

Use this checklist to plan or review a menu which includes morning tea, and afternoon tea only.

The checklist will help you provide healthy foods in line with the *Australian Dietary Guidelines*¹ and the *Australian Guide to Healthy Eating*² that meet the nutrition and developmental needs of 1–5 year old children.

If you require information about appropriate serving sizes for children, refer to the fact sheet *What's in a serve?*³

Fruit	Tick if meets guideline					
Fruit is provided each day.	Mon	Tues	Wed	Thurs	Fri	
	Week 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Week 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dried fruit is not offered more than once per week.	<input type="checkbox"/>					
Vegetables and legumes/beans	Tick if meets guideline					
Vegetables and/or legumes/beans are provided each day.	Mon	Tues	Wed	Thurs	Fri	
	Week 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Week 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Milk, yoghurt, cheese and/or alternatives	Tick if meets guideline					
Milk, yoghurt, cheese and/or alternatives are provided 1-2 times per day (e.g. morning tea and/or afternoon tea). Full fat varieties of milk, yoghurt, cheese and/or alternatives should be used for children less than 2 years. Reduced fat milk, yoghurt, cheese and/or alternatives are suitable for children over 2 years of age. Cream, sour cream and butter are not substitutes for milk, yoghurt and cheese.	Mon	Tues	Wed	Thurs	Fri	
	Week 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Week 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

¹ *Australian Dietary Guidelines*, National Health and Medical Research Council, 2013, www.eatforhealth.gov.au

² *Australian Guide to Healthy Eating*, National Health and Medical Research Council, 2013, www.eatforhealth.gov.au

³ *What's in a serve?*, Healthy Eating Advisory Service, Department of Health and Human Services, State Government of Victoria, 2012, www.heas.health.vic.gov.au

Grain (cereal) foods	Tick if meets guideline					
Grain (cereal) foods are provided at least once per day.	Mon	Tues	Wed	Thurs	Fri	
	Week 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Week 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High fibre varieties (e.g. wholegrain and wholemeal) are included at least 3 times per week, preferable every day.	Mon	Tues	Wed	Thurs	Fri	
	Week 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Week 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fats and oils	Tick if meets guideline					
Polyunsaturated and/or monounsaturated oils and spreads are used in cooking and baking. Examples include: sunflower, safflower, canola, olive, peanut, sunflower, soybean and sesame oil.			<input type="checkbox"/>			
Butter, cream, sour cream, coconut cream, copha, palm oil, ghee and lard are not used in cooking or on the menu.			<input type="checkbox"/>			
Foods and drinks that should not be included in the daily menu	Tick if meets guideline					
Foods and drinks which are high in saturated fat, salt and/or sugar or combination of these, with little nutritional value are not provided. Examples of these foods include: <ul style="list-style-type: none"> ● chocolate, confectionary, jelly ● sweet biscuits, high fat/salt savoury biscuits, chips ● high sugar/high fat cakes and slices ● cream, ice cream ● deep fried foods (e.g. hot chips) ● pastry based foods (e.g. pies, sausage rolls and pasties) ● most fast food and takeaway foods ● some processed meats (e.g. sausages, frankfurts/hot dogs, salami, Strasburg, Devon, some commercial chicken nuggets and fish fingers) ● soft drinks, fruit juice and fruit drinks, cordial, sports drinks, sports waters, flavoured waters, flavoured mineral waters, iced teas, energy drinks and flavoured milk 			<input type="checkbox"/>			
Salt	Tick if meets guideline					
Salt is not added to cooking or available at the table.			<input type="checkbox"/>			
Baked items	Tick if meets guideline					
Baked items are not included every day			<input type="checkbox"/>			

Drinks	Tick if meets guideline
Water is offered at all meals and is available freely throughout the day.	<input type="checkbox"/>
Food variety	Tick if meets guideline
The menu includes a variety of tastes, colours, textures (e.g. crunchy, soft, etc) and flavours.	<input type="checkbox"/>
Morning tea and afternoon tea are based on foods from the five food groups.	<input type="checkbox"/>

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