies. The Canteen menu also includes vegetarian items, and non-dairy or egg-free options. At this time, we are not able to provide gluten-free guarantees due to facility constraints. Please indicate any allergies or dietary needs on your child's School24 account profile, in the Comments section.

### **How Can We Provide Feedback on Canteen Offerings?**

We welcome constructive feedback from students and families regarding the Canteen. We are dedicated to continuous improvement in our offerings and our service, as well as effective processes and support for Canteen staff and volunteers. Please drop by the Canteen, or contact us via email: canteen@chatswoodpublicpandc.org.au

# **How Can Parents/Carers Get Involved?**

Volunteer in the Canteens on a School Day

We count on volunteers each school day to help organise orders and prepare recess/lunch offerings, as well as assist in keeping the canteen clean and tidy. Join us any day of the week for any period of time, 8:30am-3:00pm; even 30 minutes will make a difference!

## Join the Menu Development Subcommittee

The subcommittee works to improve and/or expand on our menu with an eye toward flavour and nutrition. The Canteen team has added menu items over the years with input from school families; we even feature some recipes developed by school parents, staff, and carers. Contact us at: canteenconvenor@chatswoodpublicpandc.org.au

# Join the Canteen Subcommittee

Ready to contribute on a long-term basis to the Canteen and the school community? The subcommittee meets once per term, and also includes *ad hoc* volunteering in a range of roles: volunteering in the Canteen and at Canteen Fun Days, updating the menu and pricing, strengthening Canteen systems. Contact us at: canteenconvenor@chatswoodpublicpandc.org.au

### **Contact Us**

Web: www.chatswoodps.nsw.edu.au/canteen.html Email: canteen@chatswoodpublicpandc.org.au

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