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# THE NSW HEALTHY SCHOOL CANTEEN STRATEGY

FOOD AND DRINK BENCHMARK



# Acknowledgements

The Working Group that has overseen the development of the revised NSW Healthy School Canteen Strategy was comprised of representatives from the NSW Department of Education, NSW Ministry of Health, The Association of Independent Schools of NSW, and the NSW Catholic Education Commission.

We acknowledge the contribution that these and other individuals and organisations have made to the development of the revised Strategy.

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# The NSW Healthy School Canteen Strategy

The NSW Healthy School Canteen Strategy aims to support student health by providing access to healthy foods and drinks to make the healthy choice, the easy choice. The Strategy addresses school canteens across NSW to support healthy growth and development of children.

The Strategy is just one of a host of Healthy Children Initiative programs and strategies which form part of the NSW Government's commitment to reducing childhood overweight and obesity<sup>1</sup>.

All schools in NSW are supported by the NSW Healthy School Canteen Strategy. All NSW public schools are required to transition to the Strategy by the end of 2019. Independent and Catholic Schools are strongly encouraged to adopt the Strategy.

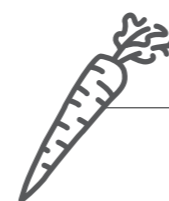
For more detailed information on the NSW Healthy School Canteen Strategy including tools to help you, visit the website <https://healthyschoolcanteens.nsw.gov.au>

## Why do we need a NSW Healthy School Canteen Strategy and Food and Drink Benchmark?

In 2015, twenty two percent of children aged 5-16 years in NSW were overweight or obese. In the same year the NSW Government released key targets, one of which was a priority to reduce overweight and obesity by 5% by 2025.

Healthy eating is important as it provides students with the essential energy and nutrients they need to learn, play and grow. Children need to eat healthier foods and drinks to meet their recommended requirements. Healthy habits for life are set up in childhood – overweight children are more likely to go on to become overweight or obese adults with an increased risk of serious chronic health problems.

### CHILDREN NEED HEALTHIER FOOD AND DRINK OPTIONS:



More VEGETABLES



35%

of what children eat is unhealthy foods and drinks such as cakes, biscuits, sugary drinks and confectionery<sup>2</sup>



More FRUIT



3 in 10

are drinking a can of sugary drink each day<sup>3</sup>



More YOGHURT, CHEESE & MILK (and alternatives)



3 in 10

are eating salty snacks each day<sup>2</sup>

1. NSW Government. NSW State Health Plan: Towards 2021. <http://www.health.nsw.gov.au/statehealthplan/Publications/NSW-state-health-plan-towards-2021.pdf>  
2. Refers to percentage of kilojoule intake from discretionary foods and drinks. Australian Bureau of Statistics (2014) 4364.0.55.007 - Australian Health Survey: Nutrition First Results - Foods and Nutrients, 2011-12  
3. NSW Population Survey 2014. [www.healthstats.nsw.gov.au](http://www.healthstats.nsw.gov.au)



# The Food and Drink Benchmark

The new Food and Drink Benchmark underpins the NSW Healthy School Canteen Strategy and provides an outline for a healthy school canteen. It applies to all food and drink provided in NSW school canteens and vending machines.

The focus of the Food and Drink Benchmark is to support a culture of healthy food in schools by supporting NSW school canteens to:

- Promote and increase student access to healthy foods and drinks
- Decrease student access to unhealthy foods and drinks
- Support students to drink water in preference to sugary drinks
- Make the healthy choice, the easy choice.

## The new Food and Drink Benchmark – What has changed?

The new Food and Drink Benchmark has been developed to align with the latest Australian Dietary Guidelines (2013) and to incorporate the Health Star Rating national front-of-pack labelling system.

The Benchmark replaces the traffic light-based criteria (green, amber and red) in the previous **Fresh Tastes @ School Strategy** (2004). Schools who have worked hard to achieve a healthy school canteen will find that the language of the new Food and Drink Benchmark may be a little different but the basic principles remain the same.

Other Australian states and territories use the traffic light-based criteria. Both the traffic light-based criteria and the new **NSW Healthy School Canteen Strategy: Food and Drink Benchmark** achieve the same outcome of helping provide healthier foods and drinks in school canteens and are based on the principles of the Australian Dietary Guidelines.

More information about what has changed from the traffic light-based criteria (green, amber and red) can be found on the website <https://healthyschoolcanteens.nsw.gov.au>



## The Australian Dietary Guidelines

The Australian Dietary Guidelines form the basis of the Food and Drink Benchmark for healthy school canteens.

The Australian Dietary Guidelines provide the following advice:

- **To achieve and maintain a healthy weight, be physically active and choose amounts of nutritious foods and drinks to meet your energy needs.**
- **Enjoy a wide variety of nutritious foods from the five food groups every day and drink plenty of water.**
- **Limit intake of foods containing saturated fat, added salt and added sugars.**

The Australian Guide to Healthy Eating illustrates the Australian Dietary Guidelines by using a pictorial guide, shown below. It shows the food groups and the proportions of each needed for a healthy, balanced diet. The foods on the plate (inside the circle) are **'Everyday' foods** while those down on the bottom-right are **'Occasional' foods** which should only be consumed sometimes and in small amounts.

A healthy school canteen will provide mainly **Everyday** food and drink choices. **Occasional** foods will be limited and sugary drinks should not be sold in school canteens and vending machines at any time.

## THE AUSTRALIAN GUIDE TO HEALTHY EATING



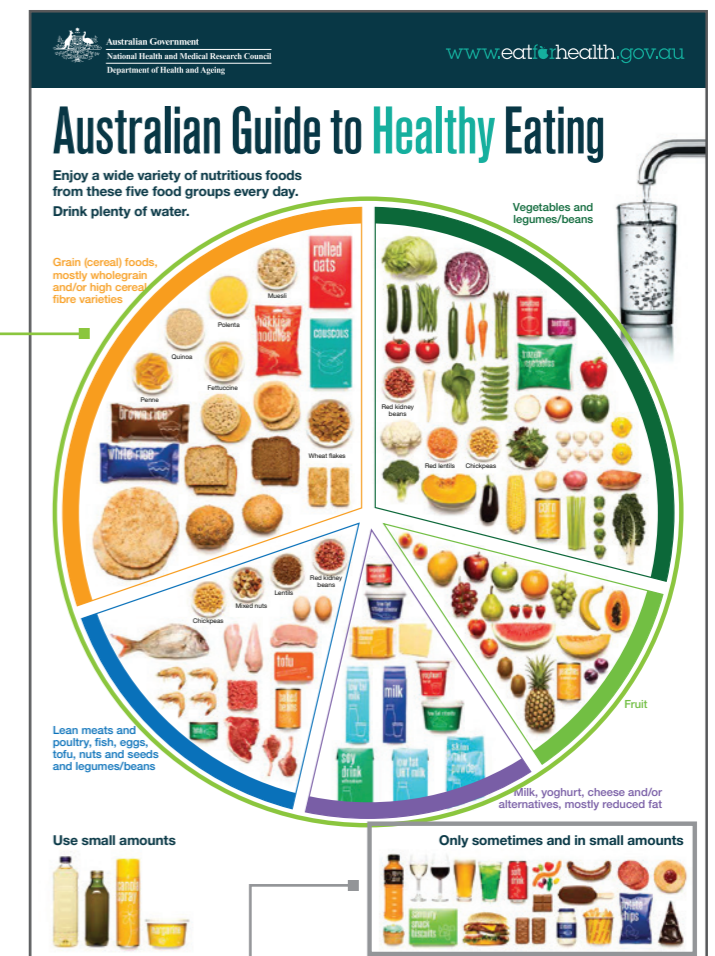
### EVERYDAY FOODS AND DRINKS

- **Foods to eat every day**  
Fill at least ¾ of your menu with a range of these healthy foods and drinks from the five food groups or meals made from them.



### OCCASIONAL FOODS AND DRINKS

- **Foods to eat only sometimes and in small amounts.** Mostly foods high in saturated fat, sugars and/or salt and often with little nutritional value. They are not needed as part of a healthy diet.
- Provide only the healthiest choices in school canteens – those with a Health Star Rating of 3.5 stars and above<sup>^</sup> – and limit them to no more than ¼ of the menu.





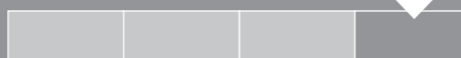




Source: National Health and Medical Research Council

NOTE: The Australian Guide to Healthy Eating is a guide for the general population. Check your school's policy regarding food allergens. Please refer to your relevant education anaphylaxis procedures.  
<sup>^</sup>See pages 12-13 for more information about how to select the healthiest choices of **Everyday** and Occasional foods.

# The Minimum Food and Drink Benchmark

The table below represents the Minimum Food and Drink Benchmark which underpins the NSW Healthy Canteen Strategy. The following pages provide more information about how to achieve the Benchmark and a four step guide.

From Term 1, 2017 schools will be invited to start working towards meeting the Minimum Food and Drink Benchmark in consultation with their school communities. We recognise that some school canteens might already be meeting this Benchmark and may wish to consider going further to achieve healthier results.

MINIMUM FOOD AND DRINK BENCHMARK FOR NSW SCHOOL CANTEENS AND VENDING MACHINES		
	EVERYDAY FOODS AND DRINKS	OCCASIONAL FOODS AND DRINKS
	<p>¾ of the menu</p> 	<p>¼ of the menu</p> 
	No Health Star Rating to be applied to Everyday foods and drinks	A Health Star Rating of 3.5 Stars and above to be applied to all Occasional foods
	Portion limits for flavoured milk, juices and hot meals	Portion limits for all Occasional foods and drinks
	Display, price favourably, promote and advertise Everyday choices	Occasional foods and drinks are not promoted, advertised or displayed in prominent positions
	Sugary drinks should not be sold in NSW school canteens and vending machines	

## The four step guide to a healthy school canteen

The four steps below provide a brief outline of the Food and Drink Benchmark and which pages to turn to for more information.



### 1. DETERMINE IF THE FOOD, DRINK OR MEAL IS EVERYDAY OR OCCASIONAL

- **Everyday** foods are those made from foods in the five food groups. **Everyday** drinks are water and milk.
- **Occasional** foods and drinks are mostly high in saturated fat, sugars and/or salt and often with little nutritional value. **For more information see pages 10-11.**



### 2. SELECT THE HEALTHIEST CHOICES OF EVERYDAY AND OCCASIONAL

- Buy or make your own meals and snacks that include plenty of healthy foods such as vegetables, fruit, whole grains, lean meats, poultry, fish, eggs and reduced-fat dairy.
- Select only **Occasional** foods and drinks with a Health Star Rating 3.5 stars and above. **For more information on the Health Star Rating see page 13.**
- Apply portion limits to all **Occasional** foods and drinks and to **Everyday** flavoured milk, juice and hot meals only.
- Sugary drinks should not be sold in school canteens and vending machines.



### 3. BALANCE YOUR MENU WITH ¾ EVERYDAY AND ¼ OCCASIONAL

- Include all foods and drinks for sale on the menu.
- **Everyday** foods and drinks should make up at least ¾ of each section of the menu.
- **Occasional** foods and drinks should make up no more than ¼ of each section of the menu. **For more information on balancing your menu see page 14-16.**



### 4. MARKET AND PROMOTE HEALTHIER CHOICES

- Display, price favourably, promote and advertise **Everyday** foods and drinks. The overall goal is to make **Everyday** foods stand out and sell well. **For more information see pages 17-19.**



### ★ WHAT WILL A HEALTHY SCHOOL CANTEEN LOOK LIKE?

- Use this checklist to support your school canteen to be healthy. **For more information see page 20.**





# Step 1. Determine if the food, drink or meal is **Everyday** or Occasional

## EVERYDAY FOODS AND DRINKS

**Everyday** foods and meals are those made from foods in the five food groups. **Everyday** drinks are water and milk.

- Vegetables and legumes/beans
- Fruit
- Grain (cereal) foods such as bread, rice, pasta and breakfast cereals. Choose mostly wholegrain and/or high cereal fibre varieties.
- Lean meats and poultry, fish, eggs, tofu.
- Milk, yoghurt and cheese (and alternatives). Choose mostly reduced fat varieties.

**Everyday** foods and drinks can be fresh or packaged.

For examples of **Everyday** foods, drinks and meals see the *Menu Ready Reckoner*, page 24.

## OCCASIONAL FOODS AND DRINKS

**Occasional** foods and drinks are mostly high in saturated fat, sugars and/or salt and often with little nutritional value. They are not needed as part of a healthy diet and should be eaten only sometimes and in small amounts. Only the healthiest versions of these foods (Health Star Rating of 3.5 stars and above) should be sold in school canteens.

To learn more about choosing the healthier versions of these foods and drinks, see pages 12-13.

Examples include: pies, sausage rolls, cakes, muffins, biscuits, ice cream, muesli bars, potato wedges, chicken nuggets, salami, chocolate and confectionery, salty snacks, chips and pretzels.

**Sugary drinks should not be sold in NSW schools.**

For more examples of **Occasional** foods, drinks and meals see the *Menu Ready Reckoner*, page 24.

## PACKAGED FOODS

Both fresh and read-to-eat packaged varieties of **Everyday** and **Occasional** foods can be sold in school canteens. Packaged foods include all tinned, frozen, plastic wrapped and cardboard packaged foods.

Tinned and frozen varieties of fruit and vegetables are a value for money and shelf-stable choice that can be just as healthy as fresh varieties. Examples include, fruit tinned in juice, no added salt or reduced-salt tinned tomatoes or tinned legumes (chickpeas, lentils or kidney beans), frozen stir-fry vegetable mixes and frozen spinach.

Other examples of **Everyday** packaged, shelf-stable foods include rice, pasta, wholegrain crackers and UHT (long-life) milk. For more examples of packaged foods and what to look for to make the healthiest choice, see the *Menu Ready Reckoner* on page 24.



## Making Occasional meals and snacks using your own recipes

**Occasional** foods and drinks (e.g. cakes, biscuits, muesli bars) are always categorised as **Occasional** – even if you make them yourself in the canteen. For more examples of **Occasional** foods see the *Menu Ready Reckoner* on page 24.

## What if I combine **Everyday** and Occasional foods?

Adding an **Occasional** food (e.g. crumbed chicken tenders) to an **Everyday** food (e.g. wholemeal bread) makes the end product (crumbed chicken tender sandwich) **Occasional**. Try making sandwiches healthier with **Everyday** foods and fillings instead, such as lean skinless chicken, tuna, lean beef, egg or hummus (and don't forget to add salad).

**Everyday food + Occasional food = Occasional meal or snack**

Banana + frozen berries + icecream = **Occasional smoothie**

Wholemeal roll + sausage = **Occasional sausage sandwich**

**Everyday food + Everyday food = Everyday meal or snack**

Banana + frozen berries + yoghurt = **Everyday smoothie**

Wholemeal bread + lean skinless chicken & salad = **Everyday sandwich**

## MAKING **EVERYDAY** MEALS AND SNACKS USING YOUR OWN RECIPES

Follow this equation to ensure that recipes used for meals and snacks in the school canteen are **Everyday**:

### Healthy **Everyday** foods

e.g. vegetables, fruit, whole grains, lean meats, poultry, fish, eggs and reduced-fat dairy.



Ingredients from the **Essentials Shopping List**, see pages 38-39.

The **Essentials Shopping List** is a list of pantry and fridge ingredients which can be used to make **Everyday** meals and snacks. Examples of Essential items include condiments, sauces, margarine, spreads (e.g. jam), baking products, dressings and seasonings.



**Everyday** meal or snack.



## Tools available to be downloaded

**NSW Healthy School Canteen website** <https://healthyschoolcanteens.nsw.gov.au>

- List of **Everyday** foods
- List of **Occasional** foods
- **Flow chart guide** to making your own **Everyday** and **Occasional** recipes

**NSW Healthy Kids website** [www.healthykids.nsw.gov.au](http://www.healthykids.nsw.gov.au)

- **Online database** that classifies food as **Everyday** or **Occasional** and provides a Health Star Rating. *To be launched in 2017.*
- **A new NSW Buyer's Guide for canteen managers** which has information on a range of products that meet the Food and Drink Benchmark.



## Step 2. Select the healthiest choices of **Everyday** or Occasional

A healthy school canteen offers mostly **Everyday** foods and drinks – these provide the nutrients necessary for student health and wellbeing.

Within the overall categories of **Everyday** and **Occasional**, some foods and drinks are better choices than others – and it's also important to get the portion sizes right.

### A HEALTHY SCHOOL CANTEEN WILL:



Provide the healthiest versions of **Occasional** foods with a Health Star Rating (HSR) of 3.5 stars and above and also limit them to no more than ¼ of the menu. For more information on the Health Star Rating, see page 13.



Get the portion sizes right. There are recommended portion sizes for **all Occasional** foods and drinks and some **Everyday** foods and drinks (flavoured milk, juices and hot meals). See **Menu Ready Reckoner** on pages 24-37.



Buy or make your own meals and snacks that include plenty of healthy foods such as vegetables, fruit, whole grains, lean meats, poultry, fish, eggs and reduced-fat dairy.



**SUGARY DRINKS SHOULD NOT BE SOLD IN NSW SCHOOL CANTEENS AND VENDING MACHINES.**

When making healthier **Occasional** food and drink choices in a canteen you should be able to find the following **Occasional** packaged foods with a Health Star Rating of 3.5 and above; pies, sausage rolls, ice-cream, muesli bars, potato wedges, crumbed/coated chicken, salami, salty snacks, chips and pretzels.

However, few, if any, of these **Occasional** foods are likely to be available with a Health Star Rating of 3.5 and above; cakes, sweet biscuits, pastries, chocolate and confectionery.



### What is the health star rating?

The Health Star Rating System is a quick and easy way to compare the nutrient content of similar packaged foods. It scores the overall nutritional content of packaged foods and rates them from ½ a star to 5 stars. The more stars the healthier the choice.

Only **Occasional** foods and drinks with a Health Star Rating of 3.5 stars and above should be sold in school canteens.

### How are the Health Star Ratings calculated?

Foods are given a Health Star Rating based on their energy (kilojoule) content, as well as a balance of less healthy nutrients (saturated fat, salt and sugar) and more healthy nutrients (dietary fibre, protein and proportion of fruit, vegetable, nut# and legume content).

Some **Occasional** foods will have a high Health Star Rating because they are a healthier version of the product, but this does not necessarily mean they are healthy and should be consumed regularly. **Everyday foods are still the best choices for a healthy diet.**

### What doesn't it do?

The Health Star Rating is based on nutritional information per 100g (or 100ml for liquids) and not portion (serving) size so it tells you how healthy a product is, but doesn't tell you **how much** is healthy to eat. To account for this, the Food and Drink Benchmark will include maximum portion size limits for relevant product categories.

The maximum portion size limits are listed in the **Menu Ready Reckoner**, see page 24.

### How can I find the Health Star Rating of a product?

There are websites and mobile phone apps available where you can obtain Health Star Rating information for a range of products such as [www.foodswitch.com.au](http://www.foodswitch.com.au).

The Health Star Rating system applies only to packaged foods, so fresh foods like meat from the butcher or fresh vegetables from the supermarket are not included. Most of these foods are **Everyday** foods.

For more information visit the Health Star Rating website [www.healthstarrating.gov.au](http://www.healthstarrating.gov.au)



### Tools available to be downloaded

**NSW Healthy School Canteen website** <https://healthyschoolcanteens.nsw.gov.au>

- **Visual portion guide** – a pictorial guide to understanding and checking maximum portion size limits.

**NSW Healthy Kids website** [www.healthykids.nsw.gov.au](http://www.healthykids.nsw.gov.au)

- **Online database** that classifies food as **Everyday** or **Occasional** and provides a Health Star Rating. *To be launched in 2017.*
- **A new NSW Buyer's Guide** for canteen managers which has information on a range of products that meet the Food and Drink Benchmark.

# Check your school's policy regarding food allergens. Please refer to your relevant education anaphylaxis procedures.





## Step 3. Balance your menu with $\frac{3}{4}$ **Everyday** and $\frac{1}{4}$ Occasional

Schools should offer mostly **Everyday** foods and drinks which provide essential nutrients necessary for student health and wellbeing. Promoting and providing more **Everyday** foods and drinks on the menu will help to improve the purchase of **Everyday** foods and drinks.

Structure your menu to encourage children to eat a variety of nutritious foods:

1. Provide a variety of both cold and hot foods
2. Provide a variety of both freshly prepared and packaged meals and snacks.

### DOING THE MATHS

1. List all foods and drinks for sale on the menu, including all 'on the counter' products.

- Each flavour and portion size should be listed as separate foods or drinks e.g. list each different flavour of popcorn on your menu.

2. Keep a list of all foods and drinks on the menu in each section, for example:

- Breakfast
- Hot food
- Cold food
- Snacks
- Drinks
- Frozen

3. Count the **Everyday** and Occasional foods and drinks in each section. Colour coding the **Everyday** products green can help.

NOTE: Make sure you count each flavour and portion size of the same food or drink e.g. if there are three different flavours of popcorn on your menu, these will be counted as 3 separate foods on the menu.

4. Balance the menu to ensure at least  $\frac{3}{4}$  of the foods and drinks are **Everyday**. **You should keep this balance in each section of the canteen menu.**

### HOW DO I BALANCE A HEALTHY CANTEEN?

A healthy canteen menu should contain at least  $\frac{3}{4}$  **Everyday** foods and drinks in each section of the menu. An example of a healthy snacks and hot food section of a menu is provided below:

#### SNACKS

1. Plain air-popped popcorn **Everyday**
2. Plain yoghurt **Everyday**
3. Flavoured yoghurt **Everyday**
4. Piece of seasonal fruit **Everyday**
5. Wholegrain crackers and cheese **Everyday**
6. Salty snack – 3.5 stars and above **Occasional**

There are 5 **Everyday** snack foods out of 6 total snack foods.  
 $5 \div 6 =$  more than 75% ( $\frac{3}{4}$ ) of this section of the menu is **Everyday**.

#### HOT FOOD

1. Lean beef lasagne **Everyday**
2. Lean skinless chicken burrito with rice and vegetables **Everyday**
3. Chicken nuggets **Occasional**
4. Uncoated veggie pattie burger **Everyday**

There are 3 **Everyday** foods out of 4 total hot foods.  
 $3 \div 4 =$  75% ( $\frac{3}{4}$ ) of this section of the menu is **Everyday**.



Tools available to be downloaded from the NSW Healthy School Canteen website at <https://healthyschoolcanteens.nsw.gov.au>

- **Sample menus** – for primary, secondary and Kindergarten to Year 12 (K-12) schools for various canteen facilities showing at least  $\frac{3}{4}$  **Everyday** foods and drinks.





## Step 4. Market and promote healthier choices



**EVERYDAY**  
FOODS AND DRINKS

**Display, price favourably, promote, advertise**  
Make prominent, include in meal deals and specials



**OCCASIONAL**  
FOODS AND DRINKS

**Do not promote, advertise or display in prominent positions**

Good marketing can ensure the financial success and healthiness of your school canteen. The overall goal is to make **Everyday** foods stand out and sell well. You can do this by addressing the four Ps of marketing: product, price, place and promotion.

Marketing is getting the right **PRODUCT** in the right **PLACE** at a favourable **PRICE** using the right **PROMOTION** to attract customers who will buy.

A healthy canteen uses marketing to attract customers to healthier **Everyday** green foods:

- **Product:** ensure at least ¾ of your menu is filled with a range of **Everyday** foods and drinks.
- **Place** in prominent positions. Display **Everyday** foods and drinks at the front of displays at eye level in fridges and on shelves or on the counter top. Only **Everyday** foods and drinks should be sold at the point of sale – next to cash registers or where money is exchanged.
- **Price:** Include **Everyday** foods and drinks in meal deals or specials.
- **Promotion:** **Everyday** foods and drinks are promoted in advertising and via commercial branding on signage and displays.

The next page has an example of a healthy school canteen that has used the 4 P's of marketing.



Tools available to be downloaded from the NSW Healthy School Canteen website at <https://healthyschoolcanteens.nsw.gov.au>

- A Marketing tips checklist – provide ideas and suggestions
- Suggested healthy meal deals and combos

## Example healthy menu – at least ¾ Everyday

Fill your menu with at least ¾ **Everyday** and no more than ¼ **Occasional** food or drink in each section. Check portion sizes and that **Occasional** foods have a Health Star Rating of 3.5 stars and above.

25 total foods and drinks on the menu: 21 **Everyday** foods and drinks & 4 **Occasional** foods and drinks. 21 **Everyday** + 25 total = more than 75% (¾) **Everyday**

### Cold lunches

5 **Everyday** + 5 total = more than 75% (¾) **Everyday**

#### Sandwiches

(Preferably wholegrain or high-fibre bread)

- 1 Yeast spread and margarine
- 2 Chicken with lettuce and mayo
- 3 Ham and salad
- 4 Egg and salad

#### Salads

- 5 Mixed salad with egg

#### Optional Extras<sup>1</sup>

- Extra salad (tomato, lettuce, cucumber)
- Avocado
- Cheese

<sup>1</sup> Do not count towards ¾ of the menu – only **Everyday** foods should be available as "optional extras".

### Hot lunches

4 **Everyday** + 5 total = more than 75% (¾) **Everyday**

- 1 Lean beef lasagne
- 2 Veggie and chicken pasta in tomato based sauce
- 3 Flavour of the day soup
- 4 Flavoured chicken tenders (baked)
- 5 Lean beef burger

### Daily snacks

4 **Everyday** + 5 total = more than 75% (¾) **Everyday**

- 1 Yoghurt: Fruit
- 2 Yoghurt: Plain
- 3 Plain air popped popcorn
- 4 Fruit – whole piece (any variety)
- 5 Pretzels

### Drinks

5 **Everyday** + 6 total = more than 75% (¾) **Everyday**

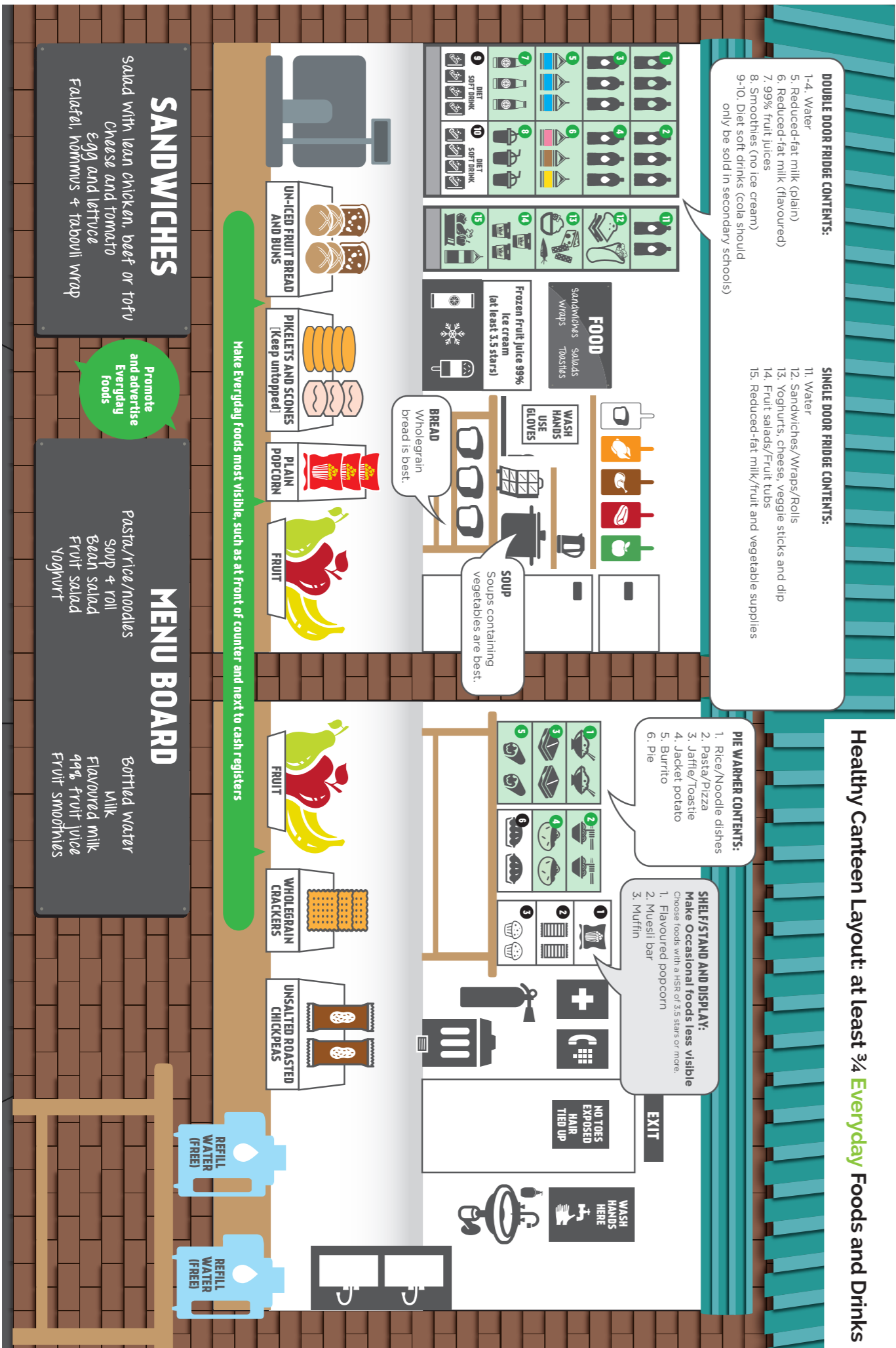
- 1 Water (plain, still)
- 2 Milk (plain)
- 3 Strawberry milk
- 4 Chocolate milk
- 5 Orange fruit juice (99% juice)
- 6 Diet lemonade soft drink

### Frozen snacks

3 **Everyday** + 4 total = 75% (¾) **Everyday**

- 1 Fruit pieces frozen
- 2 Orange fruit juice 99% frozen slushie
- 3 Canteen-made smoothie pop
- 4 Packaged ice cream

For more examples of healthy canteen menus for different school canteen types and sizes are available on the website <https://healthyschoolcanteens.nsw.gov.au>



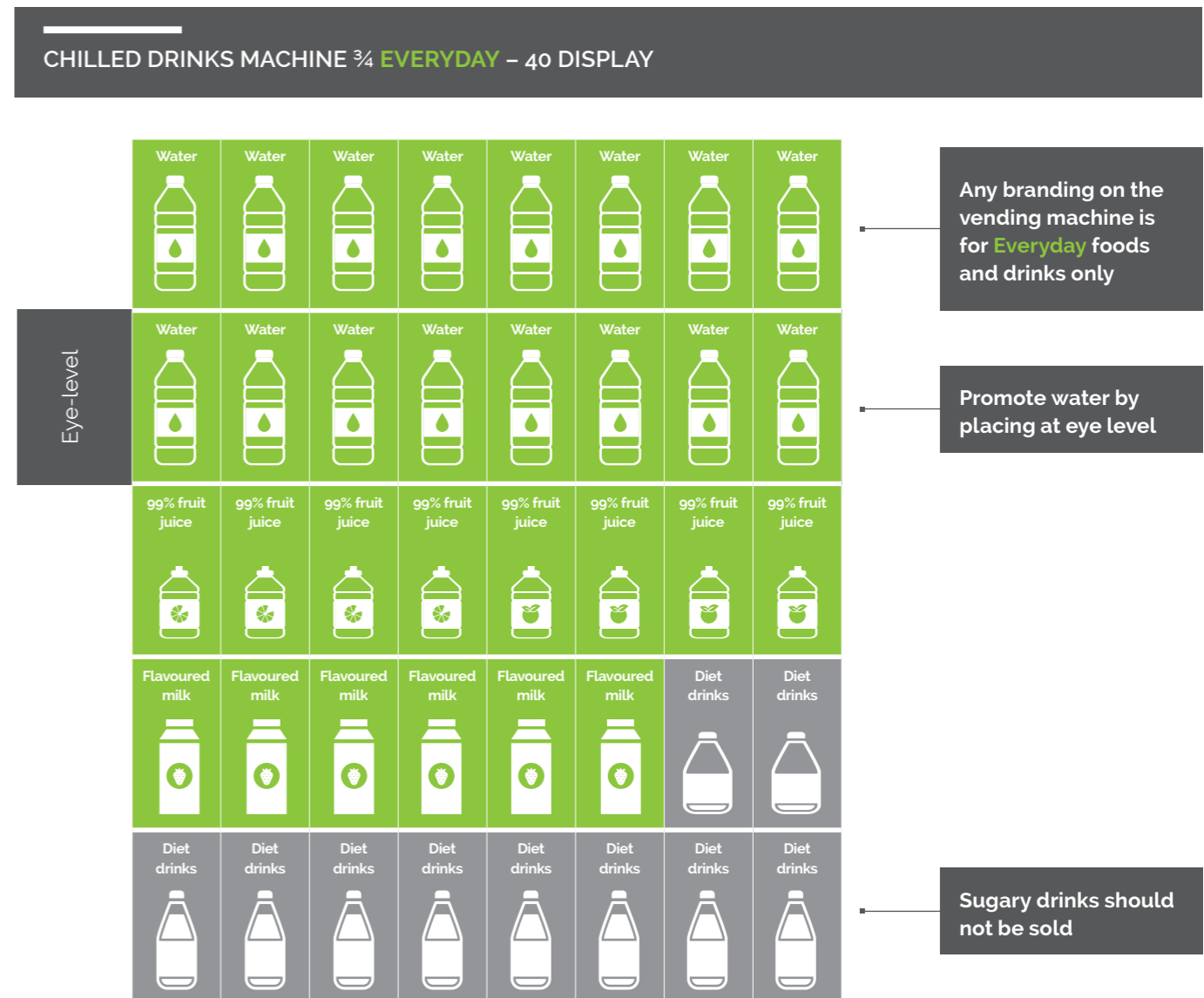
Healthy Canteen Layout: at least ¾ Everyday Foods and Drinks

### Healthy vending machines in schools: at least ¾ Everyday foods

Some schools will have vending machines as well as or instead of a canteen. Schools should apply the **Minimum Food and Drink Benchmark to vending machines:**

- Promote **Everyday** food and drinks in vending machines by filling each machine with at least ¾ **Everyday** foods and drinks. The following planogram provides an example of a healthy drinks vending machine.

- There will be plenty of **Everyday** foods or drinks varieties to choose from to fill chilled drink vending machines or vending machines that are refrigerated. However, there may be a limited range of products available for ambient (non-refrigerated) food and snack vending machines. Aim to fill at least 60% of these machines with **Everyday** foods and snacks.





# What will a healthy school canteen look like?

Use the following checklist to support your school canteen to be healthy. Some of these actions may be easier to implement than others, but schools can work towards meeting all of them.

Some school canteens may already be meeting the Minimum Food and Drink Benchmark and may wish to consider going further to achieve healthier results.

## HEALTHY CANTEEN CHECKLIST

Use the following checklist to support your school canteen to be healthy:

- Sugary drinks are not for sale.
- Each section of the menu is comprised of at least  $\frac{3}{4}$  **Everyday** foods or drinks.
  - Start with the 'hot food' and 'snack' sections of your menu.
- Occasional** foods for sale have a Health Star Rating of 3.5 stars and above.
  - Start with packaged foods such as salty snacks, confectionery and frozen ice snacks.
- Portion sizes are followed.
  - Start with foods such as meat pies (maximum 180g) and muffins (maximum 80g).
- Everyday** foods are promoted in advertising, meal deals and specials and via commercial branding on signage and displays.
- Occasional** foods are not placed at the point of sale (next to cash registers or where money is exchanged) or at eye level on shelves or counters.



# Frequently asked questions

## Are foods that were previously 'amber' or 'red' under the old Fresh Tastes @ School Strategy now Occasional?

The new Food and Drink Benchmark includes two categories – **Everyday** and **Occasional**. In general, **Everyday** foods and drinks replace the old 'green' category and **Occasional** foods and drinks replace the old 'amber' and 'red' category. The Health Star Rating replaces the traffic light-based criteria that determined if a product was 'amber' or 'red'. Only **Occasional** foods with a Health Star Rating of 3.5 stars and above can now be sold. In practice, this will mean that many 'amber' foods can still be sold, but most 'red' foods will not be able to be sold as they have a Health Star Rating of less than 3.5 stars.

'Red food days' are not part of the revised *NSW Healthy School Canteen Strategy*.

## How do I find the Health Star Rating of foods and drinks when it is not on the packet?

To meet the Minimum Food and Drink Benchmark, only **Occasional** products with a Health Star Rating of 3.5 and above should be sold. To determine the Health Star Rating of a food or drink product:

- There are websites and mobile phone apps available where you can obtain Health Star Rating information for a range of products such as [www.foodswitch.com.au](http://www.foodswitch.com.au).
- The NSW Buyer's Guide provides a range of **Everyday** and **Occasional** products with a Health Star Rating of 3.5 stars and above. The guide is available on the Healthy Kids website, [www.healthykids.nsw.gov.au](http://www.healthykids.nsw.gov.au).

NOTE: Fresh, unpackaged foods such as meat from the butcher and fruit or vegetables from the supermarket will not have a Health Star Rating. Most of these foods are **Everyday** foods.

An online searchable database is being developed to provide information on foods and drinks sold in school canteens. The database will show if a food or drink is **Everyday** or **Occasional** and its Health Star Rating. This is expected to be available towards the end of 2017.

## How do I fill my menu with **Everyday** foods when I do not have facilities to prepare foods in my school canteen?

Both fresh and ready-to-eat packaged varieties of **Everyday** foods can be sold in school canteens. The *Menu Ready Reckoner*, (page 24), provides plenty of examples to choose from to suit your canteen facilities and staffing.

To download additional copies of the *Menu Ready Reckoner* go to <https://healthyschoolcanteens.nsw.gov.au>.

## How can I check the portion sizes of my food or meal if I do not have a set of kitchen scales?

The *Visual Portion Guide* shows you the maximum portion size limits of foods commonly sold in school canteens in pictorial form so that you don't have to weigh them. To use the guide, print or view scale to 100% to see the actual maximum portion size limit.

To download a copy of the *Visual Portion Guide* go to <https://healthyschoolcanteens.nsw.gov.au>

## How do I apply the Food and Drink Benchmark to foods and drinks for special diets?

School canteens often need to provide food or drink products for children with special dietary needs e.g. gluten-free or lactose-free products. School canteens should aim to provide the healthiest versions of these foods and drinks. In some **Occasional** food groups, special diet foods may not be available with a Health Star Rating of 3.5 stars and above. In these instances, special diet foods should be available for children who require them regardless of their Health Star Rating.



# Support and more information

The NSW Healthy School Canteens Website has more tools, resources and information:  
<https://healthyschoolcanteens.nsw.gov.au>

For support to implement the Healthy School Canteen Strategy:

- Please contact your Local Health District Health Promotion Officer [www.healthykids.nsw.gov.au](http://www.healthykids.nsw.gov.au) or the Healthy Kids Association [www.healthy-kids.com.au](http://www.healthy-kids.com.au).
- For practical tips, recipes and more - Healthy Kids Association: [www.healthy-kids.com.au](http://www.healthy-kids.com.au)
- For information on healthy eating and physical activity to share with the school community visit [www.healthykids.nsw.gov.au](http://www.healthykids.nsw.gov.au)

For relevant education anaphylaxis procedures:

- NSW Department of Education Anaphylaxis Procedures for Schools  
<https://educaiton.nsw.gov.au/wellbeing-and-learning/health-andphysical-care/health-care-procedures.allergies>
- The Association of Independent Schools of NSW Anaphylaxis Guidelines for NSW Independent Schools  
<https://www.aisnsw.edu.au/Services/PL/Resources/Pages/Health-Information.aspx>
- Catholic Education Commission NSW Anaphylaxis Procedures for NSW Catholic Schools  
<http://www.cecsw.catholic.edu.au/dbpage.php?pg=Anaphylaxis>

For more information about food safety and food hygiene:

- Food Authority NSW: <http://www.foodauthority.nsw.gov.au/retail/school-canteens>



# Appendix 1– Fact sheet: sugary drinks

**Sugary drinks (also known as sugar-sweetened beverages) should not be sold in NSW school canteens or vending machines.**

**Sugary drinks have been banned in NSW public schools since 2007. The Catholic Education Commission NSW and the Association of Independent Schools of NSW strongly support the NSW Healthy School Canteen Strategy in their schools.**

## What are sugary drinks?

Sugary drinks are those with any type of sugar added to them, except milk. These include drinks sweetened with regular sugar (sucrose), fructose, glucose, honey/syrup and fruit juice concentrates.

Examples include:

- Soft drinks such as cola, lemonade, ginger beer, lemon squash, orange fizz
- Flavoured waters (sparkling or still) or vitamin waters with added sugar
- Energy drinks
- Sports drinks, sports waters, glucose drinks
- Iced teas
- Fruit juice drinks (less than 99% juice), cordial, slushies
- Fruit juice with added sugar, sparkling fruit juice, apple cider
- Flavoured coconut water or plain coconut water with added sugar.

## Why shouldn't sugary drinks be sold in school canteens?

Sugary drinks contain energy (kilojoules) from added sugar with no nutritional value, and can contribute to excess weight gain in children. The World Health Organization (WHO) recommends less than 10% of total energy should come from free sugars<sup>1</sup>. Data from the Australian Health Survey (2011–12) found that ¾ of 9–18 year olds exceeded this recommendation, and sugary drinks were a significant source of sugar intake<sup>2</sup>. Many sugary drinks are also acidic, which can damage children's teeth.

## Water is the best drink for children.

Drinking water is the best way to quench thirst. Also, water doesn't have the sugar and energy (kilojoules) found in fruit juice drinks, soft drinks, sports drinks and flavoured mineral waters. Drinking water instead of sugary drinks can prevent dental problems, while the fluoride in tap water (and some bottled waters) can help strengthen teeth.

## What **Everyday** drinks should be provided instead?

- Tap water is the best drinking water for children
- Bottled waters are also suitable (for example, spring, mineral or sparkling)
- Plain waters infused with fruit/herb essence or flavouring only (no sugars and no intense sweeteners added) are suitable. These can be made in the canteen or commercially prepared
- Plain milk or milk alternatives (preferably reduced fat) with added calcium (e.g. soy or rice milks) are also healthy choices. Choose preferably reduced-fat varieties.

## Other **Everyday** drinks to enjoy in small amounts:

- Flavoured milk, milkshakes and smoothies, preferably reduced fat and no added ice cream, gelato or sorbet
- 99% fruit juice or vegetable juice including coconut water (no added sugar).

## What **Occasional** drinks can be provided?



**Occasional** drinks that can be provided include diet soft drinks and milkshakes made with ice-cream/gelato/sorbet (limit to no more than ¼ of the drinks section of the menu). For more examples see **Menu Ready Reckoner** on page 34.





1. World Health Organisation. Guideline: Sugars intake for adults and children. [www.who.int/nutrition/publications/guidelines/sugars\\_intake/en/](http://www.who.int/nutrition/publications/guidelines/sugars_intake/en/)  
2. Australian Bureau of Statistics (2014) 4364.0.55.007 - Australian Health Survey: Nutrition First Results - Foods and Nutrients, 2011-12

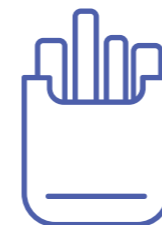


# Appendix 2– Menu Ready Reckoner

Meals, snacks and drinks that meet the **Minimum Food and Drink Benchmark** to help with menu planning.

 <b>Everyday cold foods</b> to fill your menu <span style="float: right;">  </span>		
Food (examples)	Freshly prepared on site	Packaged
<b>Sandwiches/wraps/rolls</b> <b>Everyday</b> fillings e.g. lean meat, tuna, salmon, skinless roast chicken, cheese, salad/vegetables (fresh or roasted), egg, uncoated falafel, or a thin spread of jam or yeast spread. All types of bread e.g. wholemeal, multigrain, white, rye, Turkish, Lebanese, lavash, focaccia, pita, tortillas, wraps, rolls, bagels, English muffins, crumpets, un-iced fruit bread and buns. Includes gluten-free varieties	Use <b>Everyday</b> fresh unpackaged or packaged foods from the 5 food groups plus ingredients from the <b>Essentials Shopping List</b>	Packaged versions of these foods may be provided.
<b>Sushi/rice paper rolls</b> <b>Everyday</b> fillings e.g. tuna, avocado, salmon, vegetables, tofu, uncoated lean meats	For an extra health boost include 1-2 types of different salad/vegetables (not including potatoes).	
<b>Salads</b> e.g. garden, pasta, bean, couscous, quinoa, egg, potato, coleslaw, tabouleh	Note: Lean ham may be included in <b>Everyday</b> cold foods.  There is no portion size restriction on these foods.	
<b>Frittata</b> (No pastry) <b>Everyday</b> fillings e.g. lean meat, tuna, salmon, roast chicken, cheese, vegetables		

 <b>Occasional cold foods</b> to limit to 1/4 of your menu <span style="float: right;">  </span>		
Food (examples)	Freshly prepared on site	Packaged
<b>Sandwiches/wraps/rolls/salads/sushi/frittata</b> containing <b>Occasional</b> fillings e.g. bacon, devon, sausages, salami, chicken roll, coated/crumbed meat (e.g. chicken schnitzel), seafood   <b>maximum portion size for Occasional fillings in these cold foods:</b> <b>60g processed meats</b> <b>140g crumbed/coated meats</b>	Serve with <b>Everyday</b> foods (eg vegetables, salad, wholegrain breads).  For suitable types of processed meats and crumbed/coated meats, see <b>Occasional</b> hot foods, pages 28-29.	Only use <b>Occasional</b> packaged fillings if they are   3.5 stars and above.



If you add **Occasional** food items, such as crumbed/coated meat, sausages or hot chips to an **Everyday** food, it automatically becomes an **Occasional** food.



## Everyday hot foods to fill your menu

3/4



Food (examples)	Freshly prepared on site	Packaged
<p><b>Toasties and open melts</b></p> <ul style="list-style-type: none"> <li>Containing <b>Everyday</b> fillings e.g. lean meat, tuna, salmon, skinless roast chicken, reduced-fat cheese, salad/vegetables (fresh or roasted), egg, un-coated falafel, baked beans, spaghetti</li> <li>All types of bread e.g. wholemeal, multigrain, white, rye, Turkish, Lebanese, lavash, focaccia, pita, tortillas, wraps, rolls, bagels, English muffins, crumpets, un-iced fruit bread and buns – includes gluten-free varieties</li> </ul>	<p>Use <b>Everyday</b> fresh unpackaged or packaged foods from the five food groups plus ingredients from the <b>Essentials Shopping List</b> on page 38.</p> <p>For an extra health boost, include a variety of vegetables/salad (not including potatoes) in each dish.</p> <p>Choose lean meats, and preferably reduced-fat dairy and wholegrains.</p> <p><b>Recipes:</b></p> <p>Added cheeses, oils, margarine spreads should be used sparingly.</p> <p>Do not deep fry.</p> <p>To assist you to work out if your recipes are <b>Everyday</b> or <b>Occasional</b>, use the <b>Recipe Flowchart</b> available to be downloaded from the NSW Healthy School Canteen website at <a href="https://healthyschoolcanteens.nsw.gov.au">https://healthyschoolcanteens.nsw.gov.au</a></p>	<p>If you would like to select a healthier packaged version, choose those that are</p>  <p>3.5 stars and above.</p>
<p><b>Soup</b></p> <p><b>Everyday</b> freshly prepared, canned, packet and ready-to-eat soups</p>		
<p><b>Pasta</b></p> <p><b>Everyday</b> maximum portion size 250g (primary schools) and 350g (secondary schools)</p> <p>Fresh and packaged e.g. lasagne (e.g. beef, chicken, vegetable) spaghetti bolognese, ravioli, macaroni and cheese, pasta bakes, canned spaghetti</p>		
<p><b>Pizza</b> (made on site)</p> <p><b>Everyday</b> maximum portion size 250g (primary schools) and 350g (secondary schools)</p> <p><b>Everyday</b> toppings e.g. skinless chicken, vegetables, pineapple, cheese, lean mince, mushrooms</p> <p>Thin crust or muffin/pita base, preferably wholemeal (Packaged/commercial pizza is <b>Occasional</b>, see page 30)</p>		
<p><b>Risotto &amp; flavoured rices</b></p> <p><b>Everyday</b> maximum portion size 250g (primary schools) and 350g (secondary schools)</p> <p>Fresh and packaged e.g. chicken risotto, mushroom risotto, vegetable risotto</p>		
<p><b>Indian</b></p> <p><b>Everyday</b> maximum portion size 250g (primary schools) and 350g (secondary schools)</p> <p>Fresh and packaged e.g. chicken tikka masala, vegetable curry, rogan josh, lentil dahl</p>		



## Everyday hot foods to fill your menu

3/4



Food (examples)	Freshly prepared on site	Packaged
<p><b>Asian – with rice or noodles</b></p> <p><b>Everyday</b> maximum portion size 250g (primary schools) and 350g (secondary schools)</p> <p>Fresh and packaged e.g. meat curry, vegetable curry, stir-fried vegetables, fried rice, stir fry with noodles (udon, egg, rice)</p>	<p>Use <b>Everyday</b> fresh unpackaged or packaged foods from the five food groups plus ingredients from the <b>Essentials Shopping List</b> on page 38.</p> <p>For an extra health boost, include a variety of vegetables/salad (not including potatoes) in each dish.</p> <p>Choose lean meats, and preferably reduced-fat dairy and wholegrains.</p> <p><b>Recipes:</b></p> <p>Added cheeses, oils, margarine spreads should be used sparingly.</p> <p>Do not deep fry.</p> <p>To assist you to work out if your recipes are <b>Everyday</b> or <b>Occasional</b>, use the <b>Recipe Flowchart</b> available to be downloaded from the NSW Healthy School Canteen website at <a href="https://healthyschoolcanteens.nsw.gov.au">https://healthyschoolcanteens.nsw.gov.au</a></p>	<p>If you would like to select a healthier packaged version, choose those that are</p>  <p>3.5 stars and above.</p>
<p><b>Mexican</b></p> <p><b>Everyday</b> maximum portion size 250g (primary schools) and 350g (secondary schools)</p> <p>e.g. burrito, fajitas and enchiladas (soft tortillas only - corn or wheat. Hard shell tortillas/tacos are <b>Occasional</b>, see page 29)</p>		
<p><b>Jacket (baked) potatoes</b></p> <p><b>Everyday</b> maximum portion size 250g (primary schools) and 350g (secondary schools)</p> <p>Cooked in their skin, split and served with a variety of <b>Everyday</b> toppings e.g. salad, tuna, baked beans, sweetcorn, lean meats, cheese</p>		
<p><b>Burger patties/rissoles/meatballs/falafel/veggie burger meals</b></p> <p><b>Everyday</b> maximum portion size 250g (primary schools) and 350g (secondary schools)</p> <p>Uncoated patties e.g. lean beef, lean skinless chicken, fish, vegetable, lentil</p>		
<p><b>Dim sum</b></p> <p><b>Everyday</b> maximum portion size 250g (primary schools) and 350g (secondary schools)</p> <p>e.g. steamed (not fried) dumplings with <b>Everyday</b> fillings (e.g. vegetables, lean meat, tofu, fish)</p>		



Check out the Recipe Ideas for healthier recipes to include in your school canteen available to be downloaded from the NSW Healthy School Canteen website <https://healthyschoolcanteens.nsw.gov.au>.





## Occasional hot foods to limit to ¼ of your menu

1/4



Food (examples)	Freshly prepared on site	Packaged
<p><b>Toasties/sausage sizzles/jacket potato/pasta (containing Occasional fillings)</b></p> <p> <b>maximum portion size of meal 250g (primary schools) and 350g (secondary schools)</b></p> <p>Containing Occasional fillings e.g. bacon, sausages, salami, chicken roll, coated/crumbed meat (e.g. chicken schnitzels) – <b>see maximum portion sizes for these foods, below</b></p>	Use fresh <b>Everyday</b> foods, plus any Occasional foods which are 3.5 stars and above, along with ingredients from the <b>Essentials Shopping List</b> on page 38.	
<p><b>Processed meat</b> (served hot or cold)</p> <p> <b>maximum portion size 60g</b></p> <p>e.g. bacon, devon, salami, chicken roll, frankfurts/saveloys/ hot dogs (beef, lamb and chicken varieties)</p> <p>Do not crumb or batter</p>		
<p><b>Crumbed or coated foods</b> (served hot or cold)</p> <p> <b>maximum portion size 140g</b></p> <p>e.g. crumbed chicken fillets, patties, nuggets, strips, tenders, schnitzels, fish fingers, arancini balls, sausages, crumbed and coated meat alternatives, coated falafel and crumbed or coated veggie burgers</p>	Do not deep fry.	<p>Only provide these packaged foods if they are</p> <p> 3.5 stars and above.</p>
<p><b>Hot potato products<sup>^</sup></b></p> <p> <b>maximum portion size 100g</b></p> <p>e.g. chips, hashbrowns, wedges, gems, scallops, skins, potato bakes</p> <p>Do not add salt or salty seasoning</p>	When any of these Occasional foods are added to an <b>Everyday</b> food, the final food becomes Occasional and must also meet the overall <b>maximum portion sizes of 250g (primary schools), 350g (secondary schools)</b> , e.g. pasta with tomato and bacon sauce.	
<p><b>Garlic bread and cheese and bacon rolls – Commercial and freshly prepared (in canteen)</b></p> <p> <b>maximum portion size ½ English muffin/pita or 1 slice of bread or 1 thick bread stick slice or 75g</b></p> <p>Garlic bread and bread-types topped with processed meat, with or without cheese (e.g. cheese &amp; bacon rolls)</p>		

<sup>^</sup> These foods should not be sold as recess snacks. For healthy snack ideas, see pages 30-31



## Occasional hot foods to limit to ¼ of your menu

1/4



Food (examples)	Freshly prepared on site	Packaged
<p><b>Pies<sup>^</sup></b></p> <p> <b>maximum portion size 180g all pies (potato-top pies, 250g)</b></p> <p>e.g. meat pies, chicken pies, vegetable pies, party pies</p>		
<p><b>Sausage rolls and savoury pastries<sup>^</sup></b></p> <p> <b>maximum portion size 120g</b></p> <p>e.g. sausage rolls, spring rolls, samosas, quiche, filled pastries, cheese and spinach triangles</p>	Use fresh <b>Everyday</b> foods, plus any Occasional ingredients which are 3.5 stars and above, along with ingredients from the <b>Essentials Shopping List</b> on page 38.	
<p><b>Corn Chips or Hard Taco Shells/Bowls</b></p> <p> <b>maximum portion size corn chips and hard taco shells/bowls 30g</b></p> <p>For use in Mexican food e.g. nachos, tacos</p> <p>Use plain, unsalted corn-type chips or shells</p>	Do not deep fry.	
<p><b>Instant Flavoured noodles</b> (do not serve dry)</p> <p> <b>maximum portion size 1 individual packet (75g maximum dry pack weight)</b></p>	When any of these Occasional foods are added to an <b>Everyday</b> food, the final food becomes Occasional and must also meet the overall <b>maximum portion sizes of 250g (primary schools), 350g (secondary schools)</b> , e.g. pasta with tomato and bacon sauce.	<p>Only provide these packaged foods if</p> <p> 3.5 stars and above.</p>
<p><b>Packaged ready-to-eat or commercial pizza<sup>^</sup></b></p> <p> <b>maximum portion size 250g (primary schools) and 350g (secondary schools) or 1-2 slices from a large pizza</b></p> <p>Includes all commercial and packaged pizza regardless of toppings</p>	Freshly made pizza is <b>Everyday</b> , see page 26, unless it contains Occasional processed meats (e.g. salami, sausage).	

<sup>^</sup> These foods should not be sold as recess snacks. For healthy snack ideas, see pages 30-31.




Occasional foods and drinks that do not meet the Benchmark because they have a Health Star Rating of less than 3.5 or a portion size larger than the maximum portion size should not be sold in your school canteen.



## Everyday snacks to fill your menu

3/4




Food (examples)	Freshly prepared on site	Packaged
<p><b>Fruit</b> Fresh, frozen and canned fruit, in juice not syrup. May be served frozen</p> <p><b>Dried fruit</b> Plain dried fruit – non coated</p>	<p>Choose fresh fruit in season for flavour and value. Many fruits are suitable to freeze (e.g. banana, pineapple, grapes, oranges).</p> <p>Serve fruit in different ways to make it interesting including: kebabs, cups, chopped in a cone, sliced, cubed, wedges and quarters.</p>	
<p><b>Vegetables</b> Fresh, frozen and canned vegetables</p>	<p>Choose fresh vegetables in season for flavour and value. Serve bite size pieces as a snack e.g. carrot and cucumber sticks with a dip.</p> <p>Do not add salt or butter to corn cobbettes or other vegetables.</p>	<p>Packaged versions of these foods may be provided.</p>
<p><b>Dips</b> e.g. hommus, tzatziki and vegetable based dips (e.g. beetroot, eggplant, avocado and salsa) including those packaged with plain, preferably wholegrain crackers (if unsure, use crackers that are 3.5 stars and above)</p>	<p>Use fresh <b>Everyday</b> foods from the five food groups and ingredients from the <b>Essentials Shopping List</b> on page 38.</p>	<p>If you would like to select a healthier packaged version, choose those that are</p>
<p><b>Cheese</b> (preferably reduced fat) e.g. Colby, Tasty, Cheddar including those packaged with plain wholegrain crackers</p>	<p>Serve bite size pieces as a snack or with plain wholegrain crackers or vegetables.</p>	<p>are</p> <p> 3.5 stars and above.</p>
<p><b>Yoghurt and custard</b> (preferably reduced fat) e.g. Greek, natural, plain, flavoured, soy; excludes coconut-milk-based yoghurts No added confectionery</p>		
<p><b>Plain savoury biscuits/crackers and crispbreads</b> (preferably wholegrain) e.g. plain wholegrain crackers, breadsticks, crispbreads, and rice and corn 'cakes'</p>	<p>Serve with <b>Everyday</b> toppings e.g. reduced-fat cheese, tuna, tomato, spreads, dips.</p>	



## Everyday snacks to fill your menu

3/4



Food (examples)	Freshly prepared on site	Packaged
<p><b>Popcorn</b> (plain, air popped)</p>	<p>Do not add salt or butter.</p>	<p>Packaged versions of these foods may be provided.</p>
<p><b>Plain unsalted legume snacks</b> e.g. unsalted roasted chickpeas and flava beans.</p>		<p>If you would like to select a healthier packaged version, choose those that are</p>
<p><b>Scones, pikelets and pancakes</b> No added confectionery.</p>	<p>Serve plain or with a small amount of spread or topping from the <b>Essentials Shopping List</b> on page 38.</p>	<p>are</p> <p> 3.5 stars and above.</p>
<p><b>Cereals served with or without milk</b> e.g. flakes, bran, rice, corn, muesli. No sugary types, preferably wholegrain. No added confectionery.</p>	<p>Use reduced-fat milk or milk alternatives.</p>	





## Occasional snacks to limit to ¼ of your menu

1/4



Food (examples)	Freshly prepared on site	Packaged
<b>Salty snacks</b> <b>maximum portion size 30g</b> Including all chips (e.g. potato, corn, grain, vegetable), extruded snacks (e.g. cheese, bacon, BBQ flavoured puffed snacks), soy crisps, flavoured/salted rice snacks and crackers, noodle snacks, pretzels, popcorn (salted/flavoured/microwave), legume snacks (e.g. wasabi peas, salted roasted fava beans, salted roasted chickpeas)		Only provide these packaged foods if they are  3.5 stars and above.
<b>Muesli/snack bars</b> <b>maximum portion size 50g</b> e.g. cereal-based bars, fruit-based bars, breakfast bars	Use wholegrains e.g. oats. Use fruit or vegetables and do not add confectionery (e.g. chocolate chips, icing and 100s and 1000s).	3.5 stars and above.
<b>Desserts</b> <b>maximum portion size 100g</b> e.g. mousse, cheesecake, puddings, rice pudding, coconut-milk-based yoghurt	Use fruit or vegetables and do not add confectionery (e.g. chocolate chips, icing and 100s and 1000s).	Only provide these packaged foods if they are
<b>Sweet Biscuits</b> <b>maximum portion size 50g</b> All sweet biscuit including breakfast-type.	For healthier snack recipe ideas see the website <a href="https://healthyschoolcanteens.nsw.gov.au">https://healthyschoolcanteens.nsw.gov.au</a>	 3.5 stars and above.
<b>Cakes and sweet pastries</b> <b>maximum portion size 80g</b> e.g. all cakes and pastries including muffins, banana bread, slices, danishes, croissants		Most desserts, sweet biscuits, cakes, sweet pastries and confectionery will have fewer than 3.5 stars, so will not be available for sale.
<b>Confectionery† – chocolate and lollies etc.</b> <b>maximum portion size 50g</b>	Do not serve canteen-made confectionery.	

† e.g. chocolate (including chocolate bars, chips, coating and spreads), lollies, cough lollies, eucalyptus drops, sugar sweetened chewing gum, 100s and 1000s, fruit gummies and jelly sticks, dessert-type jelly (including those with fruit added), icing, liquorice, carob confectionery, carob coating, yoghurt-type confectionery or yoghurt coating and products containing confectionery.



## Everyday drinks to fill your menu

3/4



Drink (examples)	Freshly prepared on site	Packaged
<b>Water</b> Plain including tap, spring, mineral or sparkling. Also includes plain waters infused with fruit/herb essence or flavouring (no sugars and no intense sweeteners may be added). For water with added juice see below.	Ensure that tap water is readily available at school for children to refill their water bottles. Water may be served with sliced fruit, e.g. lemon/lime slices (no added sugars, fruit juice).	
<b>Plain milk and milk alternatives, including plain UHT milks; preferably reduced fat</b> e.g. plain dairy milk, and milk alternatives such as soy or rice milks with calcium added		
<b>Flavoured milk and milk alternatives/flavoured UHT milk/drinking yoghurt/hot chocolate (including coffee-flavoured milk); preferably reduced fat</b> <b>maximum portion size 300ml (primary school) and 500ml (secondary school, but ensure that smaller sizes are available and promoted)</b> Milk alternatives should have calcium added. Flavoured milk and milk alternatives served frozen or blended with ice are <b>Everyday</b> frozen ice snacks, see page 35	Use reduced-fat milk, or milk alternatives. No added cream or ice cream or confectionery (e.g. marshmallows). Use no more than 1 level tablespoon of milk flavouring powder/syrup per portion.	Packaged versions of these foods may be provided.  If you would like to select a healthier packaged version, choose those that are
<b>Milk shakes/smoothies – no ice cream/gelato/sorbet</b> <b>maximum portion size 300ml (primary school); and 500ml (secondary school, but ensure that smaller sizes are available and promoted)</b> Milk shakes or smoothies with no added ice cream/gelato/sorbet are <b>Everyday</b> drinks. These may also be frozen or blended with ice and are <b>Everyday</b> frozen ice snacks, see page 35. Note: Milk shakes and smoothies with ice cream/gelato/sorbet are <b>Occasional</b> , see page 35	Use reduced-fat milk, or milk alternatives. No added cream or ice cream/gelato/sorbet/coconut-milk-based yoghurt.  Use no more than 1 level tablespoon of milk flavouring powder, syrup or honey per portion.	 3.5 stars and above.
<b>Fruit/vegetable juices (including coconut water)/fruit-based smoothies/no-added-sugar frozen crushed ice drinks</b> <b>maximum portion size 250ml</b> 99% fruit/vegetable juices, includes coconut water 99% fruit/vegetables juices served frozen or blended with ice are <b>Everyday</b> frozen ice snacks, see page 35 99% fruit/vegetables juices may be diluted with plain/sparkling water; no sugars or intense sweeteners may be included in the ingredients list	Do not add sugar to freshly squeezed juices or <b>Everyday</b> smoothies/ice-drinks.	



## Occasional drinks to limit to ¼ of your menu

1/4



Drink (examples)	Freshly prepared on site	Packaged
<p><b>Coffee (secondary school only); preferably made with reduced-fat milk</b></p> <p> <b>maximum portion size 500ml, but ensure that smaller sizes are available and promoted</b></p> <p>All coffees e.g. coffee made with water without milk, and made with milk (preferably reduced fat) e.g. latte, cappuccino, mocha, and iced coffee</p> <p>Coffees served frozen or blended with ice are <b>Occasional</b> frozen ice snacks, see page 35</p> <p>Not to be provided in primary school</p>	<p>Use reduced-fat milk, or milk alternatives with calcium added.</p> <p>Do not add cream.</p> <p>Include no more than 1 shot of espresso coffee per portion.</p> <p>Use no more than 1 level tablespoon of flavouring powder or syrup per portion.</p>	<p>Only provide these packaged foods if they are</p> <p> 3.5 stars and above.</p>
<p><b>Thick shake/smoothies (with ice cream/gelato/sorbet); preferably made with reduced-fat milk</b></p> <p> <b>maximum portion size 300ml (primary schools) and 500ml (secondary school)</b></p> <p><b>maximum added ice cream/gelato/sorbet portion size 125mL (3.5 stars and above)</b></p>	<p>Use reduced-fat milk, or milk alternatives with calcium added.</p> <p>Use no more than 1 tablespoon of flavouring syrup/honey per portion.</p> <p>Use no more than 125ml of ice cream/gelato/sorbet (3.5 stars and above) per portion.</p>	<p> 3.5 stars and above.</p>
<p><b>Diet soft drinks</b></p> <p> <b>maximum portion size 250ml (primary schools) and 500ml (secondary school)</b></p> <p>All diet soft drinks; includes fruit juices diluted with plain/sparkling water and sweetened with intense sweeteners (such as stevia or aspartame). May have flavourings added, no added sugars may be listed in ingredients list.</p> <p>Do not provide caffeinated diet soft drinks in primary school.</p>		<p>No Health Star Rating to be applied, but maximum portion sizes must not be exceeded.</p>

### Sugary drinks and energy drinks – SHOULD NOT BE SOLD

Sugary drinks include all drinks with any types of sugar added to them, except milk. These include drinks sweetened with regular sugar (sucrose), fructose, glucose, honey/syrup and fruit juice concentrates.

Energy drinks include drinks with caffeine and/or guarana added to them. They are often carbonated. e.g. soft drinks, flavoured mineral waters, flavoured waters, sports waters, sports drinks, fruit drinks, coconut waters, cordials, slushies and frozen fruit drinks; plus all energy drinks (including sugar-free versions).



The **Occasional** drinks listed above are always **Occasional**, even if they are freshly prepared on site using **Everyday** foods.



## Everyday frozen ice snacks to fill your menu

3/4



Food (examples)	Freshly prepared on site	Packaged
<p><b>99% juice – frozen or blended with ice</b></p> <p> <b>maximum portion size 250ml</b></p>	<p><b>Everyday</b> drinks, such as 99% juice or flavoured milk, may be frozen or blended with ice – see <b>Everyday</b> drinks, page 33, for suitable types.</p>	<p>Commercial, 99% juice ice blocks may be provided. Ingredients list should not include sugars.</p>
<p><b>Plain or flavoured milk or milkshake frozen drinks or blended with ice</b></p> <p> <b>maximum portion size 300ml (primary school) and 500ml (secondary school)</b></p>		<p>Ice cream and frozen yoghurt are <b>Occasional</b> snacks, see below.</p>



## Occasional frozen ice snacks to limit to ¼ of your menu

1/4



Food (examples)	Freshly prepared on site	Packaged
<p><b>Ice cream and frozen yoghurt</b></p> <p> <b>maximum portion size 125ml (primary and secondary).</b></p> <p>e.g. individually packaged or scooped on site. No added confectionery or coating</p>		<p>Only provide these packaged foods if they are</p> <p> 3.5 stars and above.</p>
<p><b>Flavoured milk or thickshake based frozen drinks (with ice-cream/gelato/sorbet)</b></p> <p> <b>maximum portion size 300ml (primary) and 500ml (secondary) for Occasional milkshake/smoothie based frozen drinks</b></p> <p><b>500ml for coffee-based frozen drinks (secondary school only)</b></p>	<p><b>Occasional</b> drinks, such as <b>Occasional</b> smoothies, may be frozen or blended with ice – see page 34 for suitable types.</p>	<p> 3.5 stars and above.</p>



Frozen commercial ice blocks that have less than 99% juice are considered frozen sugary drinks and should not be sold in your school.





## Everyday breakfast to fill your menu

3/4





Food (examples)	Freshly prepared on site	Packaged
<b>Cereals</b> e.g. flakes, bran, rice, corn, muesli, porridge No sugary types, preferably wholegrain No added confectionery	Serve with reduced-fat milk, or milk alternatives.	
<b>Bread/toast</b> e.g. wholemeal, multigrain, white, rye, Turkish, Lebanese, lavosh, focaccia, pita, tortillas, wraps, rolls, bagels, English muffins, crumpets, un-iced fruit bread and buns Includes gluten-free varieties	Lightly spread with margarine spread (or use individual portion). Use <b>Everyday</b> toppings such as ricotta or other spreadable cheeses. May include toppings from the <b>Essentials Shopping List</b> on page 38 such as jam, marmalade or yeast spread. Use small amounts. An individual portion pack per serve is preferred.	Packaged versions of these foods may be provided.
<b>Yoghurt</b> e.g. Greek, natural, plain, soy, flavoured (excludes coconut-milk-based yoghurts) No added confectionery	For an extra health boost: serve yoghurt with fruit, see below.	If you would like to select a healthier packaged version, choose those that are
<b>Fruit</b> Fresh, frozen or canned, preferably in juice, not syrup.	Choose fresh fruit in-season for flavour and value.	
<b>Eggs</b> e.g. boiled, poached, scrambled, omelettes.	If adding cheese or milk, use products that are preferably reduced-fat. For an extra health boost: include vegetables (other than potatoes) e.g. tomatoes, mushrooms, spinach.	 3.5 stars and above.
<b>Baked beans</b> Canned or homemade	Made from <b>Everyday</b> fresh unpackaged or packaged foods from the five food groups and foods on the <b>Essentials Shopping List</b> on page 38.	
<b>Liquid Breakfast drinks</b>  <b>maximum portion size 300ml (primary school) and 500ml (secondary school)</b>		



## Occasional breakfast to limit to 1/4 of your menu

1/4



Food (examples)	Freshly prepared on site	Packaged
<b>Hot breakfast containing processed meats or hot potato products</b>  <b>maximum portion size 60g processed meat and maximum portion size 100g hot potato products</b> e.g. eggs/baked beans with bacon/sausages/hashbrowns.	Use <b>Everyday</b> fresh unpackaged or packaged foods from the 5 food groups and from the <b>Essentials Shopping List</b> on page 38. For an extra health boost: add vegetables (other than potatoes) such as tomatoes, mushrooms, spinach. For suitable types of processed meats and hot potato products, see <b>Occasional</b> hot foods, page 28-29.	Only provide these packaged foods if they are  3.5 stars and above.
For breakfast-type biscuits, see <b>Occasional</b> snacks, page 37.		



Tools available to be downloaded from the NSW Healthy School Canteen website at <https://healthyschoolcanteens.nsw.gov.au>

- Healthy Recipe ideas
- Recipe flowchart

# Appendix 3– Essentials Shopping list

In addition to stocking your fridges and pantry (store cupboard) with **Everyday** foods such as vegetables, legumes, fruit, bread, pasta, rice, lean meats, fish, chicken and dairy foods, you can use these pantry and fridge ingredients to make healthy **Everyday** meals and snacks.

**Everyday** foods or drinks + Ingredient(s) from *Essentials shopping list* = **Everyday** meal, food or drink.

Buy	Don't buy or use
Oils e.g. canola, sunflower, olive, grapeseed, corn, soy-bean.	Palm, coconut, palm kernel oils, including solid coconut oil for baking and any animal fats such as lard or duck fat
<b>Spreads, salad dressing and mayonnaise</b>	
<ul style="list-style-type: none"> <li>· Margarine</li> <li>· Yeast spreads and vegetable extracts<sup>^</sup></li> <li>· Jam/marmalade/honey/golden syrup<sup>^</sup></li> <li>· Red, white, and balsamic vinegar</li> <li>· Lemon or lime juice</li> <li>· Salad dressing<sup>^</sup> made from oils listed above e.g. French, mayonnaise, aioli, ranch and caesar dressing</li> </ul>	<ul style="list-style-type: none"> <li>· Dressings containing cheese or cream</li> <li>· Butter</li> <li>· Chocolate spread</li> </ul>
<b>Pastry</b>	
<ul style="list-style-type: none"> <li>· Pastry (puff, shortcrust, filo) look for products that have a Health Star Rating of 3.5 stars or above. Filo to be prepared with only small amounts of oils listed above</li> </ul>	<ul style="list-style-type: none"> <li>· All other pastry</li> </ul>
<b>Herbs, spices and seasoning</b>	
<ul style="list-style-type: none"> <li>· Fresh and dried herbs and spices</li> <li>· Curry powder and pastes</li> <li>· Seasoning packets (use salt-reduced where available) e.g. taco seasoning</li> </ul>	<ul style="list-style-type: none"> <li>· Salt – Himalayan, rock, table, sea, chicken, popcorn</li> <li>· All other seasonings</li> </ul>
<b>Stock</b>	
<ul style="list-style-type: none"> <li>· Stock or soup base (use no added salt or salt-reduced where available)</li> </ul>	<ul style="list-style-type: none"> <li>· All other stocks</li> </ul>
<b>Dairy foods and dairy alternatives</b>	
<ul style="list-style-type: none"> <li>· Milk (preferably reduced-fat)</li> <li>· Milk alternatives (soy or rice milks) with added calcium</li> <li>· Cheese including cottage and cream cheese, preferably reduced-fat</li> <li>· Yoghurts preferably reduced-fat. No added confectionery</li> </ul>	<ul style="list-style-type: none"> <li>· Butter including lemon, garlic and dairy-blends</li> <li>· Cream or sour cream</li> </ul>

<sup>^</sup> Use in small amounts, lightly spread or use individual portion packs

Buy	Don't buy or use
<b>Condiments, sauces and marinades</b>	
<ul style="list-style-type: none"> <li>· Recipe bases/cooking sauces look for products that have a Health Star Rating of 3.5 stars or above – prepare as per instructions on the pack</li> <li>· Tomato paste</li> <li>· Tomato and other table sauces e.g. BBQ, sweet chilli, fish, soy, satay sauce and gravies (use salt-reduced where available)</li> <li>· Pesto</li> <li>· Cranberry, apple and mint sauces</li> <li>· Chutney, pickles, mustard, horseradish, chilli, relish and salsa</li> <li>· Marinades (use salt-reduced where available)</li> <li>· Vinegar (distilled, rice, cider, balsamic)</li> <li>· Reduced-fat/light coconut cream and coconut milk</li> </ul>	<ul style="list-style-type: none"> <li>· Sauces made with cream or butter</li> <li>· Regular coconut milk and coconut cream</li> </ul>
<b>Baking products</b>	
<ul style="list-style-type: none"> <li>· Sugar (brown, caster or raw; single serve packs for beverages), honey, and syrups (e.g. maple and golden syrup)<sup>#</sup>. Limit use in canteen-made recipes</li> <li>· Desiccated coconut (in small amounts)</li> <li>· Baking powder or bi-carb soda</li> <li>· Cocoa</li> <li>· Vanilla essence</li> <li>· Yeast (Instant dried)</li> <li>· Bread crumbs</li> <li>· Flour (preferably wholemeal)</li> <li>· Pancake and pikelet mix</li> <li>· Eggs</li> <li>· Artificial or natural intense sweeteners e.g. aspartame or stevia</li> <li>· Food colouring</li> <li>· Gelatine, agar</li> </ul>	<ul style="list-style-type: none"> <li>· Confectionery e.g. 100s and 1000s, chocolate chips, icing</li> </ul>
<b>Flavourings</b>	
<ul style="list-style-type: none"> <li>· Milk flavourings, powder and syrups Use in small amounts (in drinks use no more than 1 level tablespoon per portion).</li> </ul>	

<sup>#</sup> Use in small amounts, lightly spread or use individual portion packs

Ingredients in the 'Don't buy or use' column should not be used in your school canteen.



See Recipe Ideas on the website <https://healthyschoolcanteens.nsw.gov.au>





