



VICSPORT

VICSPORT HEALTHY EATING POLICY

HEALTHY CHOICES

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VICSPORT HEALTHY EATING POLICY

Purpose

Vicsport recognises and values the importance of healthy eating in promoting people's health and wellbeing. Vicsport is committed to creating a health promoting environment which supports our staff, volunteers and visitors to make healthy food and drink choices.

Aim

This policy aims to support healthy eating choices in the workplace in line with the Australian Dietary Guidelines by implementing the Healthy Choices: Food and Drink Classification Guide using the Traffic Light System, **GREEN** Healthy Choices, **AMBER** Choose Carefully and **RED** Limit.

GREEN items- fresh fruit, vegetables, legumes, reduced fat dairy, grains, lean meat, water

AMBER items- stewed/dried fruit, full fat dairy, savory breads, meat with skin on, artificially sweetened drinks

RED items- sweet spreads (jam), confectionary, fried foods, saturated fats and oils, sugar- sweetened drinks

For more information about the Healthy Choices guidelines including other examples visit www.heas.health.vic.gov.au/healthy-choices/guidelines

Objectives

The objective of this policy is to support staff, volunteers, members and visitors to make healthy food and drink choices by:

- creating an environment which supports healthy food and drink choices
- increasing availability and promotion of healthier food and drinks
- decreasing availability and promotion of unhealthy food and drinks
- increasing knowledge and skills of staff, volunteers and community members regarding healthy eating

Where does the policy apply?

This policy applies in all areas where food and/or drinks are provided to staff, volunteers and visitors. This includes:

- catering provided by our organisation for meetings, functions and events (such as workshops, community events, launches, celebrations and ceremonies)
- catering provided by external user groups
- fundraising activities
- rewards, incentives, gifts, prizes and giveaways
- advertising, promotion and sponsorship

The policy does not apply to food and drinks brought from home by employees (e.g. birthdays, morning teas or personal fundraising). However, employees are encouraged to consider providing healthy options and to avoid promoting unhealthy fundraising activities (such as chocolate or confectionery drives) in public places, such as kitchens.

Procedures

Table 1 outlines the actions that Vicsport will undertake to implement Healthy Choices.

Table 1: Requirements and actions for supporting healthy food and drink choices at Vicsport:

Area	Requirement
Catering (meetings, functions, events)	<ul style="list-style-type: none"> Majority GREEN choices (aim for >50%) Limit RED choices (aim for <20%) Choose carefully AMBER choices (aim for <30%) Use traffic light system labels
Water	<ul style="list-style-type: none"> Water is always available free of charge
Fundraising, prizes, giveaways	<ul style="list-style-type: none"> No RED choices are supplied for awards, prizes and giveaways for adults or children
Advertising, promotion and sponsorship of food and drinks	<ul style="list-style-type: none"> GREEN choices are promoted at all occasions AMBER is not promoted at the expense of GREEN choices RED choices are not promoted
Physical work environment to support healthy eating	<ul style="list-style-type: none"> Kitchen facilities supports provision of healthy choices including safe storage, utensils and cooking facilities for personal food items as well as access to water and fruit
Information and education	<ul style="list-style-type: none"> Information and education opportunities are provided to staff, volunteers, community members and other key stakeholders

Responsibilities

The Healthy Choices Project Coordinator is responsible for implementing Vicsport's Healthy eating policy. Managers, staff and volunteers at Vicsport have a shared responsibility to support the policy, as outlined in Table 2.

Table 2: Responsibilities:

Managers are responsible for:	Staff and volunteers are responsible for:
<ul style="list-style-type: none"> ensuring staff and volunteers are aware of this policy creating an organisational culture that supports healthy eating supporting implementation of Healthy Choices overseeing implementation and review of the Healthy Eating Policy seeking feedback from staff, volunteers and other stakeholders providing opportunities for staff and volunteers to develop healthy eating knowledge and skills 	<ul style="list-style-type: none"> understanding the Healthy Eating Policy observing the policy procedures maintaining an organisational culture that supports healthy eating
	Staff involved in food and drink provision are responsible for: <ul style="list-style-type: none"> ensuring the food and drink complies with Healthy Choices understanding the <i>Healthy Choices: food and drink classification guide</i> and the traffic light system

Guiding principles

This policy has been developed in line with the following guidelines:

- *Healthy choices: food and drink classification guide – A system for classifying food and drinks.*
- *Australian Dietary Guidelines.*
- *Healthy Choices: healthy eating policy and catering guide for workplaces*

Related Policies

Vicsport HR Manual

Communication

- Employees are encouraged to actively contribute to all stages of development and review of this policy.
- The policy will be easily accessible to all employees and employees will be notified of all changes made to the policy.
- Caterers and suppliers will be notified of any changes to the policy.
- The policy will be actively advertised and promoted within the organisation.
- Staff will have opportunities to provide input at all stages of policy development and review.
- The policy will be easily accessible to staff and volunteers.

Review and monitoring

This policy will be reviewed six months from implementation and every 12 months thereafter.
The Healthy Choices Project Coordinator is responsible for leading the policy review.

The policy review process includes the following stages:

- assessing implementation to date and determining if objectives have been met
- identifying changes required to meet the policy objectives
- providing opportunities for employees to offer feedback
- seeking management support and endorsement for the updated policy
- distributing the updated policy to key stakeholders, including employees and food and drink suppliers and contractors.

Policy endorsement statement

Vicsport supports the implementation of the Healthy eating policy as an investment in the wellbeing of our employees.

Senior management will continue to support and champion healthy eating throughout the organisation in an ongoing capacity.

This <i>Healthy eating policy</i> has been endorsed by:	Name: Signature: Position: Date:
This <i>Healthy eating policy</i> has been reviewed in accordance with the above process:	Name: Signature: Position: Date:
Date of next review:	

For more information please visit: www.vicsport.com.au