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| Sample Healthy and Safe Food Provision Policy | Approval Date:  |  |
| Review Date: |  |
| Version No: |  |
| **President:** | Sign: | Name |
| **Vice-President:** | Sign: | Name |

PURPOSE

To ensure that our club meets its obligations with respect to safe storage and handling of food and that healthy food options are offered and actively promoted to members, volunteers, and spectators.

OVERARCHING POLICY

\_\_**Name of Club’s Committee**\_\_\_ is committed to the health and wellbeing of the people involved with our club. We will be diligent in providing safe and healthy food options through club food outlets including the canteen, meals, and in selecting on and off-site function menus.

EXAMPLE CLUB POLICY STATEMENTS – Add or delete based on what you can reliably do

* The club has procedures for onsite food storage, handling, volunteer training and the cleaning of food preparation areas to maximize food safety
* The Club Committee will review its food menu items prior to each season to ensure that healthy food options are maintained and where possible are increased
* The annual food provision review will include investigating ways that current food items can be made healthier e.g. cooking methods, product choice
* Healthy food options will be displayed prominently at point of sale
* Healthy food options will be priced to maximize appeal
* In organising on and off-site functions, healthy food options will also be made available
* The club will buy locally produced foods when viable

EXAMPLE CLUB PROCEURES

* The club displays signs in food preparation areas to remind people of hygiene requirements e.g. wearing of disposable gloves, washing of hands
* The club ensures that disposable gloves, hand wash and clean water are all available in food preparation areas
* The club has cleaning procedures displayed in food preparation areas to assist volunteers to know what is required
* The club will encourage people managing food areas to have Food Handling training and volunteers to undertake the [Do Food Safely](dofoodsafely.health.vic.gov.au/welcome.php) online training
* The club undertakes a preseason kitchen / canteen equipment and maintenance check to ensure all kitchen tools, crockery, cutlery, appliances and cool storage are in working order, clean and replaced when needed.