

# GUIDING PRINCIPLES

for effective and supportive meal and snack programs.

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## PROGRAM MANAGEMENT

- A **program coordinator** is in place leading the planning, delivery, and reporting of the program.
- The school community supports the coordinator and has access to learning opportunities including nutrition education.
- **Parents, caregivers, volunteers, and partners** are informed about the program and receive opportunities for financial or volunteer contributions.
- Suitable **space, equipment, and supplies** are available to meet program needs.

## FINANCES

- **Budgeting**, including cost-effective menu planning and purchasing, is in place.
- Finances are monitored carefully with **bookkeeping and recording systems**.
- Programs keep copies of all receipts.
- **Fundraising** takes place to ensure a sustainable program.

## FOOD AND NUTRITION

- **Manitoba School Nutrition Guidelines** are used to create menus.
- A **variety** of foods are offered:
  - When planning meals, aim for a variety of healthy foods from Canada's Food Guide, including at least one vegetable or fruit, one whole grain food and one protein food.
  - When planning snacks, aim for a variety of healthy foods from Canada's Food Guide, including at least one vegetable or fruit, and one whole grain food or one protein food.
- To provide **regular nourishment**, meals and snacks are offered at least at least 2 times per week.
- Follow **food safety** practices. Ensure someone on site has their Food Handler Certificate.

## SUPPORTIVE AND SOCIAL ENVIRONMENT

- Maintain **welcoming, comfortable spaces** for students. Give students enough time to eat their meals. Make food available outside the program hours as necessary. Programs accommodate needs.
- Students have opportunities to **build food and nutrition skills**.
- When growing, purchasing, and serving food, consider the **environment**. Recycle, reduce, or compost food packaging and waste. When possible, use reusable containers, bowls, plates, cups, and cutlery.

## MEASURING SUCCESS

- Have a system in place to **monitor and evaluate** the program.
- **Share** success and steps for improvement with the school community, partners, and funders.