

Guidelines for Sale of Food to Students of the Virgin Islands

School Health is a priority for the Ministry of Education in the Virgin Islands. Serving healthy foods to students is crucial to their academic and general good health. Food vendors operating from any educational institution are encouraged to increase healthy foods while limiting access to unhealthy foods. Healthy eating at school supports learning, physical and mental growth and the adoption of healthy skills and choices. With students returning to the Lower Estate campus, the Ministry seeks to streamline the sale of food to students on campus. These guidelines provide the basic information and requirement for any vendor wanting to operate on the school campus.

Vendors are asked to:

Encourage

Serving fresh foods daily

Water, natural fruit juices, milk

Serving fresh vegetables daily

Baked, stewed or grilled foods

Healthy snacks (fruits, nuts, etc)

Discourage

Serving left over foods, reusing fats and oils

Sugary drinks (energy drinks, soda, sports drinks)

Processed vegetables

Fried foods

Junk foods (chips, cakes, candies, etc)

While this is not a legal document, it sets the framework and structure for improving food sold to students.

Requirement for vendors

Any vendor desirous of operating on a school campus within the territory must:

- Complete the application form provided by the Ministry of Education.
- Provide the requisite documentation (Trade license, food handlers certificate, menu, etc)
- Attended orientation sessions
- Pass inspection by Environmental Health

****Guidelines for food safety attached in brochure (Environmental Health)*

Monitoring

The team from Environmental Health along with the School Health Officer will conduct unannounced visits to observe vendors.

Penalty

Vendors failing to adhere to these guidelines will not be granted permission to operate on the campus.

Where permission is granted and vendor fails to adhere the following procedure will be followed:

- First offence will be a verbal warning

- Second offence will be a written warning
- Continuous offences will result in vendor being asked to discontinue operating on the campus.

VIRGIN ISLANDS SCHOOL FOOD VENDOR APPLICATION

Name of Business _____

Address: _____

Telephone _____

Owner/Manager Name: _____

Telephone: _____ Email: _____

Food Handlers permit number# _____ Date Renewed to _____

List the foods that you plan to serve

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please register all additional staff along with food handlers' number and renewed to date

I hereby certify that all the statements made in this application are true and correct to the best of my knowledge and belief.

Signature of Applicant

Date

For official use only

Application # _____

Permission granted ☐ CTL ☐ Lower Estate Campus ☐

Permission denied ☐

Additional Staff

Name	Food Handlers' Permit #	Date renewed to
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Kindly attached the following documents with this application:

- ✓ A copy of your trade license
- ✓ A copy of your food handlers permits with renewed date
- ✓ A copy of your suggested weekly menu

Format for suggested menu

Monday	Tuesday	Wednesday	Thursday	Friday