

Newsletter

Winter 2018

This time of year provides us with a great opportunity to take a moment to reflect on how our Student Nutrition Programs (SNPs) are running, what is working well, and what can be improved. We're taking this chance to share some helpful tips and reminders, share some good news stories, and give a little inspiration to get the New Year off to a great start!

HSBC Future Leaders Award

In November, two very special Toronto students, along with five other students from across Canada, were recognized as HSBC Future Leaders. Cedonna Ho and Holly Naraine are students at two different high schools in Toronto. Cedonna is a grade 12 student who played a leading role in expanding her school's SNP by acting as a student leader, and finding different ways to raise awareness and funds for the program. Holly is also a grade 12 student, and she used her school's Student Nutrition Program as part of her work in her school's leadership class, by having student placements within the program.

These students, along with the other Future Leaders, were recognized for the wonderful contributions they are making to their schools' Student Nutrition Programs and their communities.

Check out the link below to hear more about what these outstanding students are doing in their school communities!



<http://www.bttoronto.ca/videos/meeting-the-hsbc-future-leaders/>

It's time for SNP Grant Applications!

Funding applications are due by **February 9th, 2018**. Find the application and more information on the Toronto Public Health website, here. <https://www.toronto.ca/community-people/health-wellness-care/health-programs-advice/student-nutrition-program/grant-applications/>

If you have any questions regarding your application, please contact your Animator or your School Board Representative.

Did You Know? Program Resources are available on the SNO-Toronto Website!

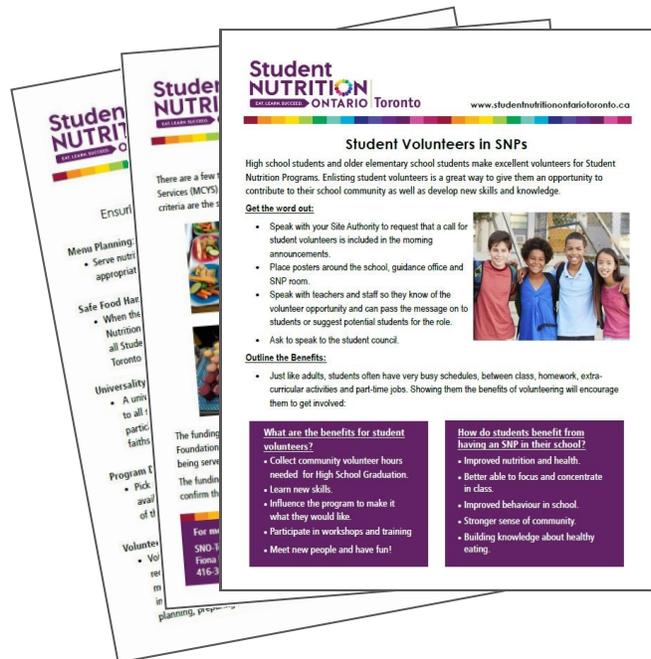
Looking for tips to support your SNP? Curious about finding new ways to reach out to your community? Having trouble thinking of how to recruit more volunteers?

Check out the Program Resources page on the SNO-Toronto website!

You'll find resources on all sorts of SNP-related topics available in easy to access, printable PDF format. We're continuing to develop more resources on an ongoing basis, so be sure to check back often to see what's new!

Some examples of what you'll find:

- Vendor & Supplier Info and Registration forms
- Nutrition and Program Guidelines
- Letter and Report Templates
- Health & Safety Resources
- Plus lots of helpful tip sheets on various topics:
 - ◇ 10 Best Practices
 - ◇ How to Open and Close your SNP
 - ◇ Creating a Local Program Committee
 - ◇ How to Recruit Volunteers
 - ◇ Student Volunteers in SNPs



Click the link below to access SNO-Toronto Program Resources:

<http://www.studentnutritionontariotoronto.ca/program-resources.html>

**Program Login Password is required. Unsure of what the password is? Contact your FoodShare Animator.

Did You Know?

The SNO-Toronto Food and Logistics team is available to discuss various purchasing partnerships and food procurement options available to SNPs in Toronto.

Curious to learn more? Contact:

Gerard Capellan
Food and Logistics Coordinator | Toronto Foundation
For Student Success
416.394.6887
gerard.capellan@tdsb.on.ca



Have an SNP story to share? A special volunteer you'd like to rave about? We'd love to hear from you!

We know there are so many wonderful things happening in Student Nutrition Programs (SNPs) across the city, and we'd love to hear all about them.

Stories, pictures and anything else you'd like to share from your SNP may be emailed to:
info@studentnutritionontariotoronto.ca



How to Receive a Delivery

Many SNPs choose to order their food from distributors that deliver in bulk. In managing these deliveries, there are some helpful tips and best practices to keep in mind to help make the process as smooth as possible.

Step 1: Placing an Order

- ◇ Create list of needed food & supplies
- ◇ Create purchasing lists, one per supplier
- ◇ Place your order (online, fax, phone)
- ◇ Review your order
- ◇ Post a copy of your order for easy reference

Step 2: Receiving an Order

- ◇ Locate the invoice
- ◇ Compare invoice with original order confirmation
- ◇ Examine products to make sure they are correct
- ◇ File invoice

Step 3: Shortages & Missing Items

- ◇ Identify any product shortages or missing items
- ◇ Confirm the order is for your site by consulting the Invoice
- ◇ Double check the invoice. If the missing items are not listed, they may be delivered at a later time.
- ◇ Contact your vendor to inquire as to the status of the missing items.

Step 4: Returns & Credits

- ◇ Photograph any damaged or spoiled products
- ◇ Consult driver, request a credit note (if possible)
- ◇ Contact supplier within 24 hours of delivery to discuss a credit note or exchange

Curious to learn more? Check out our e-Learning Tutorial on this topic by clicking here:

<http://www.studentnutritionontariotoronto.ca/sno-toronto-elearning-hub.html>

Remember: To access this resource you'll need to enter the Program Account password.
Unsure what the password is? Contact your FoodShare Animator.



Updates from your FoodShare Animators!

Our **Connect, Share, and Learn Workshop** series is off to a great start in 2018 with Budget Workshops held on January 23, 24, 25 and one more to go, on January 30th. Please connect with your animator if you are interested in this workshop as spaces may still be available.

In late March we will be presenting Building **Blocks to Menu Planning** and a series of **Volunteer Workshops** are currently being developed for May/June. Keep an eye out for dates and locations that will be shared in the near future.

Friday, February 9th is the deadline to submit your **SNP Grant Application** for the 2018-19 school year, and that date is fast approaching! If you have questions or require assistance to complete your application, please contact your FoodShare Animator.

Finally, if you are interested in hosting or attending a **Community Connect** please let your FoodShare Animator know as these interactive and informative sessions will continue to be scheduled through the remainder of the school year. Community Connects create a constructive and empowering space for coordinators, both new and established, to network and share strategies on how to fortify their student nutrition programs.



Questionnaire Notice



Keep your eye out for this year's SNO-Toronto Questionnaire, being emailed out to all Site Authorities, Financial Reporters and SNP Coordinators at the end of February.

We gain valuable information and insight through this questionnaire, helping us to support your programs better. It takes only a couple of minutes to complete, and your feedback is greatly appreciated!

Want to learn more?

www.studentnutritionontariotoronto.ca ~ 416-394-7253 ~ info@studentnutritionontariotoronto.ca