



FIGHTING HUNGER  
IN AUSTRALIA

# SCHOOL BREAKFAST CLUBS PROGRAM

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# SCHOOL BREAKFAST CLUBS EXPANSION PROGRAM INDUCTION

## Overview of slides

- Background/history of Foodbank Victoria and the Program
- Setting up a School Breakfast Club, Lunch and School Holiday Supplies Program
- Food products and quantities
- Ordering and delivery information



# FOODBANK VICTORIA HISTORY

- Foodbank Victoria is an independent, not-for-profit organisation with 90 years' food relief experience.
- The state's oldest and largest organisation of its kind.
- We work with hundreds of corporate and community partners to source and distribute food to people in need across Victoria, many of whom are children.
- Foodbank operates by supporting more than 400 frontline charities with food sourced from across the food and grocery supply chain; including fresh produce, pantry items, frozen foods, and personal hygiene items. Charity partners then use items in their food relief programs such as community pantries, kitchens, dining rooms, soup vans and emergency food hampers.
- Foodbank is also part of the State Government's Emergency Relief Plan so in times of a crisis, Foodbank Victoria is the sole provider of food relief for all those affected across the state.





# THE SCHOOL BREAKFAST CLUBS PROGRAM

- The School Breakfast Clubs Program is a Victorian Government initiative delivered in partnership with Foodbank Victoria.
- The program commenced in 2016 to provide healthy, Victorian produced and manufactured breakfast foods to 500 government primary schools across Victoria.
- In 2019, the program expanded into another 500 Victorian government primary schools and secondary schools, which includes both a Lunch Program and School Holiday Supplies Program. Cooking Classes will also be piloted in 100 schools.
- Foodbank Victoria's role is to source and deliver a range of core foods so schools can deliver the program, while providing information and resources to support the growth of the program within each school.





## THE NEEDS AND THE BENEFITS

- The Foodbank 2015 Hunger in the Classroom Report found two-thirds of Australian teachers report having children come to school hungry or without having eaten breakfast.
- It also reported that on a typical day around three students in every class will arrive at school hungry or without having eaten breakfast.
- Anecdotal feedback from schools suggest there is an improvement in learning outcomes and school attendance for students who participate in the School Breakfast Clubs program.
- Schools also report that the socialising aspect of the School Breakfast Clubs program can lead to an improvement in student behaviours.





# WHOLE SCHOOL APPROACH TO HEALTHY EATING

- The School Breakfast Club Program aims to support a whole-school approach to healthy eating and relates to a range of school programs and initiatives.

The Program aligns with:

- Department of Education and Training's Framework for Improving Student Outcomes (FISO)
- The Healthy Schools Achievement Program
- Stephanie Alexander Kitchen Garden Foundation
- Healthy Eating Advisory Service
- It provides an opportunity to re-enforce healthy eating knowledge and skills delivered through Victorian Curriculum F-10.





## THE PROGRAMS EXPLAINED - BREAKFAST

- **The School Breakfast Clubs Program** enables all students at schools to enjoy a nutritious breakfast, allowing them to engage and participate fully in all the educational and social opportunities that school offers.
- To avoid stigma towards those attending, breakfast club should be open to all students.
- Breakfast Club also has many social benefits for students when they sit down and share a meal together and interact with staff and volunteers in an informal setting.



## THE PROGRAMS EXPLAINED - LUNCH

- **The Lunch Program** gives students that are unable to bring a sufficient lunch to school access to a nutritious lunch meal. This will enable them to concentrate and participate throughout their school day.
- Our Lunch Program is provided to support specific students who arrive at school with no lunch.
- This will require your school to identify students who haven't brought lunch and provide them with the supplied lunches.



## THE PROGRAMS EXPLAINED - SCHOOL HOLIDAY SUPPLIES

- **The School Holiday Supplies Program** gives students who, for a number of reasons, may not regularly have enough food or access to nutritious food at home during the school holidays.
- Similar to lunch, our School Holiday Supplies Program is intended for students identified by the school as at risk of not having enough food, or healthy food, at home during school holidays.
- This too will require your school to have a process in place to identify eligible students and provide them, or their parent, with supplies.
- For ideas on how to distribute the packs, see section *3. Plan For Success - Planning your School Holidays Supply Program* in our toolkit.



# GETTING STARTED IN YOUR SCHOOL

The School Breakfast Clubs Program Toolkit is available to guide you in getting your School Breakfast Club up and running.

## Conditions of joining the program:

- Your School Breakfast Club must be open and available to all students, and students cannot be charged for attendance.
- All products supplied through the School Breakfast Clubs Program must be specifically used as part of a breakfast or other emergency meals program within the school environment and cannot be on-sold





# GETTING STARTED IN YOUR SCHOOL

## Nominate your School Breakfast Clubs Program Coordinator

It can be a staff member or an engaged member of the school community

### The role includes:

- Being the main point of contact with Foodbank Victoria;
- Managing communications to students, staff, parents and volunteers;
- Rostering staff and volunteers to assist in running the program; and
- Coordinating resources required to run the program

### Some things to consider for your Breakfast Club:

- Days per week (anywhere from one - five days)
- Time
- Location (multi-purpose room, canteen, unused classroom).
- Food selection
- Staffing/volunteers





# UTILISE YOUR SCHOOL AND WIDER COMMUNITY

Key people that might be able to assist you with your Breakfast club:

- Encourage teachers and other support staff to attend regularly, either to help out or to simply interact with the students in a non-classroom setting.
- Let parents, guardians and relatives know that they can be involved in the School Breakfast Club. Promote other ways they can support such as sourcing outside funding or products, or volunteering.
- Volunteers from outside the school community can provide valuable social interaction for students and connect them with their wider community. It can also be a very rewarding experience for members of the community. - see section 4. *Engaging Volunteers* of the Tool Kit for more information.





# CONSIDERATIONS WITH VOLUNTEERS

## Things to consider when engaging volunteers

- Schools are responsible for the recruitment and management of their own School Breakfast Club volunteers.
- Your school's volunteer policy - all schools need one.
- Roles and responsibilities of the volunteer.
- Avenues to promote volunteer roles/ source volunteers.
- Screening processes to select the right people.
- Volunteer Induction process.
- Volunteer recognition.
- Evaluation of your volunteer program.





## CORE BREAKFAST FOODS PROVIDED

### Breakfast

- UHT milk
- Wheat Biscuits
- Wholegrain Cheerios
- Canned fruit in natural juice
- Baked beans
- Muesli
- Instant oats
- Vegemite
- Honey
- Fresh apples & oranges
- Fruit cups
- UHT Mini Milk Box 200ml



All foods except fruit are ambient (have long shelf life when stored unopened at room temperature).

Apples and oranges can be stored at room temperature however will last longer if refrigerated.



# LUNCH, SNACK AND SCHOOL HOLIDAY SUPPLIES FOOD PROVIDED

## Lunch

- Vegetable, Tuna & Rice Bowl
- Lentil Salad Bowl
- Canned Spaghetti
- Beef & Vegetable Hotpot Soup
- Chicken Noodle Soup
- Butternut Pumpkin Soup

## Snack Items

- Apples
- Oranges
- UHT Mini Milk Box 200mls
- Fruit Cups

## School Holiday Supplies

- Wheat Biscuits
- UHT Milk
- Baked Beans
- Fruit Cups
- Vegemite



## SUPPLEMENTING THE PROGRAM

You can supplement the School Breakfast Clubs program food with purchased, donated or home grown food of your choice.

**Some supplementary food options include:**  
Bread, fresh milk, fruit, eggs, cheese, yoghurt.

If supplementing, we recommend trying to go for the healthier options, such as wholemeal bread and natural yogurt.



To check whether your supplementary foods are adequately healthy, use the Food Checker on the Healthy Eating Advisory Service website.

Sources of supplementary foods may be: local community groups, networks, businesses, bakeries or supermarkets.

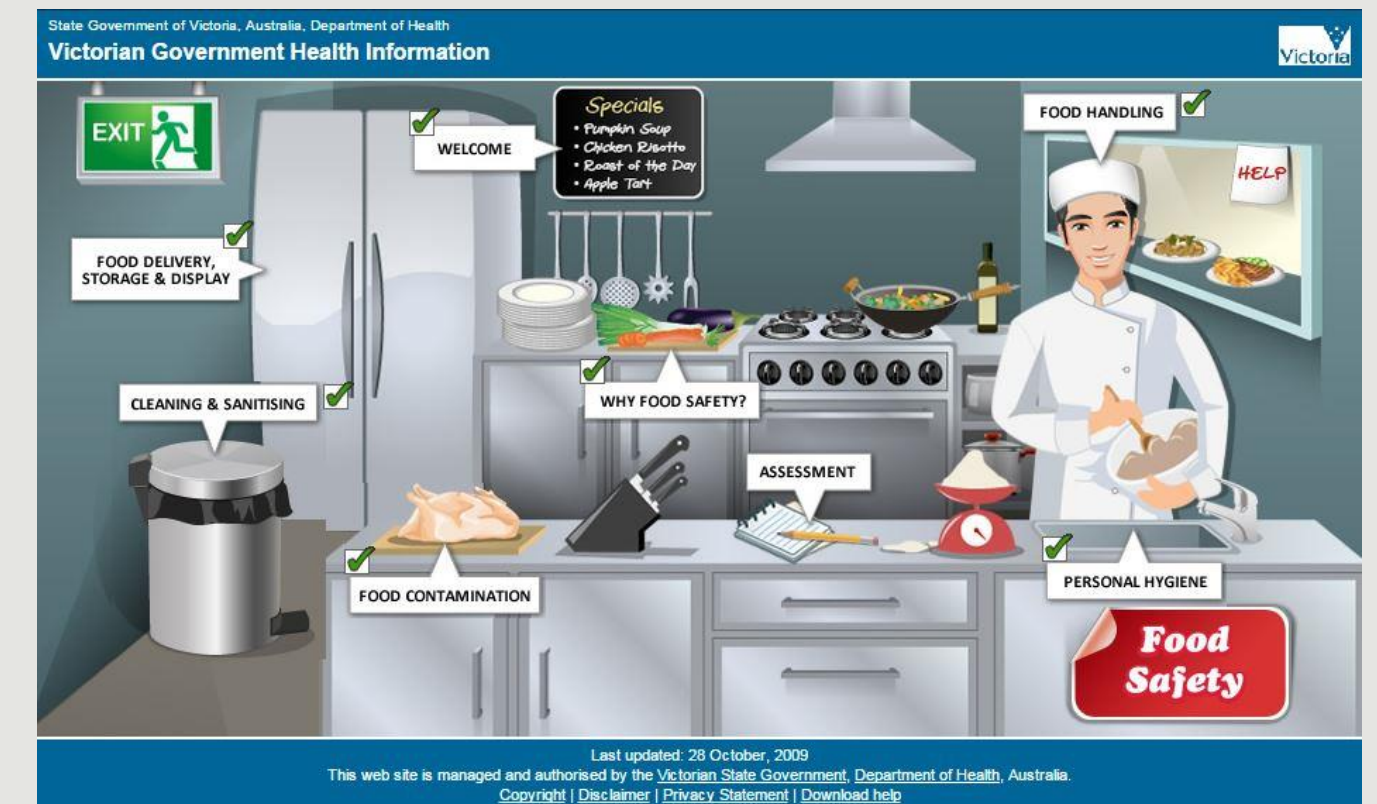
See section **7. *Supplementing the Menu*** of the Toolkit for more information.



# FOOD SAFETY

- Consider current school policies in regards to food safety.
- Be aware of allergies. Foodbank Traditional Oats and Muesli are completely nut free and are not processed on machinery that comes into contact with nuts.
- The unopened UHT milk is best stored out of direct sunlight, in ambient conditions, generally around 23-25°C.
- All delivered foods will be well within best before dates. Ensure stock is rotated and stored appropriately. If stock is close to its best before date and/or it's the end of term you can provide food to families to avoid wastage.

NOTE: There are no legal requirements or council fees for the SBC to be registered as the program will be running free of charge



Do Food Safely

<http://dofoodsafely.health.vic.gov.au/>



## ORDERING ONLINE

Food orders are made through our online ordering system. You will have the opportunity to order food to be delivered at the start of each term and the middle of term.

We have an online order calculator which can provide you with suggested order numbers for the available products. This is based on the number of days you run and the number of students you anticipate will attend. You will be able to alter these quantities when ordering, however limits will apply to some items to ensure there is enough stock for all schools.

We also have a dietary requirements table so you can see the dietary requirements for each of our products.

We will email your School's key contact for the program to notify them when the online ordering system is open. The email will specify:

- Cut-off date for ordering
- Your school's User Name and Password





## ORDERING SCHEDULE

- You can order food at any time but there are only two delivery windows per term.
- You must order before the cut-off date if you want to receive food in the upcoming delivery window.
- The food you order for each of the programs will arrive together in the one delivery.
- Supplementing your program with locally sourced products will potentially reduce the size of your order.
- School Holiday Supply Packs can be ordered over both delivery rounds but can be distributed in the last week of school to provide extra support for students during school holidays.

## DELIVERY

- You will receive an email prior to delivery, notifying you of the day it will arrive.
- Delivery will be made between 8am - 3pm.
- The driver will park the vehicle and see reception before dropping the delivery at a specified area in accordance with the school's instructions, provided there is access.
- Please ensure all appropriate staff, especially reception staff, are aware of the delivery process.
- Please inform Foodbank Victoria of any changes that may affect the delivery process. These include: Change of key contact person or their contact details AND any dates or days that a delivery could not be received e.g. PD days.



## DELIVERY METHOD

### Pallet or loose cartons? Van or truck?

Method of delivery will change based on order size

#### Small order (approx. 30 ctns or less)

- Will receive loose cartons
- Delivery made by van

#### Medium to extra large order (over 30 ctns)

- Will receive a pallet
- Delivery made by truck

Please note when receiving a delivery on a pallet:

- Drivers are not required to hand unload items from the pallet.
- You can either re-use or dispose of the pallets.
- If you have held onto pallets from a previous delivery you may ask the truck driver on your next delivery if they can pick it up. Please note however, that Third Party Drivers are not obliged to take pallets back.



Please note - if you are a rural school, your orders will be delivered by a truck regardless of the order size.



# GUIDE TO SIZE OF PALLET DELIVERY

Examples of per term pallet delivery quantities

SMALL  
ORDER



LARGE  
ORDER



MEDIUM  
ORDER

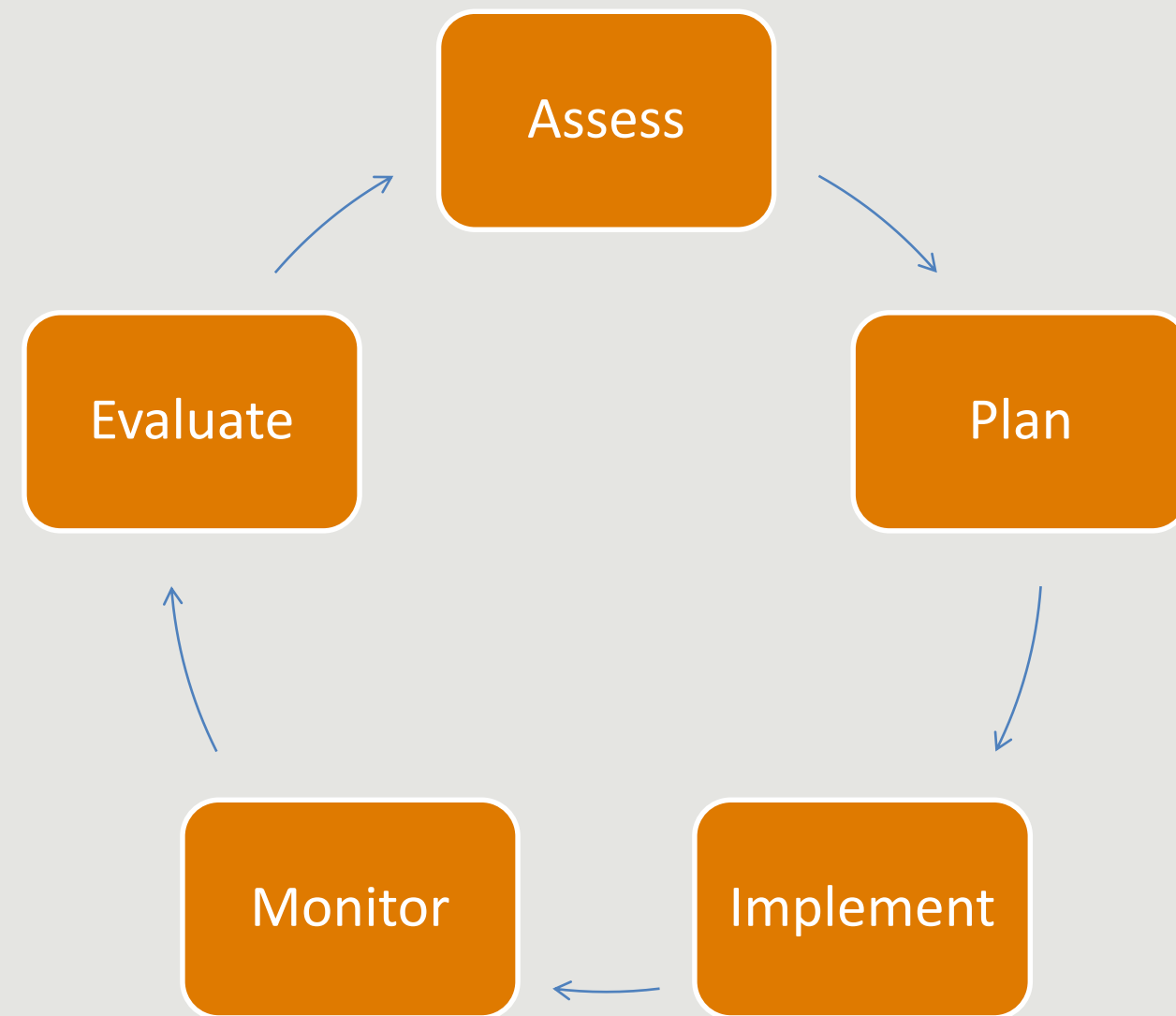


EXTRA  
LARGE  
ORDER





# MONITORING AND EVALUATION



**The Department of Education and Training will conduct an evaluation of the program.**

- This will involve annual monitoring and evaluation data collection from schools.

**Suggested record keeping for your reporting and planning purposes:**

- Names and number of attendees

# COMMUNICATIONS

We will schedule in a visit if coming to your region.

We'll also be in touch with:

- The Rise and Shine email newsletter - sent Week 5 of each Term
- Ordering reminders, delivery updates and any other important news about the program

Please contact us for any changes to the following as they will affect order quantities:

- Number of students attending
- Number of days running
- Days of the week

Your key contact at Foodbank Victoria is available via phone or email for all matters and questions relating to the School Breakfast Clubs Program.



Tim



Leticia



Clara



Emma



Sean



Breanna



# PROMOTING YOUR SCHOOL BREAKFAST CLUB

We invite all schools to celebrate and reflect on the positive impact of their School Breakfast Clubs Program.

If you'd like ideas or assistance to share the story of your School Breakfast Club with your community, please get in touch with your Foodbank key contact.

We also love seeing positive posts on social media about the program so don't forget to tag us if you post!



**@FOODBANKVICTORIA**



**@FOODBANKVIC**

