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Healthy Food and Drink Guidelines



How-To Guide

This how-to guide aims to support your school to develop, implement and evaluate a healthy food and drink policy.

A healthy food and drink policy (policy) is a public statement about how your school will support the promotion and availability of healthy food and drinks. This how-to guide suggests a step-by-step process to put a policy in place for your school community.



Benefits and Considerations

- Everyone in your school community will be able to use the policy to guide food and drink choices in school activities.
- Your school's policy can refer to many parts of the school environment such as: teacher professional learning, canteen, water consumption, dining environment, gardening, cooking, fruit and veg breaks, rewards, breakfast programs, before and after school care, lunchboxes, fundraising, excursions, events and staff workplace health and wellbeing.
- Consider linking hands-on cooking and gardening activities with students to reinforce nutrition messages and help implement the policy.
- Get your school community involved in the development of your school's policy. This will make it easier for them to put the policy into practice.
- Consider how the National Healthy School Canteen Guidelines could be applied to the sale of food and drinks in canteens and at school activities and events.



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7 Steps to a Healthy Food and Drink Policy



1. School Policy Check

- Check to see if your school has a policy - All ACT public schools are required to follow the [ACT Public School Food and Drink Policy 2015](#). Visit the Education Directorate website for more information.
- ACT Catholic schools are encouraged to follow the [Catholic Education Office Food and Drink Policy \(ACT\)](#). Visit the Catholic Education Office website for more information.

2. Form a Policy Committee

- Involve those with an interest in food and drinks at school such as parents, students, executive teachers, educators, canteen managers and staff, before and after school care or breakfast program providers and fundraising committee
- Let the school community know a policy is being developed

3. Consult

- Survey your school community. Visit the Fresh Tastes website for templates
- Check for any other relevant policies or documents
- Let the school community know the results of your consultation

4. Draft & finalise the policy

- Use the results of the survey and other relevant policies/documents to guide your priorities
- Consult with stakeholders about elements of the policy that will affect their activities
- Draft the policy



Use the Healthy Food and Drink Policy Template on the Fresh Tastes website as a basis for drafting your school's policy

- Seek feedback on the draft policy from the school community and edit as needed
- Get endorsement by your school management and / or School Board

5. Plan to evaluate

- Set a date for the Policy Committee to reflect on implementation
- Decide how you will measure success of implementing the policy

6. Implement the policy

- Develop a simple action plan to implement the policy
- Promote the policy throughout the year
- Celebrate any successes

7. Evaluate the policy

- Measure success of implementing the policy
- Monitor and revise as needed

