

Healthy Catering Policy

Date adopted:	10 October 2024
Authorised by:	Chief Executive Officer
Date last reviewed:	2 October 2024
Reviewed by:	Staff team, Ilsa Hampton, Katy Theodore
Date of next review	August 2026
Related policies:	Drugs and Alcohol Policy
Staff training last completed:	Included in mandatory induction materials Staff meeting 10 October 2024

Purpose

This policy recognises and values the importance of healthy eating in promoting good oral and general health as well as the important social function of food for expressing identity and culture, hospitality, social connection and marking important milestones. ADAVB invests significant effort in developing, delivering, and supporting oral health promotion information, campaigns, and advocacy activities. This commitment to good oral and general health, including social connection, also applies in our workplace, and this policy reflects these commitments.

This policy is not intended to be contractual in nature.

Application

The policy applies to food and drinks provided by the Australian Dental Association Victorian Branch (ADAVB) for all meetings, functions and events for employees and visitors held on site.

This policy also applies to all prizes, advertising and promotions provided in association with all ADAVB events and activities.

This policy does not apply to food, or drinks purchased or brought from home by staff for their personal consumption.

Responsibilities

All employees have a shared responsibility to support the Branch Healthy Catering Policy when organising any catering.

Policy

ADAVB provides healthy eating choices, based on guidelines that classify foods and drinks according to their nutritional value and impact on oral health in particular, whilst also recognising the overall function of good food as key to enjoyment.

We have expressed the preferred range as *Everyday Food* and *Sometimes Food*.

- Catering should reflect a preference towards Everyday Food with limited sweet options

- If any sweet options are included, fruit that is easy to eat (finger-food style) should always be on offer alongside any other sweets
- High quality ingredients and food that is not highly processed are preferred to maximise enjoyment and nutritional benefit
- Catering for events should also not encourage excessive consumption

Tap water should be made available and actively promoted at all meetings, functions, and events, as it contains fluoride, which is beneficial for oral health, and is environmentally friendly, as opposed to bottled water.

Oral Health: Food and Drink Summary Table

Different foods and drink impact on our oral health in a range of ways due to sugar content and acidity and the extent to which traces of the product remain on your teeth post-consumption.

✓	✗
Drink	
Plain water	Sparkling water (including soda, mineral and tonic water)
Tea and coffee	Flavoured (e.g., caramel) coffees, sweetened powdered chai
	Sugar sweetened beverages (flavoured milk, soft drinks)
	Sugar free but acidic drinks (low/no sugar soft drinks like Coke Zero, and kombucha)
	Fruit juices (whether fresh squeezed or reconstituted), cordials, and sports drinks like Gatorade, Powerade etc.
Food	
Whole foods including; lean meat, vegetables, complex (preferably wholemeal) carbohydrates (such as pastas, breads, grains) and nuts and seeds. Served together may take the form of sandwiches, wraps, salads, stir-fries, curries, stews, soups etc.	Processed foods such as pastries and other baked goods (slices, cupcakes, croissants, iced breads), potato chips ('crisps') and equivalents, and cured meats such as ham, bacon, prosciutto.
Sugar-free chewing gum	Chocolate, lollies, caramels, mints, hard candies.

Categories

✓✓✓ **Everyday**

Examples include tap water, tea, and coffee (including herbal teas and decaffeinated coffee), multigrain, sourdough and wholemeal breads, plain rice and noodles, wholegrain cereals, milk, cheese and yoghurt, and whole foods such as fresh and frozen fruit and vegetables, meat and fresh and frozen fish, eggs, plain unsalted nuts, seeds and herbs.

These should be provided as the main choices at all times.

✓ **Sometimes**

Examples of 'sometimes' foods and drinks include sparkling low sugar beverages such as soda water, kombucha, processed meats in small amounts such as ham and corned beef, and crumbed chicken, fish, or vegetable products, white bread.

These should only be provided occasionally and in small portions.

☹️ **Occasional/small quantity - highly processed/sugary food**

Examples of highly processed and/or sugary food and drinks include soft drinks (including 'sugar-free'), sports drinks, fruit juices, cordials, energy drinks, confectionary, pastries, cakes, biscuits, fried foods, potato chips, pies, sausage rolls and processed meats such as salami, flavoured milk drinks and dairy desserts.

To reflect member preferences, a small portion of simple, catered treats (ie *not* commercially processed and/or with a short list of ingredients) can be included in catering for events (such as flourless chocolate cake, date and cocount slice, lamingtons, lemon slice).

Highly processed/sugary food can be provided in limited quantities for special occasions for staff, for example, a cake for someone's birthday, other special occasions.

Responsible service of alcohol

Alcohol should only be served for special occasions, such as celebrations, and some events such as our end of year stakeholder function. If in doubt, check with the CEO. When alcohol is provided, food and low-alcohol and non-alcoholic options, including tap water, should be available.

Further resources

[The Catering for Good Directory | Healthy Eating Advisory Service](https://heas.health.vic.gov.au/)

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Variation and review

ADAVB reserves the right to vary, replace or terminate this policy from time to time.

Revision History

Action	Date
New policy format and content update following staff workshop	October 2024