

Appx O4 GUIDELINES TO CATERING STAFF

It is the aim of the ACC to provide officials, student officials and special guests with light refreshments as they perform their duties. Refreshments include tea/coffee, cordial/water & biscuits.

Note: *Lunch and morning tea is ONLY provided to certain chief officials (of which there are approximately 10). A list of these specific Officials will be provided to the supervising schools staff member on the day.*

A roster, within each carnival division and based on annual rotation, is used to determine which school supplies the catering staff/officials. If a school is elevated or relegated from one division of carnival to another, they take the place on the roster of the school that they are replacing.

Officials will be catered for during the course of their duty at no individual cost. Poolside officials (including student assistants) have refreshments delivered to them by the Catering school's student officials. Officials will be recognised by a pink, orange or yellow vest with "ACC OFFICIAL" on the back. Student officials' will be represented similarly or by a coloured "ACC OFFICIAL" badge. Other school staff (coaches, teachers and/or managers) or students are not catered for and must supply or purchase their own refreshments at the venue.

CATERING REQUIREMENTS

Approximately 45 general officials are catered for at each of the A - E division carnivals, and ~ 35 at the F - J division carnivals.

STRICTLY, catering is provided from 10:00 am and until 1:30 pm at carnivals for poolside officials. Catering may begin earlier due to hot conditions at the discretion of catering staff.

It is usual practice for the rostered school's canteen staff or home economics department to assist with the Carnival catering. Student assistants are used to perform the delivery tasks where necessary.

Experience shows that approximately (1) adult and five (5) students have been used to perform the various tasks at each swimming carnival. Catering staff should not travel on the spectator bus as they may be late arriving at the venue. Catering officials should travel on the team/swimmers bus or use individual transport to ensure they arrive at the venue on time for the officials briefing.

Weather conditions often determine the amount of cold drinks, compared to hot drinks consumed.

HBF Stadium has a separate room set up for carnival catering. All food, beverage and equipment are provided by the venue cafes'. Schools are only responsible for providing the staff and students to distribute the food and beverage.

Students assisting the catering staff member are required to be dressed appropriately for the day.