

Canteen Closure Guidelines

The Altona Hockey Club Board has been made aware of major issues relating to the operation of the canteen during junior matches.

1. Parent Volunteering

The AHC relies heavily on volunteers to do their bit for the club to function. Some parents are coaches, others are Managers, some sit on the Junior Committee whilst others are on the Club Board. What we ask of everyone is for them to volunteer their time to do a shift or two of canteen duty. This may mean you are unable to clearly view the games, but everyone is asked to share the responsibility. Each week, a canteen team roster is allocated and Managers have been asked to rotate parents and helpers through their designated shift. Some parents are willing to do this, whilst others have failed to turn up for their duty. Usually, this leaves the Manager in the predicament of having to perform canteen duty themselves. This is an unfortunate and unacceptable situation. The canteen will close if parental help is not willingly forthcoming.

- Team managers will be given a canteen roster and they will request parents to do their share.
- If parents won't commit or the same parents are putting their hand up each time, the Managers have the power to close the canteen during that period.
- Signage will be placed on the canteen during this closure which includes
 - the parent(s) and team responsible,
 - the consequences to the club and
 - what we want (ie that we should all do our bit to support your club).

"YOU ARE EXPECTED TO CONTRIBUTE".

2. Food Handling Certificate Training

It is a mandatory requirement from Hobsons Bay City Council that we have a certified food handler onsite whilst food preparation and serving of food occurs; primarily whilst the canteen is open. The canteen will close if a register of food handlers is not maintained and if a food handler is not onsite – this does not mean that you must be physically serving in the canteen, rather that you are periodically observing food handling and serving techniques to ensure they meet with certified food handling guidelines.

The AHC Board takes very seriously the compliance obligations in regard to the HBCC Health and Safety Guidelines. We are being proactive with the logging and roster of food handlers to prove to Council our strong commitment in this area.

A roster of certified food handlers will be drafted. If you have a certificate or have a desire to attend a course and are prepared to commit to volunteering please forward your name via your Team Managers or directly to any of the AHC Board.

"THE CANTEEN MUST CLOSE WITHOUT A FOOD HANLDER ONSITE".

CANTEEN CLOSED

**DUE TO A LACK OF WILLING
VOLUNTEERS, THE ALTONA
HOCKEY CLUB CANTEEN HAS
BEEN FORCED TO CLOSE FOR
THIS MATCH.**

Unfortunately, _____
from the _____ team was
rostered on at this time and was unable or
unwilling to help out. As a replacement
could not be organised in time, the canteen
has been closed. This not only
inconveniences players, parents and
visitors but also means the club will lose a
valuable source of revenue.

**The Altona Hockey Club would like to
apologise to you for any inconvenience.**