



School Food Guidelines

Food/Beverage Item Review Process for Administrators and Caterers

If you are unsure of where or if a food fits within the School Food Guidelines (SFG), this food/beverage review process will help you. To proceed, you will need the following information about each food/beverage item submitted for review:

- Actual food/beverage label or a photocopy which includes:
 - brand name and product
 - ingredient list
 - nutrition facts panel

Note: If a product exists in more than one flavour/variation, a review form should be submitted for each.

Form Submission Deadlines

Forms will be reviewed quarterly. Deadlines for submission(s) are:

- August 31
- October 31
- January 31
- April 30

Results of the Review

You will be notified within one month of a submission deadline. Your School Health Promotion Liaison Consultant in your school district will notify you of the review outcome and rationale. This information will be shared with all school districts and posted on the provincial school health website: www.livinghealthyschools.com



Food/Beverage Item Review Form

What We Need

1. Information About the Food/Beverage Item

Brand Name: _____

Product: _____

Flavour/Variation: _____

Please mail in the following:

- Actual food/beverage label or a photocopy which includes:
 - ingredient list
 - nutrition facts panel
- Food/Beverage Item Review Form

2. Contact Information

Name: _____

Position: _____

School/Company: _____

School District(s): _____

Phone Number: _____

Fax#: _____

E-mail: _____

Please mail this form and documentation to:

Provincial Nutrition Consultant
Health Promotion and Wellness Division
Department of Health and Community Services
1st Floor, West Block, Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6