

# Food Bank Policy

<b>Category:</b>	Governance
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<b>Approved By:</b>	Executive Committee
<b>Contact Person:</b>	Welfare and Advocacy Team Lead

## **Introduction:**

The purpose of this policy is to provide clear direction for the UCSA to administer a sustainable, measurable and effective foodbank service.

## **Policy Statement:**

The UCSA acknowledges that one of the most important functions of a students' association is to protect, nurture and care for its members needs. Food is a basic human need.

## **Procedures:**

### **Responsibility**

The UCSA Foodbank is responsibility of the USCA Welfare and Advocacy team.

### **Access**

In order to access the food bank the student must email one of the UCSA Welfare and Advocacy team who will arrange a mutually agreeable time for the student to come in. They must fill out a application form, show student id, as well as proof of current enrolment (i.e. log into student web to

ensure they are a currently enrolled student, this is due to the 5 year student ID's currently being issued).

Students that turn up unannounced will be accommodated where possible but may be sent away with a later appointment time at the administrator's discretion. Student are entitled to use the service once per term, however repetitive use will result in student being referred to Budgeting Advice as well as any other external supporting agency.

### **Provision**

Each student will be given a food parcel, or food vouchers to the approximately \$30 of value. If a student has dependants then it is possible to increase this limit. This is on a discretionary, case by case basis.

The food vouchers are not able to be used for cigarettes or alcohol. For 2011, the food parcel consists of the following options:

### **Example of a UCSA Foodbank Parcel**

#### **Fruit** (2 cans of the following)

Peaches

Pears

Fruit Salad

#### **Heat & Eat** (2 cans of the following)

Spaghetti

Baked Beans

Soup

#### **Vegetables** (2 cans of the following)

Tomatoes

Corn

#### **Carbs** (One bag of the following)

Rice

Pasta

**Protein** (two cans of the following)

Tuna

Chickpeas

**Condiments** (two cans of the following)

Pasta Sauce

Stirfry Sauce

**Cereal** (one of the following)

Weetbix

Cornflakes

Ricies

**Extras** (one of the following)

UHT Milk

Soy Milk

Options are subject to availability, but are intended to provide students with a degree of agency in the process. It also reduces the likelihood of unwanted food going to waste. We will also attempt to provide for students with specific dietary requirements. Students are also offered valuable information on other services that they may find useful such as, WINZ, Studylink, 0800 Hungry and Student Job Search.

**Information**

The application form serves a double purpose. It provides the Administrator clear information regarding an individual's situation, which will allow them to advise them further. It also allows the UCSA to collect information so that it can better develop its services to meet member needs.