



المدرسة الهندية النموذجية الجديدة
NEW INDIAN MODEL SCHOOL
رقم التصريح التعليمي ٢٠١٨٦، هيئة المعرفة والتنمية البشرية، دبي، ا.ع.م.
Educational Permit No. 20186, Knowledge & Human Development Authority, Dubai, UNITED ARAB EMIRATES
Affiliation Nos. CBSE: 6630009, Kerala Board: 43092 (Grade 8 to 10) : 15004 (Grade 11 & 12)



School Canteen Policy 2023 - 24



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SCHOOL CANTEEN POLICY

Created Date	March, 2019
Last Reviewed Date	April, 2023
Reviewed By	Assessment Committee
Review Approved on	June, 2023
Approved By	Principal
Date of Next Review	December, 2023
Related Policies	Teaching & Learning Policy, Marking Policy

Principal: Ms. Karen Robinson



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Aims and Objectives	<p>The aims of our School Canteen are as follows:</p> <ul style="list-style-type: none">• Providing interesting food that is nutritionally sound and attractively served at a reasonable cost.• Provide the service that meets the needs of both students and staff.• Support the Educational programs taught in the school.• Operate an efficient business that meets the school needs at reasonable costs, without compromising the quality of standards.• Canteen shall supply only the food approved by the Dubai Municipality.• Food shall be supplied meeting utmost safety and hygiene standards set up by the Dubai Municipality.
Identification and Intervention	<ul style="list-style-type: none">• Our School canteen is located at suitable area away from toilets and other contaminated areas in order to ensure hygiene and food safety.• The floor and surroundings to be kept clean and tidy.• All the refrigerators and freezers to be kept clean and daily temperature chart marked for all in order to maintain the appropriate temperature of food items stored in them.• All the prepackaged food items are obtained from establishments has to be approved by the Food Control Department of the Dubai Municipality.• A room temperature of 25 degrees or less has to be maintained.• Food has to be delivered to the canteen in designated transport vehicles with relevant permit.• Cold foods should be delivered at a temperature below 5 degrees and hot food above 60 degrees.• One hand wash station must be present inside the canteen with running water, soap and tissues.• Regular pest control activity has to be done by authorized licensed company.• Canteen should have sufficient windows for dispensing food.• Canteen room should not be used for any other activities.• Outside food must neither be stored nor be heated inside the School canteen to ensure food safety.• Each Canteen should have a Person in Charge(PIC)



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	<p>formally trained and certified, medically fit with a valid food handler's occupational health card issued by the Dubai Municipality.</p> <ul style="list-style-type: none">• The PIC should follow recommendations of the Food Control Officer.• School Manager and School Doctors should routinely inspect the canteen for and write the observation in the register maintained during their visits.• Foods sold should meet the Nutritional guidelines of the Dubai Municipality.• List of prohibited items in School Canteen are as follows like soft drinks, energy drink, chewing gum candies, chocolates, high fat food, chips, MSG containing items, milk and yogurt with synthetic flavors to be avoided completely.• Temperature of Food packets to checked at the time of delivery and should be recorded.• Food Temperature Tester should be calibrated and cleaned by non-alcoholic wet-wipes after use.
Hierarchy / Escalation Chart	<pre>graph TD; A[Administration Manager] --- B[Canteen Incharge (PIC)]; B --- C[Canteen Operators];</pre>
Roles and Responsibilities of Committee Members	<p>The Food handler has to be answerable to the PIC and the Manager in case of any requirement and operational guidelines of the School canteen and has to be followed all the time.</p> <p>Any untoward incidences of food related issues have to be dealt with the coordination of the committee members to ensure healthy, safe and hygienic food availability in School canteen.</p>



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Roles of the School as per DM guidelines	<ul style="list-style-type: none">➤ BE ROLE MODEL: Teachers can be a role model and they should eat healthy along with the children and influence their eating habits.➤ ACTIVELY INVOLVED: Need to talk to the children and encourage them to choose healthy foods only.➤ REWARD THE CHILD: with a star or a badge every time they eat healthy to encourage others.➤ ACTIVITY IS THE KEY: To ensure that children get enough options to pursue their choice of sports or game in the school.➤ SPREAD AWARENESS AND EDUCATE: Children about the benefits of healthy eating.
Approvals	Need to obtain approval from Food Control Department, Dubai Municipality about the menu, ingredients, packaging, manufacturer and transport vehicle including N.O.C. from Food Watch, a digital platform for food safety and Nutrition Information.
References	School Canteen Guidelines, Food Control Department, Dubai Municipality
Date:	28 th March, 2023 <i>Signature of Administration Manager</i>