

Sunshine Heights Primary School

Food Sharing Policy

This policy was last updated in June 2026

This policy is due to be updated in June 2028



PURPOSE

To ensure that members of our community understand Sunshine Height Primary School's rules and procedures in place regarding the sharing of food at school.

SCOPE

The Food Sharing Policy applies to all members of the school community. It is important that all members of the school community are aware that students are not to swap or share food and can only eat food provided, ordered or approved by their parents or carers.

POLICY

Our Food Sharing Policy is designed to ensure that students with any form of allergy, food intolerance or medical condition are offered only foods approved by their parents or guardians. This policy also respects parents' right to determine their child's food choices based on religious beliefs or nutritional value. The Leadership team is responsible for educating parents and students about the reasons for and details of this policy. All staff must adhere to the Food Sharing Policy when managing students.

Food Sharing

Students across the school are not permitted to share their own food at any time. Rewards or acknowledgments given by staff members will not include food items.

Birthdays and Celebration Events

On special occasions such as birthdays, and at celebrations such as Christmas and Easter, the sharing of food is not permitted. This minimises the onus on staff to monitor student anaphylaxis, allergies and family preferences, and manages class time effectively. As an alternative, classes may acknowledge birthdays through school birthday charts, certificates or the class singing Happy Birthday. To avoid inequality, teachers are not permitted to give out food items, birthday invitations or party bags.

Curriculum Related Events

Throughout the year, there will be occasions when students will be involved in shared food experiences within the classroom. These activities may relate to curriculum studies or to an extraordinary special celebration. At all times, to help ensure the safety of children during these activities, parents will be notified prior to any event or lesson that involves food. In this case, parents will be given the opportunity via Compass to consent to participation, opt out, or provide an alternative food item for the class experience. Sunshine Heights Primary School staff will consult with



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families of children with medical alerts to explore ways in which each individual child can participate and be included in the event. Teaching teams will seek approval for such experiences from the Leadership team.

Whole School Events

On occasions, the school will hold fundraising or community events within and outside school hours that may involve food consumed on-site, not brought from home. Some examples include the Harmony Day Block Party, cultural celebrations, Election Day BBQ, and Special Person's Day morning tea. Supervision of students outside school hours is the responsibility of parents and carers. When an event occurs within school hours, such as the cultural picnic or Twilight School, a duty of care for students remains with the school. Therefore, any food sharing must have parental notification through Compass, with the opportunity for families to opt out. To ensure child safety, any food-sharing activities must be monitored by classroom teachers. Parents are not to share food with other children during these events, outside the controls mentioned above.

Breakfast Club/Food Bank

Sunny Heights provides a daily Breakfast Club, fresh fruit, and a community hamper supplied by Food Bank Victoria. This is seen as an important community service for our community, but it is still monitored to ensure health and safety standards are maintained.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Provided to staff at induction and included in staff handbook/manual
- Discussed at staff meetings/briefings as required
- Included in transition information sessions for new enrollments
- Made available in hard copy from school administration upon request

FURTHER INFORMATION AND RESOURCES

This policy should be read in conjunction with the following Department policies on the Policy and Advisory Library (PAL):

- [Duty of Care](#)
- Anaphylaxis Policy
- Health Care Needs Policy.

POLICY REVIEW AND APPROVAL

Policy last reviewed	June 2026
Approved by	Principal
Next scheduled review date	June 2028



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