

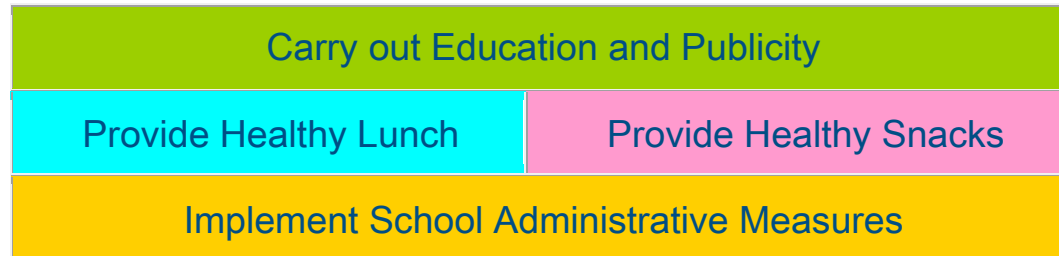
EatSmart School Accreditation Scheme

Overview

Objectives:

Through the EatSmart School Accreditation Scheme (ESAS), the Department of Health (DH) motivates and assists all primary schools in Hong Kong to formulate and implement healthy eating school policy, build up a favourable environment for promoting healthy eating, and cultivate and strengthen a good eating habit for children. With the support of the Education Bureau, the scheme encourages family, school and the community to work together in formulating specific objectives in stages so that the school will ultimately become an ideal EatSmart School (as shown in diagram below).

To Become an Ideal EatSmart School by Formulating and Implementing the Healthy Eating Policy



Vision:

An ideal EatSmart School should continuously implement administrative measures, provide healthy lunch and snacks, carry out education and publicity, and shoulder the responsibility of advocating a healthy eating environment in the school sector.

Accreditation Body:

Department of Health

Co-organiser:

Education Bureau

Target: All primary schools in Hong Kong

Validity of accreditation: Three years

To maintain validity of the accreditation status, schools should officially inform DH their continuous commitment to prevailing accreditation criteria at the end of first and second year of accreditation. Schools should also produce updated documents to DH and assist visit by DH officers upon request.

Continuous supports:

1. Professional Consultation Services:

Designated DH Officer will work closely with schools in setting objective and feasible steps towards a EatSmart School.

2. Talk / Workshop in School:

Participating schools could liaise with professionals from DH for arrangement of talks and workshops for parents and/or teaching staff regarding knowledge on nutrition, monitoring of nutritional quality of lunch / snack in schools

3. Electronic Communication:

Participated schools are entitled to receive a monthly newsletter regarding health education and activities promoted by DH via electronic means.

4. Provision of Resource Materials:

DH provides free educational materials such as leaflets, exhibition boards and souvenirs to facilitate participating schools in organising activities.

Application: Interested schools should return a completed application form via email (eatsmart_school@dh.gov.hk).
DH will contact the school within 10 working days after receiving the form.

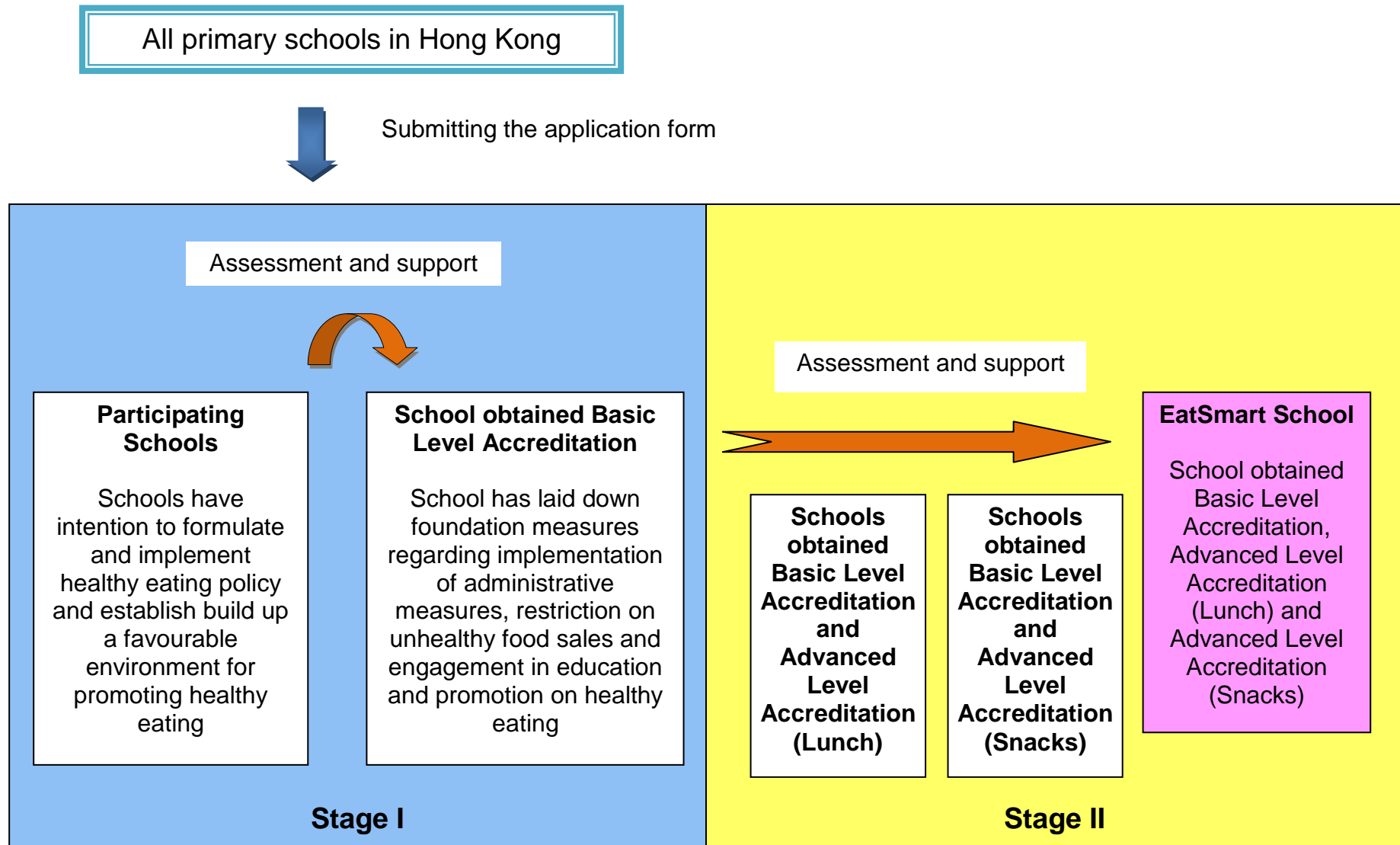
ESAS Details

The accreditation procedure consists of two stages:

Stage I	To obtain the Basic Level Accreditation, schools should demonstrate their commitment in providing a healthy eating school environment by laying down foundation measures in four areas, including implementation of administrative measures, exercise restriction on sales of unhealthy food items (both lunch and snacks), as well as engagement in education and promotion on healthy eating.
Stage II	<ol style="list-style-type: none"><li data-bbox="562 735 2022 826">1. To pursue higher levels of accreditation status – the Advanced Level Accreditation (Lunch) and Advanced Level Accreditation (Snacks), either concomitantly or in separate occasions.<li data-bbox="562 847 2022 1002">2. Schools would only be granted the Advanced Level Accreditation (Lunch) when they demonstrate <i>full compliance</i> with the requirements upheld by the DH's latest <i>Nutritional Guidelines on Lunch for Student</i>.<li data-bbox="562 1023 2022 1177">3. Schools would only be granted the Advanced Level Accreditation (Snack) when they demonstrate <i>full compliance</i> with the requirements upheld by the DH's latest <i>Nutritional Guidelines on Snack for Student</i>.

Commendation Mechanism

To acknowledge the efforts made by schools which demonstrated all-round commitment in promotion of healthy eating, a status of “EatSmart School” would be commended when they have obtained the Basic Level Accreditation, Advanced Level Accreditation (Lunch) and Advanced Level Accreditation (Snacks).



Stage I Accreditation

Accreditation Aspect	School Objectives	Accreditation Items	Documents required (Examples)	Site Visit
School Administrative Measures	<ul style="list-style-type: none"> To solicit support of school administration and parents to healthy eating policy and measures 	<ul style="list-style-type: none"> Set up a committee / working group comprising designated school staff (at least one) and parents' representatives to formulate, endorse and implement school healthy eating policy Make annual / perennial announcement of the policy to raise awareness of school staff, students and their parents Conduct at least an annual review on the policy and its implementation and make revision accordingly 	<ul style="list-style-type: none"> List of committee or minutes of meeting Relevant notices Healthy Eating Policy Record on review of school healthy eating measures 	<ul style="list-style-type: none"> Meet designated school staff (at least one) and parents' representatives (at least one) of the committee

Accreditation Aspect	School Objectives	Accreditation Items	Documents required (Examples)	Site Visit
Lunch sets complying with basic nutritional requirement	<ul style="list-style-type: none"> To ensure that all lunch sets serving in schools would meet the basic nutritional requirements – i.e. do not contain any “strongly discouraged food items”¹ and provide at least one serving of vegetables 	<ul style="list-style-type: none"> Clearly state “all lunch sets serving in school do not contain any “strongly discouraged food item”, provide at least one serving of vegetables and do not provide desserts in the contract with lunch suppliers Advise parents to observe the above standard for homemade lunch sets Impose monitoring systems to lunch sets served by lunch suppliers or parents. Follow-up with suppliers or parents when non-compliance is detected. 	<ul style="list-style-type: none"> Contract signed with the lunch supplier (relevant parts) Lunch menus of any three consecutive months Relevant notices Feedbacks to lunch supplier (if applicable) 	<ul style="list-style-type: none"> Check all or some lunch sets serving at school Meet staff responsible for lunch monitoring

Accreditation Aspect	School Objectives	Accreditation Items	Documents required (Examples)	Site Visit
Snacks complying with the basic nutritional requirement	<ul style="list-style-type: none"> ● To ensure that all snacks serving in schools would meet the basic nutritional requirements – i.e. do not contain any “snack to choose less”² 	<ul style="list-style-type: none"> ● Clearly state “all snacks serving in school do not provide “snack to choose less” in the contract signed with operators of tuck shop, suppliers of snacks and/or snack vending machines ● Advise parents not to provide “snack to choose less” to their children ● Impose monitoring systems to snacks served by snacks suppliers or parents. Follow-up with suppliers or parents when non-compliance is detected 	<ul style="list-style-type: none"> ● Contracts signed with operator of tuck shop, suppliers of snacks or snack vending machine (relevant parts) ● Relevant notices ● Feedbacks to suppliers (if applicable) 	<ul style="list-style-type: none"> ● Check snacks serving at school. ● Meet staff responsible for snacks monitoring

<p>Education and Publicity</p>	<ul style="list-style-type: none"> ● To raise awareness and concern of parents and school staff to healthy eating issues 	<ul style="list-style-type: none"> ● Organise at least one promotional activity on healthy eating for all students in each school year ● Provide nutrition education to parents and school staff using authentic resources (e.g. information provided by DH, academia or professional organizations) to raise awareness and concern to healthy eating issues ● Discuss with parents on measures to promote daily consumption of 1-2 servings of fruit among students, and try to serve at least 3 servings of fruit at school each week 	<ul style="list-style-type: none"> ● Records or reports on healthy eating activities ● Nutrition education materials provided to parents and school staff ● Records on arrangement that assist students' daily fruit consumption (e.g. notices to parents, healthy eating policy which shown the arrangement clearly) 	<ul style="list-style-type: none"> ● Meet staff responsible for planning the activities or participants
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Stage II Accreditation

Accreditation Aspect	School Objectives	Accreditation Items	Documents required (Examples)	Site Visit
Advanced Level Accreditation (Lunch)	<ul style="list-style-type: none"> To ensure that all lunch sets serving in schools should fully comply with requirement stipulated in the <i>Nutritional Guidelines on Lunch for Students</i> issued by DH 	<ul style="list-style-type: none"> Clearly state “all lunch sets serving in school should fully comply with the requirements stipulated in the <i>Nutritional Guidelines on Lunch for Students</i> issued by DH” in the contract with lunch suppliers Impose monitoring systems to ensure that all lunch sets served by suppliers are in full compliance with the requirements stipulated in the <i>Nutritional Guidelines on Lunch for Students</i>. At least four rounds of such 	<ul style="list-style-type: none"> Contract signed with the lunch supplier (relevant parts) Lunch menus of any three consecutive months Two sets of lunch monitoring records Two sets of Feedbacks to lunch supplier (if applicable) Relevant notices 	<ul style="list-style-type: none"> Check all or some lunch sets serving at school Meet staff responsible for lunch monitoring

Accreditation Aspect	School Objectives	Accreditation Items	Documents required (Examples)	Site Visit
		<p>check, each cover five consecutive days, should be arranged in one school year. Make records by using or making reference to “School Lunch Nutritional Quality Assessment and Comment Form” provided by the Department of Health. Communicate the monitoring result to the lunch supplier and request for improvement. Such records should be kept until the end of the prevailing contract</p> <ul style="list-style-type: none"> ● Advise parents to observe the standard promulgated by the <i>Nutritional</i> 		

Accreditation Aspect	School Objectives	Accreditation Items	Documents required (Examples)	Site Visit
		<p><i>Guidelines on Lunch for Students</i> to prepare the homemade lunch sets, which stress on provision of one serving of vegetables, avoidance of “strongly discouraged food items” and do not provide desserts</p>		
Advanced Level Accreditation (Snacks)	<ul style="list-style-type: none"> ● To ensure that all snacks serving in schools should fully comply with the requirements stipulated in 	<ul style="list-style-type: none"> ● Clearly state “no “snacks to choose less” (including beverages)” in the contract signed with operators of tuck shop, suppliers of snacks and snack vending machines ● Impose monitoring systems to ensure that all snacks served by suppliers are in 	<ul style="list-style-type: none"> ● Contracts signed with operator of tuck shop, suppliers of snack vending machine (relevant parts) ● One set of snack monitoring records ● One set of Feedbacks to 	<ul style="list-style-type: none"> ● Check snacks serving at school. ● Meet staff responsible for snacks monitoring ● Inspect students’

Accreditation Aspect	School Objectives	Accreditation Items	Documents required (Examples)	Site Visit
	<p>the <i>Nutritional Guidelines on Snacks for Students</i> issued by DH</p>	<p>full compliance with the requirements stipulated in the <i>Nutritional Guidelines on Snacks for Students</i>. Such checks should be conducted two times in a school year and records can be made by taking reference to the “School Snacks Nutritional Quality Assessment and Comment Form” provided by the Department of Health. Communicate the monitoring result to the operators and request for improvements. The records should be kept until the end of the prevailing contract.</p>	<p>supplier (if applicable)</p> <ul style="list-style-type: none"> ● Relevant notices 	<p>access to safe potable water</p>

Accreditation Aspect	School Objectives	Accreditation Items	Documents required (Examples)	Site Visit
		<ul style="list-style-type: none"> <li data-bbox="790 225 1308 1374">● Advise parents to observe the standard promulgated by the <i>Nutritional Guidelines on Snacks for Students</i>, which stress on avoidance of snacks or beverages that are classified as “snacks to choose less”. In addition, encourage them to prepare healthy snacks choices like fresh fruit, boiled eggs, and nuts that are baked without salt. Emphasize that snacks should not spoil the appetite for the next major meal and be provided only when children feel hungry. <li data-bbox="790 1401 1308 1501">● Ensure students’ access to safe potable water. 		

- 1 For details, please refer to *Nutritional Guidelines on Lunch for Students* (Latest version) issued by DH
- 2 For details, please refer to *Nutritional Guidelines on Snacks for Students* (Latest version) issued by DH