Appendix C

Rossmore Public School

SCHOOL INFORMATION STATEMENT
FOR CANTEEN TENDERERS

Thank you for your enquiry regarding the tender for the license of the school canteen. The following information about the school and the canteen operations will assist you in preparing your tender to the school’s needs.

1. Current Enrolments: 160
   Age Range of Enrolments: 5 to 12
   Current Staff numbers: 27

2. The canteen will be expected to operate during school term. Dates are as follows:

   Term 1  28/01/11 to 08/04/11
   Term 2  26/04/11 to 01/07/11
   Term 3  18/07/11 to 23/09/11
   Term 4  10/10/11 to 20/12/11

   The canteen is not required to operate on approximately 5 days per year during term time, for occasions such as staff development days, public holidays, whole school sports carnivals, etc. (List anticipated dates for the ensuing 12 months)

3. Daily canteen operation times are expected to be: 9.00 am to 2.30 pm. The hours that the contractor will have access to the canteen are between 8.00 am and 3.30 pm.

4. A copy of the latest School Annual Report is attached for your information.

5. Information required with your tender response is included in the Tender Offer.

6. The canteen is an alcohol and smoke free zone, in accordance with the Department of Education and Training regulations.

7. Facilities within the existing canteen premises may be available to the successful tenderer. An inventory of available items is attached as a schedule to the sample Licence Agreement.

   This Statement may also include details of the schools expectations as to the type and quality of food to be served, multicultural issues, etc. Any other information about the school which could be considered applicable to the canteen operation should also be included in this Statement, including a reference to the NSW Governments Healthy Food Policy for school canteens.