



Policy 110

Allocating Feeding Futures Funding Policy

Approved Date: October 28th, 2025

Revised Date:

1. Purpose

Notre Dame School is committed to ensuring that all students have equitable, consistent, and stigma-free access to nutritious food that supports learning and well-being, in alignment with the B.C. Ministry of Education and Child Care's **Feeding Futures initiative**, this policy provides a framework for the allocation, management, and monitoring of Feeding Futures funding at Notre Dame School.

2. Scope

This policy applies to:

- All Feeding Futures funds received through the Catholic Independent Schools of Prince George (CISPG).
- All staff, contractors, and community partners involved in planning, purchasing, preparing, or distributing food under this program.
- All students enrolled at Notre Dame School.

3. Guiding Principles

In accordance with provincial direction, Notre Dame's school food program will be guided by the following principles:

A. Equity & Non-Stigmatization

- All students have daily access to food in ways that are inclusive and confidential.
- Approaches such as universal snack baskets, "grab and go" stations, or gift cards will be used.

B. Local & Sustainable Food Systems

- Priority will be given to purchasing B.C. foods whenever possible to strengthen local communities and economies.
- Partnerships with local farmers, suppliers, and community organizations will be encouraged.

C. Nutrition & Cultural Relevance

- Food provided will meet basic nutritional standards, limit highly processed products, and reflect diverse cultural and faith-based dietary needs.
- Families, students, and Indigenous partners will be invited to share input.

D. Flexibility & Responsiveness

- Food programs will adapt to the evolving needs of students and families, incorporating feedback and piloting new approaches where helpful.

E. Collaboration & Inclusion

- Planning and decision-making will involve students, families, Indigenous partners, the Parent Support Group (PSG), School Council (SC) and community members.

4. Allocation of Funds

Notre Dame School will allocate Feeding Futures funding in the following priority order:

A. Direct Food Purchase (Primary Use)

- Buying groceries, snacks, and meals for daily distribution to students.
- Partnering with third-party providers (non-profits, local caterers, or food delivery services) when appropriate.

B. Program Support Costs (Secondary Use)

- Modest funding for equipment (e.g., fridges, ovens, carts, utensils).
- Supplies needed for food preparation and serving.
- Partial staffing costs directly related to food preparation, delivery, or supervision.

C. Food Education & Engagement (Supplementary Use)

- Supporting classroom or school-wide initiatives that build food literacy, gardening, or cooking skills.

5. Roles & Responsibilities

• Principal

- Oversees the allocation and ensures accountability per Ministry and CISPG guidelines.
- Meets with School Council finance member(s) to allocate funds to families in need.
- Reports annually to CISPG on funding usage.

• School Food Committee (Principal, Teachers, PSG Rep, School Council Rep)

- Advises on menu design, cultural inclusivity, and program improvements.
- Reviews feedback from students and families.

• Bookkeeper/ Designate

- Tracks expenditures and ensures proper financial documentation.

6. Accountability & Reporting

- Annual financial and program reports will be submitted to CISPG and the Ministry as required.
- Program evaluation will include community feedback.
- Any unspent funds will be carried forward or reallocated in line with Ministry criteria.

7. Communication

- Families will be informed of available food supports through newsletters, the school website, and parent meetings.
- Messaging will emphasize that food is available for all students, not only those in need.

8. Review

This policy will be reviewed annually to ensure alignment with updated **Feeding Futures criteria**, CISPG direction, and local school community needs.