

Code J: School-Community Relations

JHB

External Food Donation:
Usage & Adherence to Provincial Food Safe Bylaws

Statement of Policy

The Greater Saskatoon Catholic Schools' Board of Education believes that philanthropy and donations support the spirit and intent of Christ's gospel values of generosity and preferential option for the poor. The board recognizes that social justice work includes sharing, and specifically for disadvantaged students, donations help to alleviate the effects of poverty.

Rationale

Greater Saskatoon Catholic Schools recognizes that in the communities we serve, there are significant numbers of families and children experiencing food insecurity. As such, we provide a substantial food program in schools where the need is high, with the goal to reduce child hunger as it relates to children being able to learn effectively within classroom settings. All food provision within Greater Saskatoon Catholic Schools must adhere to provincial food safety regulations Chapter P – 37.1 Reg. 12 and the division endorses the policy recommendations outlined in the Ministry of Education publication "Nourishing Minds (2012)".

As it relates to food prepared, sponsored by, and served within Greater Saskatoon Catholic Schools, staff must adhere to all *Food Safe* regulations, including through the acceptance of external food donations, which may be later served to students and community members.

Authority

- *The Education Act*, Section C. 44
- The Food safety regulations Chapter P – 37.1 Reg. 12

Guidelines

1. The acceptance of non-perishable food by schools is permitted, although must be inspected by school staff and administration to ensure it has not passed its expiration date, nor is the packaging damaged or dented.
2. All external food donations must be documented, and school staff and administration for information purposes, must record the source, expiration date and quality of each donation (See Appendix A).
3. The Record of Food Donations must be submitted to the Manager of Community Resources and Development by October 31, December 31, March 31, and June 30 of each year.

4. External food donations that are considered perishable (food that can decay; fruit, vegetables, meat and bread) must only be accepted from licenced food providers. Donations must be documented.
5. The sources of prepared food donations must be from licensed food providers, such as restaurants and well-known commercial food suppliers, and must be documented.
6. School staff must to adhere to all *Food Safety* regulations when preparing any food, either through a school or division sponsored program.
7. This does not apply to students who provide their own lunches and snacks through non-school sponsored food activities.
8. School administration must inform all staff of this policy and procedures.

Procedures

Administrators and division staff are responsible for the adherence to this policy (Appendix A.), to the *Food Safety* regulations enforced by the Province of Saskatchewan and the *Nourishing Minds* policy guidelines (see section 3) recommended by the Ministry of Education.

<http://www.publications.gov.sk.ca/freelaw/documents/English/Regulations/Regulations/P37-1R12.pdf>

<http://publications.gov.sk.ca/documents/11/85696-MOE-43A-NourishingMinds.pdf>

Documents

- Appendix A

References

- *The Education Act*, Section C. 44
- The Food safety regulations Chapter P – 37.1 Reg. 12
- *Nourishing Minds* publication (2012), Ministry of Education, Province of Saskatchewan

Date Approved

April 23, 2018

Amended

APPENDIX A - Greater Saskatoon Catholic Schools – Record of Food Donations

School:
Nutrition Worker:

School Year:

Date Of Donation	Source Of Donation	Type And Quantity	Expiration Date (If Applicable)	Perishable (Vegetables, Meat, Dairy, Baked Goods)	Inspected And Meets Policy Expectations (Yes/No)	Name Of Staff Person Accepting Donation
				YES NO	YES NO	
				YES NO	YES NO	
				YES NO	YES NO	
				YES NO	YES NO	