

Product Registration Program



FOOD INDUSTRY HANDBOOK JULY 2019

Welcome to the Federation of Canteens in Schools (FOCIS) Food Industry Handbook

FOCIS aims to support, promote, facilitate and empower school communities, State and Territory Canteen Associations and Networks, food industry and government to enable stakeholders to make decisions that result in healthy food services.

The FOCIS Product Registration program and Nutrient Criteria was first developed in 1998 and is reviewed every three years. This resource is written specifically for food and beverage manufacturers and distributors who supply school canteens in Australia.

Background

FOCIS, established in 1992, is a not-for-profit charity representing school canteens in Australia and advocate on their behalf. As a peak body working with State and Territory Canteen Associations and Networks we believe school canteens are an integral part of the learning environment and play an important role in health promotion. FOCIS, through its members, works collaboratively with schools, canteens, parent bodies, professional associations, and health and education organisations.

Objectives

1. To improve the health of Australian school children through the delivery of nutritious and healthy foods. This will be delivered by developing and promoting position statements on current national issues for food services in Australia
2. To advocate and support the broader community, school governing bodies, state canteen associations and networks, governments and industry on the value of nutritious and healthy foods
3. To promote healthy, safe and sustainable high quality food and drinks for Australian canteens
4. The property and the income of the Association shall be applied solely towards the promotion of the objects of the Association and no part of the property or income may be paid or otherwise distributed, directly or indirectly, to members, except in good faith in the promotion of those objects.

Stakeholders and partners

- FOCIS members, including Canteen Associations and Networks across Australia
- Canteens, including food services operated in schools and the broader community
- Schools, including canteen staff, Principals, teachers, parents and students
- Food industry
- Government and non-government bodies with similar objects that work with schools and the broader community to promote nutritious food choices.

Definitions

Canteens

- a) Food services in schools that are onsite and/or outsourced
- b) Sports clubs, recreation centres, community groups, youth centres or other groups and business that supply a food service

Children

- According to the Australian Dietary Guidelines (2013), children and adolescents are aged 2-18 years. Children and adolescents are referred to as children throughout this document

Food service

- For ease of reading all food services are described as a canteen, however this also refers to 'tuckshops' and the term canteen manager also refers to the canteen supervisor and tuckshop convenor.

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The role of canteens in schools

As children spend a large part of their active hours at schools, school canteens can be a significant source of foods purchased by children, including lunches and snacks. A healthy school food environment can also encourage early development of healthy eating behaviours.³

School canteens have several important functions:

- To provide a service to the school community
- Schools and their canteen are well placed to support healthy eating and in fact have a vital role to play in helping to reduce the worldwide epidemic of childhood obesity
- To provide a variety of nutritious, tasty and attractively presented food and beverages at a reasonable cost
- To practically reinforce classroom health, food and nutrition education by supporting the main objectives of the respective State and Territory Departments of Education
- To maintain high standards of hygiene in handling, preparing, serving and storage of food in line with the National Food Safety Standards²
- To involve parents and the wider school community in the functioning of the school canteen so they can: contribute to setting educational goals and policies; participate in the development or evaluation of a canteen policy; and contribute to the health and nutrition education program of the school.

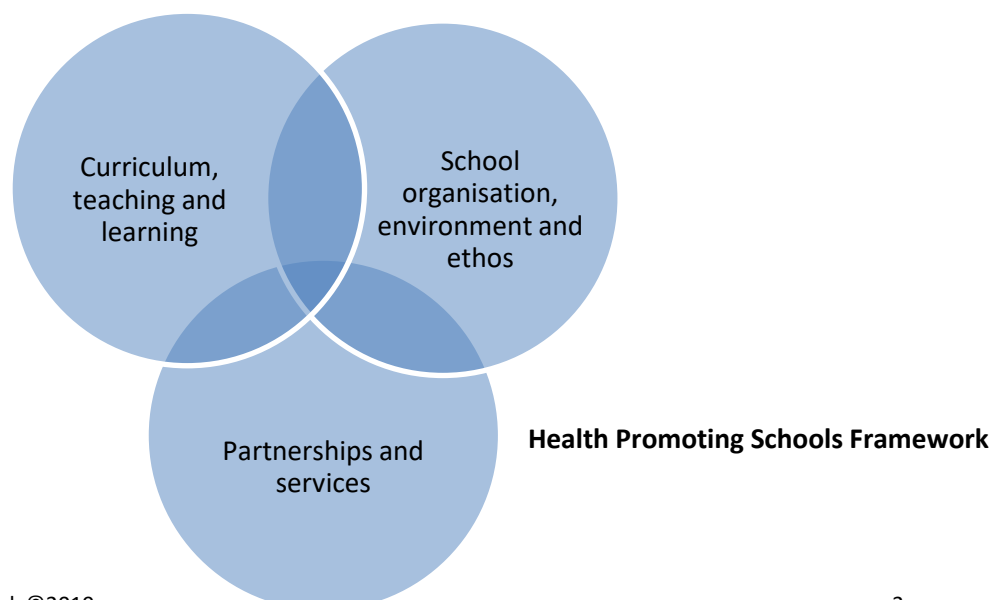


When canteen staff, parents, teachers and students work together, the canteen can become a focal point for the food and nutrition education that supports and reinforces what students learn at home, in the classroom and in the community.

The health promoting schools approach is an initiative of the World Health Organisation⁴ and the school canteen is an integral factor in enabling a school to become a healthy place.

Health Promoting Schools

The World Health Organisation⁴ has championed Health Promoting Schools since 1995, launching WHO's Global School Health Initiative with a focus to mobilise and strengthen health promotion and education activities at the local, national, regional and global levels. The Initiative was designed to improve the health of students, school personnel, families and other members of the community through schools. The school canteen is an integral factor in enabling a school to become a healthy place and adopting a whole school approach.



FOCIS Product Registration Program

FOCIS developed the registration program in response to the demands from schools for assistance in deciding which foods and beverages to put on their menus. FOCIS believes that it is important to work closely with the food and beverage industry to encourage the development and registration of foods that meet the FOCIS Nutrient Criteria. The registration program makes it easier for schools to identify food and beverage products that meet dietary guidelines and government policy/guidelines.

Purpose of the FOCIS Nutrient Criteria

FOCIS encourages school canteens to stock a wide variety of tasty, nutritious foods and beverages that contribute to children's growth and development. For specific advice about the government canteen policy/guidelines in Australia, food industry and canteen representatives are encouraged to contact their State or Territory Canteen Association or Network.

Many menu items are freshly prepared in canteens and managers need to be able source nutritious fresh ingredients to ensure that the prepared items meet the Australian Dietary Guidelines¹. FOCIS registers both fresh ingredient lines and commercial processed foods that must meet the Nutrient Criteria.

The purpose of the criteria is to enable the identification, registration and formulation of healthier products for the school canteen market.



Developing the Nutrient Criteria

There is significant evidence that in Australia the prevalence of overweight and obesity has increased, with an estimated 27% of children and adolescence now overweight or obese⁵. Overweight and obesity in childhood is linked with chronic health problems and children who are obese are more likely to maintain their obesity into adulthood⁵. Identified population strategies for the management and prevention of childhood obesity, such as improving eating patterns and decreasing the consumption of energy dense nutrient poor foods, have been taken into consideration when developing the FOCIS Nutrient Criteria. FOCIS first developed the nutrient criteria in 1998 in consultation with State and Territory Canteen Associations and their nutrition advisors, health and education professionals, and representatives of the food industry. The 2016 FOCIS criteria have been developed using a similar process.

The Nutrient Criteria have been set, taking the following into account:

1. The nutrient composition of particular types of foods. Thus the same criteria are not applied across the board e.g. the criteria applied to cheese are not those applied to bread
2. Guidelines and regulations according to Food Standards Australia and New Zealand (FSANZ)²
3. The Australian Dietary Guidelines¹
4. The portion/serving sizes i.e. the typical amount of the food consumed in some categories
5. The composition of currently available foods, with an aim to set criteria that are feasible and to recognise the best of current widely available products
6. The types of foods which are likely to be developed for the canteen and children's market in the future
7. Dietary food modelling based on the assumption that one third of a child's daily food intake is consumed at school.

The criteria are designed to address the food needs of the general student population not those with specific medical conditions (e.g. diabetes, coeliac disease or food allergy).

Nutrition reference group

The FOCIS Nutrient Reference Group (NRG) incorporates representatives from a range of States and Territories and various organisations. Individuals are appropriately qualified including nutritionists, dietitians and food technologists. This group is called upon every three years when the criteria is reviewed; and as/when required to review food and drink classification or to discuss significant issues and make recommendations to the FOCIS Committee of Management.

The 2016 review led to a number of changes; effective 1 July 2017. One of the main aims of the review was to increase national consistency and alignment with the National Healthy School Canteen Guidelines (NHSCG). FOCIS has adopted the NHSCG with minor variations (see page 29 for a summary of non-alignment and rationale).

FOCIS acknowledges that there is an exponential growth of food and beverage products entering our food supply as consumer demands change and food technology grows. FOCIS will assess all new food and beverage products, which do not fit any category on a case by case basis.

FOCIS recognises:

- the value of working in partnership with likeminded organisations across Australia
- the important role of Canteen Associations and Networks and aims not to duplicate resources, negatively impact funding or key performance indicators of individual groups but advocate for greater effectiveness and efficiency based on collaboration.



National perspective

There are a number of different government canteen policy/guidelines across Australian States and Territories. However, there are a number of synergies as they are each based on existing national dietary recommendations, including the Australian Dietary Guidelines (2013). With the exception of New South Wales, all jurisdictions use a traffic light system to categorise food and drinks.

The policy/guidelines are reviewed regularly by policy owners including the Departments of Health and Education.

Policies and Support for Australian Canteens		
State and territory	Policy and/or guidelines	Supporting partners and useful website
Australian Capital Territory	<ul style="list-style-type: none"> • ACT Public School Food and Drink Policy 2015 	<ul style="list-style-type: none"> • ACT Health Fresh Tastes • Healthy Kids Association • Nutrition Australia ACT
New South Wales	<ul style="list-style-type: none"> • NSW Healthy School Canteen Strategy 	<ul style="list-style-type: none"> • Healthy Kids Association • Healthy School Canteens, NSW Department of Education
Northern territory	<ul style="list-style-type: none"> • School Nutrition and Healthy Eating policy 	<ul style="list-style-type: none"> • Department of Education • Department of Health
Queensland	<ul style="list-style-type: none"> • Smart Choices, the Healthy Food and Drink Supply Strategy for Queensland Schools 	<ul style="list-style-type: none"> • Queensland Association of School Tuckshops
South Australia	<ul style="list-style-type: none"> • Right Bite policy 	<ul style="list-style-type: none"> • South Australian School Canteen Network Inc
Tasmania	<ul style="list-style-type: none"> • Move Well Eat Well program; CoolCAP (canteen accreditation program); based on National Healthy School Canteen Guidelines 	<ul style="list-style-type: none"> • Tasmanian School Canteen Association Inc
Victoria	<ul style="list-style-type: none"> • School Canteens and Other School Food Services Policy 	<ul style="list-style-type: none"> • Healthy Eating Advisory Service
Western Australia	<ul style="list-style-type: none"> • Department of Education's Healthy Food and Drink policy 	<ul style="list-style-type: none"> • WA School Canteen Association Inc

The 'traffic light system'

The traffic light system enables the practical identification of food and drinks suitable for school canteens.

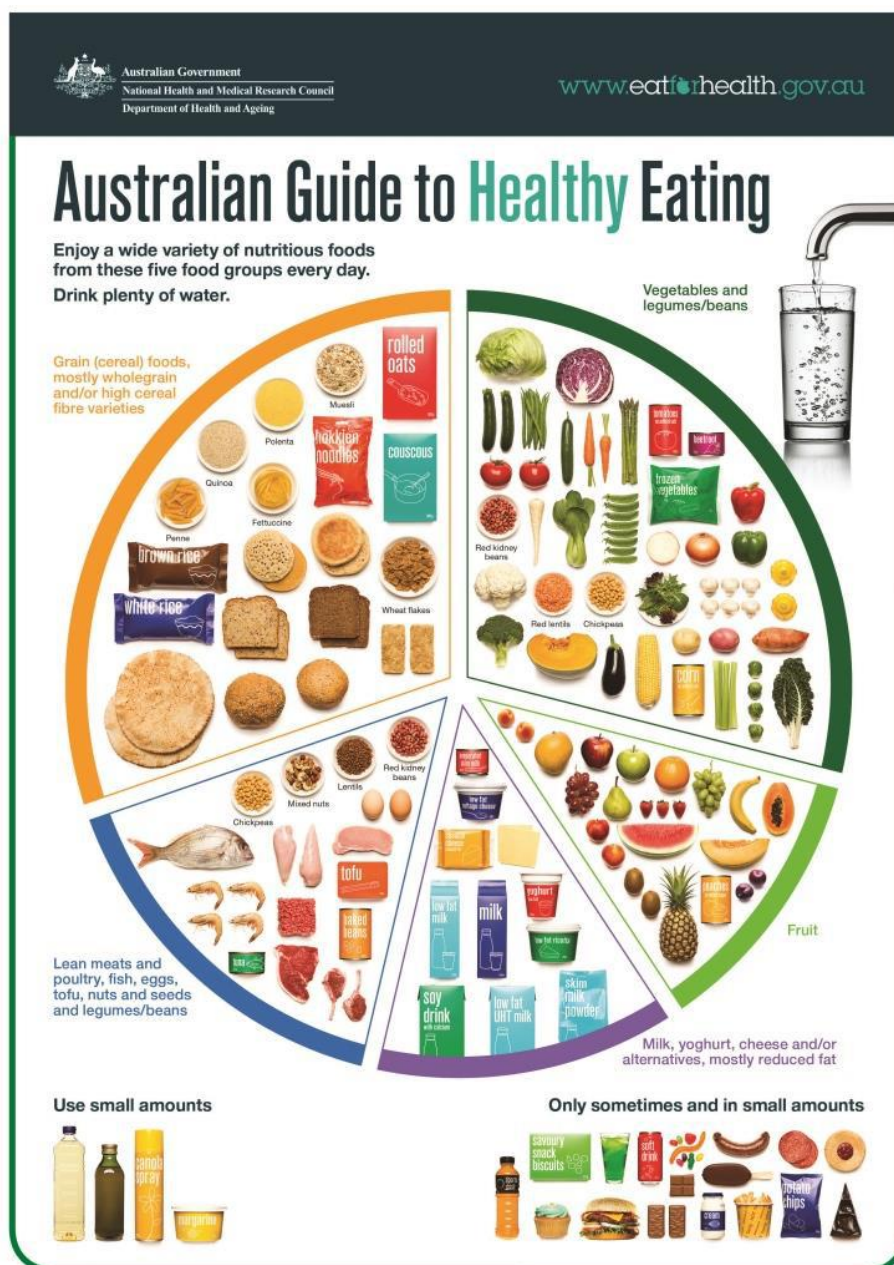
	Green	Amber	Red
	Best choices for the school canteen menu as they contain a wide range of nutrients and are generally low in saturated fat and/or sugar and/or sodium (salt). These foods and drinks correspond to core food groups that should dominate canteen menus	Contain some valuable nutrients but may also contain higher levels of saturated fat and/or sugar and/or sodium (salt). Their over-consumption could contribute to excess energy intake and, therefore, guidelines recommend amber items are limited	Low in nutritional value and may contain excess energy (kilojoules) and/or saturated fat and/or sodium (salt) and/ or sugar and are often discretionary foods. Products that do not meet the FOCIS nutrient criteria are red and not recommended to be sold in canteens
Drinks	Water; plain reduced fat milk; reduced fat flavoured milk, ≤375mL	Full fat plain milk; reduced fat flavoured milk >375mL; reduced fat coffee flavoured milk drink ≤375mL; fruit and vegetable juice, 99%, ≤250mL	Soft drinks, iced tea, cordial, sports waters, sports drinks, flavoured water, energy drinks, coffee flavoured milk drinks >375mL
Bread and cereals	All bread, preferably wholegrain, wholemeal e.g. breakfast cereals, bagels, crumpets, English muffins, pita, rye, fruit bread, plain and savoury scones, pikelets, pancakes, rice, pasta, noodles, cous cous, quinoa	Savoury bread e.g. cheese scroll, garlic bread, pizza bases	Croissant; chocolate scroll
Fruit	Plain and frozen fruit, canned in fruit juice	Plain dried fruit, 99% fruit bar	Chocolate coated fruit, fruit leathers
Vegetables	Fresh, frozen or canned without added flavourings, reduced salt baked beans, chickpeas, kidney beans, lentils	Baked beans (regular)	Deep fried vegetables
Milk and milk products	Plain and flavoured reduced fat yoghurt and cheese	Plain and flavoured full fat yoghurt and cheese	Chocolate coated ice cream; milkshakes made with cream
Meat and alternatives	Unprocessed lean beef, chicken, lamb, pork, turkey, fish; plain canned tuna, salmon, sardines; eggs; plain nuts	Burger patties; chicken strips; nuggets; sausages; frankfurts; lean processed meats, e.g. free flow chicken, ham, bacon	Deep fried meat; salami; polony
Savoury hot and cold food	Meals e.g. pasta and rice, soup, frittata, sushi	Meals e.g. pasta and rice, pies, sausage rolls, hot dogs, quiche, pizza	Meals e.g. pasta and rice made with high fat ingredients i.e. cream
Snack foods	Plain air popped popcorn; reduced fat cheese and plain cracker packs	Baked snack biscuits; flavoured popcorn; muesli bars; sweet or savoury biscuits; un-iced cakes, muffins and sweet pastries; milk-based ice cream; dairy desserts e.g. custard; fruit juice icy poles (99%)	Less than 99% fruit juice icy poles, iced cakes and slices, doughnuts, Danishes, croissants, cream-filled buns/cakes; confectionary e.g. boiled lollies, carob, chocolate

Nutritional needs

Many families rely on school canteens to regularly contribute to their children's food intake. It is important therefore that canteen menus are able to make a positive health contribution to children's diets.

The Australian Dietary Guidelines give advice on eating for health and wellbeing; they include:

- Guideline 1 To achieve and maintain a healthy weight, be physically active and choose amounts of nutritious food and drinks to meet your energy needs
- Guideline 2 Enjoy a wide variety of nutritious foods from the five food groups every day
- Guideline 3 Limit intake of foods containing saturated fat, added salt, added sugars and alcohol
- Guideline 4 Encourage, support and promote breastfeeding
- Guideline 5 Care for your food; prepare and store it safely.



FOCIS nutrient criteria food categories

There are nine categories; five of these are based on the five food groups in the Australian Guide to Healthy Eating (AGHE)¹ and include:

1. Grain foods (cereals) mostly wholegrain and/or high cereal fibre varieties
2. Vegetables and legumes/beans
3. Fruit
4. Milk, yoghurt, cheese and/or their alternatives (mostly reduced fat)
5. Lean meat and poultry, fish, eggs, tofu, nuts and seeds and legumes/beans.

An additional four categories have been added. These are:

6. Mixed foods: hot and cold meals/dishes
7. Miscellaneous foods and snacks
8. Beverages
9. Fats, oils, dips and sauces.

1. Grain foods (cereals) mostly wholegrain and/or high cereal fibre varieties

Grain foods are mostly made from wheat, oats, rice, rye, barley, millet, quinoa and corn. The different grains can be cooked and eaten whole, ground into flour to make a variety of cereal foods like bread, pasta and noodles, or made into ready-to-eat breakfast cereals. The nutrients provided by the foods in this group include carbohydrates, protein, fibre and a wide range of vitamins and minerals including folate, thiamine, riboflavin, niacin and iron.

Age	Daily serves
4-8 years	4 serves
9-11 years	4-5 serves
12-18 years	5-7 serves



2. Vegetables and legumes

Vegetables and legumes are a good source of vitamins, minerals, dietary fibre and carbohydrate. In addition, legumes also contribute protein and iron. Capsicum, broccoli, cauliflower, cabbage and tomatoes are high in vitamin C. Dark green and orange vegetables like spinach, broccoli, carrots and pumpkin are high in vitamin A. Green vegetables, dried peas, beans and lentils are a food source of folate.

Frozen and canned vegetables can be used as an alternative to fresh. However, some of these products can have a higher fat and sodium content such as frozen chips, wedges and formed vegetable products and should not be used as everyday food items. These product lines are assessed under the miscellaneous snack food category.

Age	Daily serves
4-8 years	4 ½ serves
9-11 years	5 ½ serves
12-18 years	5 ½ serves



3. Fruit

Most fruits are low in energy (kilojoules) and high in fibre and water, making you feel fuller. This reduces the risk of over eating which can cause weight gain. The fibre in fruit is also thought to reduce the risk of some cancers, including colorectal cancer¹.

Fruit is abundant in vitamins, minerals and phytochemicals. Vitamins such as vitamin C and E and different phytochemicals may reduce the risk of cardiovascular conditions. Potassium and magnesium found in fruit have also been linked to lower blood pressure. Fruit is a good source of vitamins, including vitamin C and folate. It also provides carbohydrates, in particular natural sugars such as fructose and fibre. Juices belong in this group but they often have much lower fibre content than fresh fruit.¹

Age	Daily serves
4-8 years	1 ½ serves
9-11 years	2 serves
12-18 years	2 serves



FOCIS Nutrient Criteria for this category also includes fruit juice with no added sugar. Fruit juice according to the Food Standards² is defined as the liquid portion, with or without pulp, obtained from:

- i. Fruit
- ii. Fruit juice must not contain deionised fruit juice
- iii. In the case of citrus fruit, other than lime, the endocarp only of the fruit and includes products that have been concentrated and later reconstituted with water to a concentration consistent with that of the undiluted juice from which it was made.² Phytochemicals, which juices contain, may contribute to reducing the risk of non-communicable chronic diseases.¹

4. Milk, yoghurt, cheese and/or their alternatives (mostly reduced fat)

Milk, cheese and yoghurt provide calcium in a readily absorbable and convenient form. They also have various health benefits and are a good source of many nutrients, including calcium, protein, iodine, vitamin A, vitamin D, riboflavin, vitamin B12 and zinc. As full fat milk products can be high in saturated fat, it is recommended that reduced fat varieties be encouraged for school aged children (two years and over)¹.

Choices of milk and yoghurt can be made on the basis of fat content, type of sweetener and flavouring used.

In addition to milk, cheese and yoghurt, other calcium containing foods are included in this category. These include milk beverages, and evaporated milk as well as calcium fortified soy milk and derivatives.

Age	Daily serves
4-8 years	2 serves
9-11 years	2 ½ serves
12-18 years	3 serves

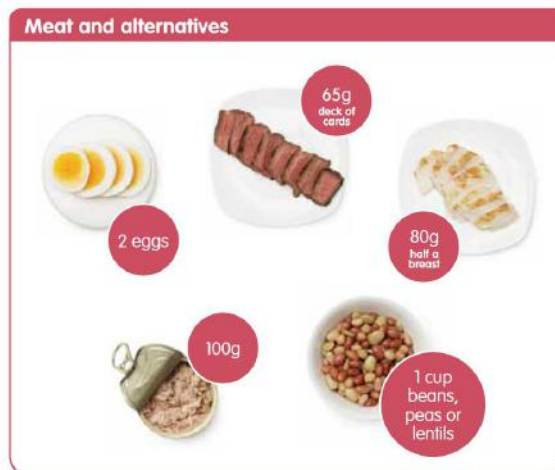


5. Lean meat and poultry, fish, eggs, tofu, nuts and seeds and legumes/beans

Traditionally, the foods from this food group are considered ‘protein rich’ and most Australians have no trouble eating enough protein each day. More importantly however, this food group also provides a wide variety of other nutrients such as: iodine, iron, zinc, vitamins, especially B12, and essential fatty acids. Lean red meats are a particularly good source of iron, zinc and B12 and are easily absorbed.

Age	Daily serves
4-8 years	1 ½ serves
9-11 years	2 ½ serves
12-18 years	2 ½ serves

Some lean meat products, such as ham, are high sodium content due to the manufacturing process used such as curing or salting. Due to the high sodium content of these meats, they should only be used on an occasional basis, not every day.



Reducing dietary salt intake is a leading population health strategy for achieving the primary prevention of hypertension in the 21st Century.¹ Therefore FOCIS is committed to working with the food industry to gradually reduce the sodium content of processed foods. However, in the interim, FOCIS has set serving size limits (100g is the maximum serve size) for the amount of these products to be used in canteens.

6. Mixed foods: hot and cold meals/dishes

A large number of the foods available within the food service market today do not easily fit into the AGHE’s five food groups as they are a combination of more than one group. Examples include soups, pastry items, pizza, pasta, rice and noodle dishes, salads, sushi and commercially prepared sandwiches and rolls. Many of these foods contain valuable nutrients and can provide tasty and healthy choices on a school canteen menu.

Some pastry products and other mixed foods such as pizza, pasta and rice dishes, and other hot and cold foods can be high in fat and salt. However FOCIS has encouraged the food industry to produce product lines in which the level of fat, particularly saturated fat and salt has been reduced. FOCIS will also encourage the food industry to provide smaller serving sizes of some of these products to reduce the overall energy content and total fat intake of a child’s diet.



7. Miscellaneous foods and snacks

The foods included in this group are either typical snack foods that are consumed by children or other items that are unable to be classified under the existing categories. FOCIS encourages the food industry to produce a range of snack items that are lower in fat (particularly saturated fat), sodium, sugar, and higher in fibre and have a serving size that does not contribute significantly to the energy, saturated fat and sodium of the diet. FOCIS encourages the food industry to produce new products based on the five food groups, such as whole grains and cereal, vegetables, fruit based snacks and dairy snacks based on milk, cheese and yoghurt.

With the increasing production of a range of dairy based products on the market, Nutrient Criteria has been set for some products that, although are higher in sugar and lower in calcium, still provide nutritional benefits over the other 'snack type foods'. These include foods such as dairy desserts and ice creams. These foods add variety to a child's diet and encourage children to consume these products in place of other snack products may provide less nutrients.

Many snack products that fit into this category, although modified to reduce total fat, saturated fat, sugar and sodium will still have higher amounts than fresh produce such as fresh fruit, vegetables and plain bread. Therefore, these should not be seen as everyday food items and children should be encouraged to consume these only occasionally. FOCIS realises many of the foods in this category may add to the enjoyment of eating a healthy diet and can have a place in the school canteen.

8. Beverages

Water should be encouraged as a main drink as per the AGHE¹.

FOCIS does not register:

- sugar sweetened drinks, such as soft drinks
- drinks containing intense and/or artificial sweeteners (with the exception of dairy)
- water flavoured with sugar, intense and/or artificial sweeteners or fruit juice and its derivatives. Flavoured water offer little or no nutritional value and may displace the consumption of plain water.

9. Fats, oils, dips and sauces

FOCIS encourages canteens to use polyunsaturated or monounsaturated fats in line with the AGHE¹. The Heart Foundation¹⁰ recommends replacing saturated and trans fats with unsaturated fats to reduce the risk of heart disease. For example, butter has around 50% saturated fat and 4% trans-fat. Margarine spread is much lower in unhealthy fats and are in fact also a good source of healthier fats; and try using olive oil or canola for cooking

FOCIS does not register products that are deep-fried or have preparation instructions that including deep-frying.

Additional considerations

There are a number of additional considerations taken into account when FOCIS assesses products for registration.

Overall nutritional value

FOCIS encourages and supports the development and promotion of foods and products that contribute essential nutrients to a child's diet in a tasty and affordable way and will contribute positively to the development of life long healthy eating habits.

FOCIS reserves the right not to register foods or products that have overall limited or poor nutritional value or if the nutrients they do contain can be easily sourced from a more nutritious and possibly more affordable food or beverage source.

Intense sweeteners

There have been no safe levels of intake of intense sweeteners developed to date for children. In light of this, FOCIS's will not register products containing intense (natural or artificial) sweeteners e.g. aspartame, stevia. However, FOCIS will register intense sweetened dairy foods such as milk, yoghurt and dairy alternatives that fit into the core food group and are good sources of important nutrients such as calcium and protein.

Additives and preservatives

Food additives are substances added to a food during processing. Salt, sugar and vinegar are examples of additives and have been used for centuries to preserve foods. Some food additives are naturally derived, while others are from synthetic sources. The human body cannot distinguish between a chemical naturally present in a food and that same chemical present as a synthetic additive¹¹.

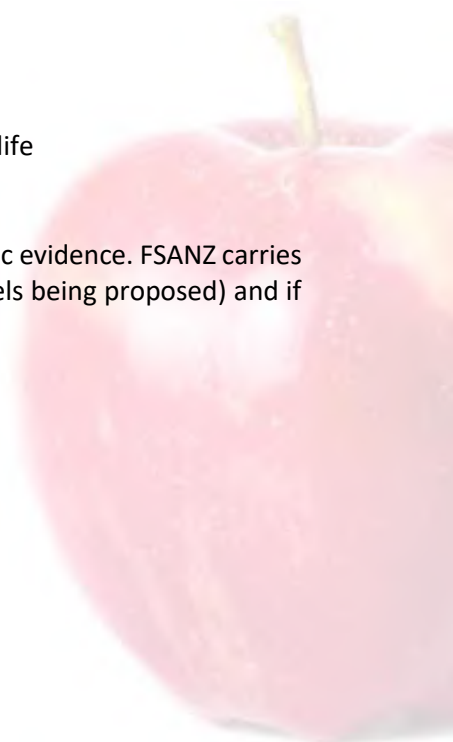
Food additives are used to:

- Improve the taste or appearance of a processed food
- Improve the quality or stability of a food
- Preserve food when this is the most practical way of extending its storage life
- Ensure that food is safe.

The use of food additives in Australia is regulated by FSANZ and is based on scientific evidence. FSANZ carries out safety assessments to determine whether the food additive is safe (at the levels being proposed) and if there is a good technological reason for using the additive¹⁰.

For more information visit:

[Food Standards Australia and New Zealand \(FSANZ\)](#)
[Dietitians Associations of Australia \(DAA\)](#)



Caffeine



At certain levels, some people exhibit signs of increased irritability and restlessness after consuming caffeine; this varies from person to person. Caffeine is not necessary for growth and development hence there are no clear guidelines around maximum recommended amounts⁹. FOCIS does not recommend the sale of tea and coffee in school canteens to children. However, coffee flavoured milk drinks may be sold in secondary schools, with a maximum serve size of 375mL, and must be made with reduced fat milk.

Fortified foods and beverages

Foods and beverages sold in canteens will need to meet the FSANZ guidelines in relation to fortification and health claims. FOCIS reserves the right to reject foods and beverages, which contain levels and/or type of supplementation, which are not suitable to be consumed by children. FOCIS may also reject fortified foods, which have little or limited nutritional value other than the source of fortification. The position of FOCIS is that children should gain the nutrients they require from the five food groups as per the AGHE¹. FOCIS also believes that canteens are not in a position to monitor or control the potential over-consumption of some lines of fortified foods and beverages by children and if these foods are to be consumed by children, it is best done under parental supervision in the home environment.

Confectionary

FOCIS does not register confectionary due to their high sugar and/or fat content and low nutritional value. Confectionary is defined as any food that is, or intended to be, eaten or sold as confectionary. It includes lollies in any form and chocolates. Due to their consistency, many confectionary lines have a tendency to stick to teeth thus increasing the risk of dental caries. In this definition, FOCIS also includes ingredients such as jellies, chocolate chips and buttons, sugar sprinkles, sugar coated chocolate and nuts, yoghurt flavoured sugar toppings, gums and chews. FOCIS does not encourage the use of confectionary in products and within many of Nutrient Criteria food categories it is specified that no confectionary be in the ingredients.

Promotional material associated with food products

FOCIS reserves the right to reject foods, which are associated with less healthy foods and other products and/or unhealthy or inappropriate messages. This may include:

- using packaging and/or advertising and marketing materials to promote their products to look like alcoholic or tobacco products (e.g. products that resemble cigarettes or beer bottles/cans)
- use of packaging or marketing strategies that delivers or may deliver inappropriate and/or misleading health message/s to children (e.g. a healthy food with the same name as a confectionary product).

Packaging

Packaging ensures the safety of products in transit, extends shelf life and guarantees the integrity of the contents, depending on the characteristics of the product. However, packaging contributes significantly to litter and waste production and litter is a problem in many schools. FOCIS encourages the food industry to consider reducing the use of excess packaging, to promote recycling and so contribute to the development of health promoting school environments and communities.



Serve sizes and point of sale instructions

Foods will be assessed according to their point of sale product size and/or made up to directions and serving instructions. For example, the contents of a ready for sale bottle of beverage will be assessed according to the bottle size it comes in not the number of suggested serves it contains i.e. total energy in the bottle irrespective of how many serves are listed on the nutrition information panel. A slice of pizza from a bulk slab will be assessed according to the manufacturers' suggested serving size not the whole slab. Healthy serving suggestions such as serve with salad, or use wholegrain bread are encouraged but will not be included in the nutrition analysis of the product.

Country of origin

FOCIS encourages schools to stock foods that are made or produced in Australia. Our manufacturers, farmers, fishermen and processors make some of the best products in the world, and by buying their goods, you're not only supporting local jobs and the Australian economy, but also getting great products and produce.

Food safety

According to FSANZ² food safety standards place obligations on Australian food businesses to produce food that is safe and suitable to eat. A food business is any business or activity that involves the handling of any type of food for sale, or the sale of food in Australia. The standards, which also contain health and hygiene obligations for food handlers, aim to lower the incidence of food-borne illness. The standards that apply to schools canteens include:

- 3.2.2 Food Safety Practices and General Requirements
- 3.2.3 Food Premises and Equipment
- 3.3.1 Food Safety Programs for Food Service to Vulnerable Persons.



Registering products

Benefits of FOCIS registration

- Effective links to schools. FOCIS member School Canteen Associations and Networks:
 - have close links with people working in school canteens. Therefore, FOCIS keeps up to date with trends and issues which can influence sales
 - conduct food expos, trade fairs, meetings and networking opportunities and have resources and publications to showcase and promote products to canteens
- Marketing and promotion
 - Listing, images and description in Registered Product List on FOCIS website
 - Use of FOCIS logo on promotional material (not products) pertaining to the registered products (FOCIS approval required)
 - Certificate of Registration for approved products
 - Listing as a registered product in each applicable member state and territory 'Product Buying Guide' and on websites (at the discretion of the individual organisation)
 - Eligibility to be involved in State and Territory member activities e.g. trade shows, industry evenings, canteen networks, conferences etc. as appropriate.

Trademark use



The FOCIS trademark has been developed to assist you in the marketing of registered products to school canteens. The use of the mark will indicate clearly and immediately to buyers that the product has met the requirements and the FOCIS Nutrient Criteria.

Only companies with currently registered products may use the FOCIS trademark. The trademark may only be used on promotional literature (brochures, advertisements etc.), not on packaging. Furthermore, the trademark can only be used for the products that have been registered. It may not be associated with any other product/s or with the company, in general.

Trademark printing mechanics include bromide materials for black and white reproduction with PMS (Pantone) instructions and keylines for colour reproduction are available to registered companies on request.

Any company using the trademark in any unauthorised way will, without further notice from FOCIS, forfeit all their company benefits and product registration entitlements without further refund of fees previously paid. In addition, canteen buyers will be immediately notified that the company and all the company's products have been de-registered.

Random spot checks

Random spot checks will be performed on products to ensure conformity to the FOCIS Nutrient Criteria.

In the event of a spot check not matching the analysis or certification supplied by the applicant (within a 10% tolerance of the criteria for the relevant category), FOCIS will alert the applicant in writing, and give them 14 days from the date of the written notice to explain the discrepancy. If no satisfactory explanation is received, the product will immediately be removed from the Registered Product List, and member Associations and Networks will be notified of their de-registration.

Terms and conditions

The Client

- An invoice will be issued once the application is received, the invoice must be paid before the assessment can begin
- Once completed and approved, letters and certificates of approval will be issued and the website updated
- In the event of all the products not being approved, FOCIS will retain the assessment fees plus 10% of the annual company fee. The balance of the annual company fee will be refunded to the client within 14 days of notification that all the products have not been approved
- Trading Terms for FOCIS are **Strictly 14 Days from Invoice NET**
- Should an account become overdue, late payment surcharge of 1% of the unpaid balance per calendar month will be applied on accounts, with a minimum charge of \$2.20
- Should an account remain overdue, FOCIS at its' discretion, reserves the right to refer the account to a Collection Agency for collection
- Customers accepting the Terms & Conditions of FOCIS are bound to meet all costs and commissions incurred in employing the said Collection Agency to collect the overdue accounts
- Assessment reports and Certificates of Registration will not be issued until all accounts are paid in full
- The Applicant agrees that registration of products will be governed by the Trading Terms and Conditions of FOCIS applicable at the time of the application
- The Trading Terms and Conditions may be varied from time to time in writing signed by both parties and govern all orders placed from the date of implementation of the changes
- The Applicant may not assign its rights or obligations under this Agreement without the written consent of FOCIS
- The Applicant agrees to advise FOCIS of any change in circumstances affecting the credit transactions, including, but not limited to: transfer of ownership of the Applicant's business, change in ownership or control of the Applicant as applicable and/or any detrimental change in the Applicant's financial circumstances
- FOCIS reserves the right to amend and alter fees and charges as necessary and clients will be advised accordingly in a timely manner.

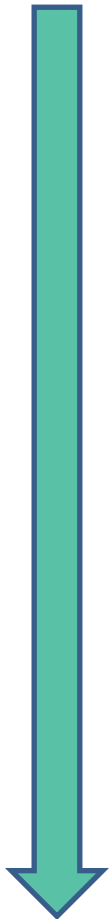
FOCIS

- FOCIS agrees to apply the following benefits to applicant companies in respect of those products that are assessed and registered with FOCIS within the specified registration period:
 - Listing in Registered Product List on FOCIS website
 - Issuing a Certificate of Registration for approved products
 - Photo and product description on the FOCIS website
 - Listing as a registered product in each applicable member state and territory 'Product Buying Guide'
 - Eligibility to be involved in state/territory member activities eg trade shows, industry evenings, canteen networks, conferences etc as appropriate
 - Use of FOCIS logo on promotional material pertaining to the registered product (prior approval of the artwork is required by FOCIS).



Registration process

Many food and beverage manufacturers and distributors contact FOCIS in the first instance to discuss their products. We are happy to provide information about the canteen industry, the benefits of working in partnership with FOCIS and further details about the FOCIS Food Registration Program to ensure readiness to start the registration process.



Step 1

Complete the FOCIS Product Registration application forms located in [FOCIS Registration Kit](#)

Step 2

Forward all documentation to FOCIS

Step 3

Upon receipt, FOCIS will issue you an invoice

Step 4

Once payment has been received the FOCIS assessment officer will complete the assessment
They will contact you if any additional information or clarification is required

Step 5

You will be issued with a certificate of registration, assessment letter and assessment report

Step 6

Products will be promoted via the FOCIS website and Buyers Guide.

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FOCIS Nutrient Criteria

1: Breads and cereals

This category contains products which canteens and their suppliers are recommended to use in the production of freshly prepared cold and hot dishes such as sandwiches, rolls, wraps, focaccias, pasta dishes and for use in school breakfast programs. The foods in this food group are a potential source of fibre and thus most foods in this category must contain the amount of fibre specified for each sub-category.

1	BREADS & CEREALS	Energy	Saturated Fat	Sugar	Sodium	Fibre	Other	FOCIS Traffic light code
1.1	Wholemeal and wholegrain varieties are recommended, or white with added fibre <ul style="list-style-type: none"> Sandwich style breads, focaccia, bagels, pita bread, mountain bread, English muffins, tortillas, wraps, burritos Crumpets, pikelets, pancakes, hotcakes, pancake mix Sweet raisin and fruit breads, fruit buns, hot cross buns, scrolls, scones (plain, fruit or vegetable) 						No added confectionary; no icing	Green
1.2	Breakfast cereals		2g or less per 100g	Without fruit 20g per 100g or less With fruit 25g per 100g or less	600mg or less per 100g	5g or more per 100g	No added confectionary	Green Red
1.3	Plain pasta, rice, noodles, couscous, polenta							Green
1.4	Savoury breads, scrolls, cheese, garlic and herb breads and plain/flavoured pizza bases	1000kJ or less per 100g	5g or less per 100g		600mg or less per 100g			Amber Red

Definition of Confectionary: Confectionary is a blend of ingredients such as sugar, milk powder, hardened vegetable oil and various flavourings. A product is considered to be confectionary whether it is used as an ingredient, layer, coating or is marketed in such a way as to be considered confectionary or confectionary replacement.

2: Vegetables and vegetable products

This category contains products which canteens and their suppliers are recommended to use in the production of freshly prepared cold and hot dishes such as sandwiches, rolls, salads, pasta and noodle dishes and vegetable based snacks. It is also contains vegetable based foods which can be heated and served and commercially prepared vegetables and juices. FOCIS does not register products which are deep-fried or where preparation instructions include deep frying.

2	VEGETABLES AND VEGETABLE PRODUCTS	Sodium	Max single portion size	Other	FOCIS Traffic light code
2.1	All plain vegetables fresh or frozen (includes salad vegetables)	No added salt			Green
2.2	Vegetables and legumes canned all plain and flavoured types (excludes legumes in sauce i.e. baked beans see 5.9)	Reduced salt/regular			Reduced salt; no added salt Green Regular Amber
2.3	Vegetables prepared e.g. roast vegetables, vegetable mixes, mashed vegetables as reconstituted (including flavour additions)				Green
2.4	Vegetable juice (99% juice) prepared as described in the Food Standards Code ²		250mL	At least 99% juice; no added sugar, artificial or intense sweeteners	Amber Red

3: Fruit and fruit products

This category contains products which canteens and their suppliers are recommended to use in the production of freshly prepared cold and hot dishes such as desserts, fruit salads and fruit based drinks. It also contains fruit based commercially prepared foods such as fruit juices and canned fruit for individual sale. Commercially prepared fruit containing snacks such as bars, pies and crisps are assessed under category 7 Miscellaneous Foods.

3	FRUIT AND FRUIT PRODUCTS	Sugar	Other	Max single portion size	FOCIS Traffic light code
3.1	Fresh and frozen fruit; plain	No added sugar, artificial or intense sweeteners			Green
3.2	Prepared fruit; plain				Green
3.3	Cans/tubs of fruit and fruit puree		Canned in natural juice		Green
3.4	Plain dried fruit (excludes fruit chips, mixed fruit snack packs see snacks 7.7)		Must be at least 99% fruit		Amber Red
3.5	Fruit juices and blends prepared as described in the Food Standards Code ²		99% fruit; does not contain deionised fruit juice	250mL	Amber Red
3.6	Carbonated fruit juice		99% fruit; does not contain deionised fruit juice	250mL	Amber Red
3.7	Fruit juice mixed		>50% fruit juice (derived from 99% fruit juice); remaining ingredient to be water; does not contain deionised fruit juice	250mL	Amber Red

4: Dairy and dairy alternatives products

This category contains products which canteens and their suppliers are recommended to use in the production of freshly prepared cold and hot dishes such as sandwiches, rolls, pastas, milk based drinks. It also contains dairy and dairy alternative foods, which are packaged for individual sale such as yoghurts, yoghurt drinks and milk based smoothies. Dairy based impulse lines (e.g. ice creams and dairy desserts) are assessed in category 7 Miscellaneous Foods. This food group is an important source of calcium in children’s diets; therefore milk must be listed as the first ingredient to ensure adequate calcium content. The Australian Dietary Guidelines encourage reduced fat varieties of dairy foods for children over two years therefore reduced fat varieties are encouraged. Only small serves of full fat varieties will be registered. FOCIS will register dairy foods such as milk, yoghurt and dairy alternatives, which are a source of nutrients such as calcium and protein, which are artificially sweetened. FOCIS encourages manufacturers to produce milk or dairy alternative beverages in bottles or boxes less than 375mL particularly for the primary school canteen market.

4	DAIRY PRODUCTS AND DAIRY ALTERNATIVES	Energy	Total Fat	Other	FOCIS Traffic light code
4.1	Plain milk and alternatives (including dairy, soy and nut milk)		Reduced fat/full fat	Alternative e.g. soy: must be calcium fortified	Reduced fat Green Full fat Amber
4.2	Flavoured milk (including dairy, soy and nut)		Reduced fat/full fat	Alternative e.g. soy: must be calcium fortified	Reduced fat ≤375mL Green >375-600mL Amber Full fat ≤375mL Amber >375mL Red
	Coffee flavoured milk dinks		Reduced fat	High schools only Alternative e.g. soy: must be calcium fortified	Reduced fat ≤375mL Amber Full fat Red
4.3	Smoothies, shakes, liquid breakfasts, yoghurt drinks and other milk containing drinks or dairy alternative	900kJ or less per serve	Reduced fat/full fat	Dairy: milk must be listed as the first ingredient Alternative e.g. soy: must be calcium fortified	Reduced fat ≤375mL Green >375-600mL Amber Full fat ≤375mL Amber >375mL Red
4	DAIRY PRODUCTS AND DAIRY ALTERNATIVES	Energy	Total Fat	Other	FOCIS Traffic light code

4.4	Plain and flavoured yoghurts		Reduced fat/full fat	No added confectionary	Reduced fat Green Full fat Amber
4.5	Hard, cheddar and soft/semi soft cheese e.g. Tasty, Colby, edam, mozzarella, Swiss, pizza cheese, fruit cheese, ricotta, cottage		Reduced fat/full fat		Reduced fat Green Full fat Amber

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5: Meat and meat alternatives products

This category contains products which canteens and their suppliers are recommended to use in the production of freshly prepared cold and hot dishes such as sandwiches, rolls, burgers, pasta, noodle and other hot dishes. Some commercially processed meat and meat alternative products are a source of sodium and thus there are specified limits on the amount of sodium, which is allowed in some of these products. There is also a limit placed on the serving size of some of these lines to limit excess consumption of energy and sodium. Serving suggestions for these lines are encouraged to include foods from the bread and cereals and vegetable groups, which may change the traffic light classification of the end product e.g. plain chicken sandwich served with salad. *Management of allergies and anaphylaxis is a school based decision, many schools choose not to stock or sell nuts or products containing nuts.

5	MEAT AND MEAT ALTERNATIVES	Energy	Total Fat	Saturated Fat	Sugar	Sodium	Max single portion size	FOCIS Traffic light code
5.1	Fresh and frozen raw meat, poultry (including mince); lean, trimmed of visible fat							Green
5.2	Processed luncheon meat e.g. chicken loaf, meat loaf, cured meats (ham, bacon, corned beef, silverside), free flow pre-cooked meat (chicken, beef, turkey roll)	1000kJ or less per 100g		3g or less per 100g		750mg or less per 100g		Amber Red
5.3	Processed meat, fish, poultry and soy (meat alternative) products e.g. meat, poultry, fish burgers, patties, meat balls, sausages, crumbed or battered nuggets, strips or balls, frankfurts, saveloys, vegetable patties (falafel, lentil)	1000kJ or less per 100g		5g or less per 100g		450mg or less per 100g	100g max serve size	Amber Red
5.4	Fish unflavoured canned/vacuum packed e.g. in water or brine							Green
5.5	Fish flavoured canned/vacuum packed e.g. in sauce							Amber Red
5.6	Nuts and seeds (all types)*		No added fat		No added sugar	No added salt Added salt		Green Amber
5.7	Nut and seed spreads e.g. peanut butter*				No added sugar	Reduced salt/ no added salt		Amber 100% nut spread Green
5.8	Whole eggs (in shell); (processed see 6.4)							Green
5.9	Legumes canned in sauce e.g. baked beans (for plain varieties see 2.2)					Reduced salt/regular		Reduced salt Green Regular Amber

6: Mixed Foods (hot and cold prepared dishes)

This category contains products which canteens may use as ready to serve or heat and serve. It includes lines such as pies and other hot savouries, quiche, pizzas, commercially prepared salads, sushi, noodles dishes, pasta dishes, soups and rolls. Some commercially processed food products are a source of excess energy (large portion sizes), sodium and fat particularly saturated fat and thus there are specified limits on the amount of fat and type and sodium, which is allowed in some of these products. There is also a limit placed on the serving size of these products to limit excess consumption of energy. Where extra energy is required by some age groups such as teenagers, it is recommended that serving suggestions to canteens such as serve with salad or bread be provided on the packaging.

6	MIXED FOODS: HOT AND COLD MEALS/DISHES	Energy	Saturated Fat	Sodium	Max single portion size	FOCIS Traffic light code
6.1	Soups (prepared in the canteen and commercially prepared)		2g or less per 100g	300mg or less per 100g		Green Amber (if does not fit criteria)
6.2	Hot savoury pastry and pizza style products e.g. meat pies, sausage rolls, spring rolls, calzone, vegetable pies, quiche, savoury pizza style pockets, nachos	1000kJ or less per 100g	5g or less per 100g	400mg or less per 100g	200g	Amber Red
6.3	Savoury bread based products e.g. filled wraps, prepared rolls, focaccias including fillings/toppings, spread and condiments (note: if the product meets the criteria but only contains an amber ingredient/filling e.g. ham it will be amber, not green)	1000kJ or less per 100g	5g or less per 100g	400mg or less per 100g	200g	Green Red
6.4	Meals/dishes: <ul style="list-style-type: none"> Pre-prepared dishes based on core foods e.g. spaghetti bolognese, macaroni cheese, curry and rice, stir-fry vegetables and noodles, cottage pie (no pastry), sushi, rice paper rolls Pre-prepared salads (e.g. green leaf, potato, pasta, meat and mixed salads including dressings); Eggs - curried eggs; frittata; omelette Cup style noodles, instant noodles, instant rice (made up as per packet instructions) 	750kJ or less per 100g 1000kJ or less per 100g >1000kJ per 100g	3.5g or less per 100g 5g or less per 100g >5g per 100g	300mg or less per 100g 400mg or less per 100g >400mg per 100g	300g 300g 300mg	Green Amber Red
6.5	Cooking, simmer sauces, salsa, pasta sauce, stock		2g or less per 100g	300mg or less per 100g		Amber Red

7: Miscellaneous foods

This category is for products which are generally commercially prepared and are ready to eat or ready to heat and serve snack foods. Snacks or mid meals are an important source of nutrition for children and adolescents. They are also a potential source of excess energy, fat particularly saturated fat and sodium. Foods in this category have specified limits on the amount of fat, saturated fat and sodium they contain as well as needing to be a source of fibre. There is also a limit placed on the energy they contain per serve. Dairy based snacks must have milk listed as the first ingredient therefore ensuring adequate calcium content. FOCIS does not register fruit leather style products or products which are deep-fried and does not recommend the use of deep fryers in school canteens.

7	MISCELLANEOUS FOODS AND SNACKS	Energy	Saturated Fat	Sugar	Sodium	Fibre	Other	FOCIS Traffic light code
7.1	Sweet and savoury muffins, muffin bars, fruit pockets, sweet fruit pies, fruit cakes, plain and flavoured cakes, custard pies and slices, waffles and waffle mix	900kJ or less per serve	3g or less per 100g			1.5g or more fibre per serve	No added confectionary; no icing	Amber Red
7.2	Sweet biscuits and cookies	600kJ or less per serve	3g or less per 100g			1g or more fibre per serve	No added confectionary	Amber Red
7.3	Snack items <ul style="list-style-type: none"> Sweet and savoury snacks e.g. plain and flavoured crackers, crisps, noodles, popcorn, pretzels, fruit chips Rice based plain and flavoured crackers, cakes, and crisp breads (75% or more rice) 	600kJ or less per serve AND 1800kJ or less per 100g	2g or less per serve		200mg or less per serve			Amber Red
7.4	Potato wedges and chips (oven baked varieties only); formed vegetable products e.g. Hash browns potato gems, shaped potato balls (oven baked varieties only)	1000kJ or less per 100g	5g or less per 100g		400mg or less per 100g		100g max serve	Amber Red
7.5	Dairy based ice creams, frozen yoghurt, dairy desserts	600kJ or less per serve	3g or less per serve				Milk listed as first ingredient No added confectionary	Amber Red
7.6	Fruit based slushes and icy poles 99% fruit juice			No added sugar, artificial or intense sweeteners			Does not contain de-ionised fruit juice Max serves: Slushies 200mL Icy poles 150mL	Amber Red
7.7	Cereal/muesli/breakfast bars, fruit and nut bars, (excludes fruit leathers)	600kJ or less per serve	3g or less per serve			1g or more	No added confectionary	Amber Red

7	MISCELLANEOUS FOODS AND SNACKS	Energy	Saturated Fat	Sugar	Sodium	Fibre	Other	FOCIS Traffic light code
						per serve		
7.8	Snack packs, dip and biscuit packs, cheese and biscuit packs	500kJ or less per serve	5g or less per serve		300mg or less per serve		No added confectionary	Green Red

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This category is to provide improved guidance to school food service in selecting appropriate beverages to have available for purchase by students. Dairy based drinks are assessed under the Dairy category 4, Fruit Juice under category 3 and Vegetable Juice under category 2. FOCIS will not register drinks that contain artificial and/or intense sweeteners with the exception of dairy or dairy alternatives such as soy. FOCIS encourages plain water to be available and sold in school canteens.

8	BEVERAGES	Sugar	Max single portion size	Other	FOCIS Traffic light code
8.1	Water plain still and carbonated (not fortified or flavoured)				Green
8.2	Mixed juices 99% juice (e.g. mixed fruit and vegetable juice)	No added sugar, artificial or intense sweetener	250mL	99% fruit and vegetable juice Does not contain de-ionised juice	Amber Red

9: Fats, oils, dressings and dips

FOCIS does not support deep fried foods being sold in school canteens

9	FATS, OILS, DIPS AND SAUCES	Fat type	Sat fat	Sodium	FOCIS Traffic light code
9.1	Spreads and oils <ul style="list-style-type: none"> Margarine and other mono and polyunsaturated spreads Oils (e.g. olive canola, sunflower, grapeseed) <p>Note: butter, ghee, copha, lard, cream, coconut oil and other saturated fat spreads are red</p>				Amber
9.2	Salad dressings and mayonnaise		3g or less per 100g	750mg or less per 100g	Amber Red
9.3	Dips - includes legumes, dairy and vegetable based types e.g. hummus		2g or less per 100g	750mg or less per 100g	Amber Red
9.4	Sauces, condiments and gravies (tomato, BBQ, satay, soy)	Use reduced fat and salt varieties			Amber Red

Adaptations and NHSCG

Based on the 2016 Nutrient Criteria review, FOCIS adopted to the National healthy School Canteen Guidelines with the following minor adaptations.

	Category	FOCIS	NHSCG	Rationale for non-alignment with NHSCG
1.2	Breakfast cereal	Green/Red	Green/Amber	NHSCG categorised a high sugar cereal (e.g. Coco Pops, Fruit Loops) as amber as there is no red cut-off. FOCIS does not currently register this type of product and it would be considered lowering the standard. There is a wide variety of healthy cereals that would be considered core foods that meet the green criteria.
3.7	Fruit juice mixed (>50% juice; <50% water; no added sugar or sweetener)	Amber	Red	Not specified in NHSCG. Only 99% fruit juice, 250mL or less is amber. New product introduced to the market after the NHSCG were developed in 2010.
4.3	Smoothies and shakes	Green/Amber/Red Maintained energy criteria of 900kJ or less per serve	Green/Amber/Red No energy criteria	Maintained energy criteria to maintain higher standard, otherwise a product such as a Brownes Dairy Supashake (600mL, made with reduced fat milk; contains over 2000kJ); this would be Amber under the NHSCG.
6.1	Soup	Green/Amber	Amber/Red Commercial Green/Amber - Canteen	Soup is generally a healthy nutritious meal (unless containing cream or added salt). Traffic light colour coding needs to be consistent for commercial based and canteen made. NHSCG guidelines are not consistent.
6.3	Savoury bread	Green/Red	Amber/Red	Bread is a core food and on its own is categorised as green, therefore a filled bread product should also have the potential to be green. Traffic light colour coding needs to be consistent for commercial based and canteen made. Under the NHSCG a chicken and salad sandwich made in the canteen is green, yet a commercially prepared option is amber.
6.4	Pre- prepared meals	Green/Amber/Red	Amber/Red - Commercial Green/Amber - Canteen	As above. In addition, a commercially prepared meal must be made the same every time to match the ingredient list and NIP; a canteen made meal may or may not be made to a standard recipe every single time e.g. extra salt or cheese could be added.