

# Western Australian School Canteen Association Inc.



*Supporting healthy choices*

## Broome Canteen PD

Dear Canteen staff and Parent body representatives,

The WA School Canteen Association Inc. is pleased to invite you to a two-part canteen professional development event.

It has been a number of years since we visited Broome so we encourage you to attend these dynamic training sessions held at the Broome North Primary School 100 Tanami Drive, Broome WA 6725.

Workshop details are overleaf including 'Financial management' and 'Food safety and hygiene' training. This is also a great opportunity to network with representatives from other schools in the area. Afternoon tea will be provided and we will supply a range of resources and certificates for each participant.

### ***Who should attend?***

The more the merrier - including canteen staff and volunteers, parent body representatives, teachers, principals and school nurses.

### ***Cost***

Special discount: if you register for both sessions you will only pay \$25 per person for members and \$35 non-members. Single session, \$15 per person for members and \$20 non-members.

### ***How to register***

Please register by Friday 3 November 2017 on 9264 4999 or [wasca@education.wa.edu.au](mailto:wasca@education.wa.edu.au)

### ***Payment***

Cheque or money order made payable to WA School Canteen Association Inc.; or EFT to Bankwest BSB: 306 035 Account: 419 7585, reference: 'BroomePD' and your school name. Please forward a remittance advice to [wasca@education.wa.edu.au](mailto:wasca@education.wa.edu.au)

If you would like further information please contact our office. We look forward to seeing you at the events.

Kind regards

Amanda Ferguson  
Project Officer  
September 2017



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## **PART A: Financial Management workshop Wednesday 8 November, 3.00pm - 5.00pm**

Running a canteen is equivalent to running a small business. Each school will be given a WASCA USB with pre-formatted templates. At this session you will learn all about:

- Correctly calculating pricing for menu items
- Standardisation, portion control and waste minimisation
- Marketing and promotion techniques
- Record keeping and stock control.

During the session we will also have the opportunity for networking and discussion about 'hot topics'. Be sure to tell us your canteens 'hot topic' when you register.

## **PART B: Food Safety & Hygiene training Thursday 9 November, 3.00pm - 4.30pm**

Canteens must ensure that the food prepared in the canteen is safe. Compliance with the *Healthy Food and Drink* policy requires canteen staff and volunteers to complete FoodSafe® Food Handler training or its equivalent. This session includes:

- Food handling and storage
- Cleaning procedures
- Pest control
- Temperature control
- Contamination
- Record keeping
- Allergy and cross contamination.