

## Catering and Dining Room Information for School groups

It is vital that you read ALL information prior to arrival and that applicable information is passed onto all campers.

If you have any queries concerning any of your catering needs please contact:

**Catering Coordinator:**      **Cathie Sharp**  
**Phone:**                              8388 5234 Office (Mon-Thurs 9am-5pm)  
**Email:**                                [csharp@baptistcaresa.org.au](mailto:csharp@baptistcaresa.org.au)

We are committed to offering a healthy balanced menu including meats, chicken, fresh fruits, fresh vegetables and salads to all our clients. All our meals are based on the "Right Bite" Healthy Food Strategy for Schools.

## Menus

All Menus are planned by the Mylor Adventure Camp Catering staff and are based on 60 years of experience in the camping industry.

The price you were quoted at the time of booking entitles you to the standard menu (with one menu choice for main course and one menu choice for dessert). Other menu options can be considered (but would incur extra costs) if advanced notice is given.

We are happy for you to choose your menu from the options we have available (or suggest other options, which may incur extra costs). However, if you are sharing the campsite with another school/group the menu will be planned by Mylor Adventure Camp Catering staff. If you wish to take up this option -please note our menus are prepared in advance so you need to contact the Catering Coordinator 3 weeks prior to your camp to discuss this.

Portion sizes - the catering price you are quoted at the time of booking entitles each person to ONE SERVE OF FOOD. We believe that our portion sizes are generous however if you feel that this may not be enough extra serves can be provide but this will incur an extra cost. Please contact the Catering Coordinator before your camp to discuss this.

## Time of Meals

**Meal times are: Breakfast 8.00am, Lunch 12.30pm and Dinner 5.30 or 6pm. Snack times are negotiable. Alternative meal times can be negotiated at the time of booking but will incur an extra cost.**

Meals will be ready to serve at the time indicated on your program. Please ensure that your group is seated in the dining room at least 5 mins before the programmed meal time. If you want to chat with your group before the meal please make sure that you allow extra time for this prior to the meal service time. If your programme is running over time please let the catering staff know and a new time can be negotiated if possible. For school camps meal times are programmed for you.

**Please note:** *The earliest we will serve Breakfast is 8am and the latest we will serve dinner is 6pm.*

*For Small groups (45 or under) set meal times will apply. Breakfast (get your own), M/T – 10.30am, Lunch 12.30pm, A/T – 3.30pm, Dinner 5.30 or 6pm.*

The Main Kitchen is locked up at night when Catering Staff leave so there is no after-hours access available.

Please note: There is a fridge available in the dining room for people who BYO foods or drinks. Unfortunately we cannot allow you to use fridge or freezer space in the Kitchen as this is limited. A microwave is also available in the dining room for campers use.

The Catering Coordinator is available to answer any queries or discuss your Catering needs and can be contacted Monday to Thursday, 9am – 5pm on 8388 5234 or 0408 897 541 or email [csharp@baptistcaresa.org.au](mailto:csharp@baptistcaresa.org.au)

## Special Diets

Over recent years the number of people with medically diagnosed food allergies has increased significantly and for this reason we advise that we are an **ALLERGY AWARE CAMPSITE** - this means that we do not eliminate any foods from our menu. We have worked hard to provide alternative meals and snacks for as many dietary requests as we can. We feel that it is important that everyone (especially children) learns and manages their own dietary needs. Whilst we endeavour to provide for all diets, it is sometimes not possible to cater for them all, especially where one person has multiple allergies. For this reason we may ask you to provide foods to supplement what we provide.

All our catering staff are trained in the precautions needed in dealing with food allergies ie cross contamination, ongoing need to read food labels and ingredient lists, use of specially allocated utensils, changing of gloves when preparing and serving and cleaning and sanitising equipment & benches. We have a strict cleaning schedule and all dishes must go through the commercial dishwashers.

We are happy to provide for medical diets and certain lifestyle choice diets (vegetarian and vegan) but are unable to cater for personal likes or dislikes. We suggest that if you know that someone is particularly fussy about what they eat that they supplement the menu with food from home.

To enable us to provide for medical and lifestyle diets we must be notified via the form sent to you in the information pack by the due date so that appropriate menu planning and ordering can be done.

If this form is not returned by the due date we may not be able to provide for your dietary needs.

Catering staff prepare alternative meals for those who have indicated they have a need. If these meals are prepared and not eaten a charge may be made on your final invoice to cover the extra costs incurred.

**Camp Leaders:** *It is the responsibility of the camp leader to ensure that the information below is passed onto the camper who has requested a special diet. It is also the responsibility of the camp leader to fill out the form in the information pack "Request for Special Diet" and return it to us by the due date.*

These are the diets that we cater for on a regular basis. Some diets may require you to provide your own food.

Type of Diet	What we provide	What you need to provide
<b>Coeliac Gluten/Wheat Free</b>	<ul style="list-style-type: none"> <li>• Alternative gluten free foods for all main meals</li> <li>• Gluten free Weet-Bix and Cornflakes</li> <li>• Home baked Gluten free Bread</li> <li>• Limited variety of Gluten free snacks ie cakes, biscuits, muffins, dips and rice crackers</li> <li>• Toaster available for G/F bread</li> </ul>	<ul style="list-style-type: none"> <li>• Foods to supplement the menu if desired</li> </ul>

<p><b>Lactose Allergy or Intolerance</b> (if you are able to have milk which is used in baking or lasagne please indicate this)</p>	<ul style="list-style-type: none"> <li>• Alternative lactose free meals for all main meals</li> <li>• SO Good Soy Milk <b>only</b>.</li> <li>• Please note that we use cow's milk in all our baking &amp; lasagne</li> <li>• A limited range of snacks and desserts</li> <li>• fresh fruit is available at all times</li> <li>• Nuttelex</li> </ul>	<ul style="list-style-type: none"> <li>• Alternative milk if So Good Soy milk is not your preferred choice</li> <li>• Foods to supplement the menu if desired</li> </ul>
<p><b>Dairy Allergy</b></p>	<ul style="list-style-type: none"> <li>• Alternative dairy free meals for all main meals</li> <li>• So Good Soy Milk only</li> <li>• A limited range of snacks and desserts and fresh fruit is available at all times</li> <li>• Please note that we use cow's milk in all our baking and Lasagne</li> <li>• We have a limited range of dairy free snacks and desserts</li> <li>• fresh fruit is available at all times</li> <li>• Nuttelex</li> </ul>	<ul style="list-style-type: none"> <li>• Alternative milk if So Good Soy milk is not your preferred choice</li> <li>• Foods to supplement the menu if desired</li> </ul>
<p><b>Egg Allergy</b></p>	<ul style="list-style-type: none"> <li>• Alternative egg free meals for all main meals</li> <li>• A limited range of Egg free snacks and desserts</li> <li>• fresh fruit is available at all times</li> </ul>	<ul style="list-style-type: none"> <li>• Foods to supplement the menu if desired</li> </ul>
<p><b>Nut Allergies</b></p>	<ul style="list-style-type: none"> <li>• Alternative main meals are provided for those who cannot have any nuts or traces of nuts.</li> <li>• No nuts, nut oils are used for cooking and we <b>do not</b> have peanut paste or Nutella available</li> <li>• Please note: We <b>DO</b> use products where</li> </ul>	<ul style="list-style-type: none"> <li>• If you can't have "traces of nuts" you will need to provide your own snacks and desserts</li> <li>• Foods to supplement the menu if desired</li> </ul>

	<p>manufacturers indicate that traces of nuts may be present.</p> <ul style="list-style-type: none"> <li>• A limited range of nut free snacks and desserts</li> <li>• fresh fruit is available at all times</li> </ul>	
<b>Vegetarian - who eats vegies only</b>	<ul style="list-style-type: none"> <li>• Vegetarian options are provided for all main meals</li> </ul>	
<b>Vegan (No animal products eaten)</b>	<ul style="list-style-type: none"> <li>• Vegan meals are provided for all main meals</li> <li>• Fresh fruit for snacks and dessert</li> <li>• SO Good Soy milk</li> <li>• A limited range of vegan snacks and desserts</li> <li>• fresh fruit is available at all times</li> </ul>	
<b>Person who eats no red meat</b>	<ul style="list-style-type: none"> <li>• Foods will be prepared as for a vegetarian unless chicken is being served</li> </ul>	
<b>Halal</b>	<ul style="list-style-type: none"> <li>• Halal meat can be sourced if required.</li> </ul>	

## Sample Menu

**Please note:** *this is a SAMPLE ONLY and our menus are subject to change at any time without notification.*

Menus are planned by the Mylor Adventure Camp Catering staff.

### Breakfast

- Choice of cereals – Cornflakes, Rice Bubbles, Just Right, Weet-Bix and All Bran with full cream & low fat milk.
- Toast (white, wholemeal and grain breads) and spreads – margarine or butter, apricot & strawberry jams, Honey and Vegemite
- Tinned fruit
- Orange or Apple Juice (one glass per person)

On the last day of camp – Scrambled eggs or Spaghetti in tomato sauce (1 option only) is served.

Other cooked breakfast options are available on request at the time of booking for an extra cost – Eg Eggs and bacon, waffles and maple syrup.

**Morning Tea/Afternoon Tea (one option will be served at each snack time)**

- Cakes, Muffins, Biscuits and Slices (All are homemade and comply with the Right Bite guidelines. Cow's milk and cooking margarine are used in all our homemade baking.
- Cheese and Biscuits, Dip with carrot and biscuits
- Prepared Milo is served in the winter months at the discretion of Baptist Care Staff

**Lunch (one option only will be served)**

- Hamburgers – Bread Roll, meat patty, cheese, lettuce and tomato with condiments. (For High School students and Adult group's beetroot and pineapple are added.)
- Meat and Salad Rolls – Freshly baked Bread Roll with ham or beef deli meat, cheese, tomato, cucumber and lettuce with condiments.
- Chicken Burger – Bread Roll, crumbed chicken portion served with cheese, lettuce, tomato and condiments.
- Chicken Wrap – Crumbed chicken portion served on a tortilla wrap with cheese, tomato, cucumber, carrot and lettuce.
- Mini Pizzas – (2 choices) - Ham & Pineapple and BBQ Chicken served with a tossed salad. (For groups of 50 campers or less).
- Baked Potatoes served with bacon, cheese, beetroot, pineapple, coleslaw and sour cream
- Nachos – corn chips, meat sauce, lettuce, tomato, sour cream & guacamole
- Hot Soups are served in winter OR Fresh fruit is served after the meal

**Dinner (one option only will be served)**

- Roast Beef served with roast potatoes, carrots, peas, gravy and a small dinner roll.
- Roasted Chicken portions served with roast potatoes, carrots, peas, gravy and a small dinner roll.
- Homemade Lasagne served with tossed salad and garlic bread
- Butter Chicken served with Rice and mixed vegetables. (For High School age and Adult groups only)
- BBQ - Chicken kebabs and sausages served with salads, bread and condiments. (Minute steaks can be served but may incur extra cost.)
- Marinated Chicken or Beef kebabs served with rice and vegetables.
- Chicken or Beef Schnitzels (For groups of 70 campers or less) served with roast potatoes and vegetables, gravy and a small dinner roll OR salad.

**Desserts (one option only)** – Chocolate Mousse, Vanilla Slice, Fruit & Ice-Cream, Apple Crumble, Apple Custard Tarts, Cheesecake with mixed berries or Pavlova with cream and fruit.

**Beverages**

- Rain water is available at all times for drinking.
- Instant Coffee and tea is available at all times for adults
- Milo is available at supper time only (all year round). During winter Milo may be served for Morning or Afternoon Tea at the discretion of BCSA Staff.
- If you require Milo at all times – 14 days' notice must be given and this will incur an extra cost.

**A Nespresso Coffee Machine is situated in the main dining room and is available at all times.**

You are able to purchase pods for \$1 each from the catering staff when the kitchen is open.

**For Teachers and Parents of school groups only (extra charge)**

- Cheese Platter – with cheeses, dried fruit, biscuits - \$4-00 per person per platter (must be ordered in advance)

## Dining Room Procedures

### **Teachers/Parents table (School groups only)**

A designated table at the front of the dining room has been set up for teachers and parents. We ask that you use this table as it is close to the serving area so that if catering staff need your assistance you are close by.

### **For all groups**

Leaders please introduce yourselves to the catering staff member/s on duty when you arrive. We can then go through the info we have received from you to check for any changes.

### **Before and after main meals**

Five minutes before the meal - tables need to be set and then after the meal tables need to be cleared, dishes washed and put away, coffee area cleaned and floor vacuumed.

To ensure that these tasks occur we suggest that you divide all the campers into groups of 6-8 people and allocate a group to each meal. Please see catering staff and they will take you through what needs to be done. An industrial dishwasher is available for use – this must be supervised by an adult at all times.

Note - M/T, A/T and Supper no set up is required but dishes need to be done.

Alternately, Baptist Care staff can do table setting, dishes, and clean up. This service will incur an extra cost.

### **Serving of Meals**

All meals will be served from the front servery. Teachers or Leaders are asked to send campers in an orderly manner, table by table to get meals. Main Course is served first then dessert. For some meals, assistance to serve may be needed. We ask that adults are available to help with this. OHW procedures will need to be followed as directed by the Catering Staff.

For all groups we ask that a teacher or leader be present at the front servery to assist Catering Staff as needed.

### **Special Diets**

We ask that those people who have dietary needs (as requested prior to camp) to come first. The Catering staff will mark off their names as their meal is served to ensure that these people receive the meal that they need.

Our staff prepare meals for those who have indicated they have a special dietary need. If these meals are prepared and not eaten a charge may be made on your final invoice to cover the extra costs incurred.



## Shared Dining Procedures

**When camp sharing is applicable it is expected that both groups will share the dining hall for main meals.**

When sharing the dining room with another group, each group will have their own space (indicated by your group name on the tables). You will be responsible for keeping this area clean and tidy. If you want to talk with or give instructions to your group, please do so in your home space. If your home space is the dining room please do this after the other group have left the dining room.

Meals are prepared and ready to serve at the time indicated on your program. Each group will need 3-4 students to set tables before each meal. Each table needs to be set with a container of cutlery, serviettes, 8 cups/glasses and a jug of water. Catering staff are available to assist with this.

The bell will sound 10 mins before the programmed meal time (8am Breakfast, variable lunch times and 5.30pm Dinner). Please make your way to the Dining Room and be seated. Handwashing needs to be done before this time.

Before serving the first meal one of the Catering Staff will explain to both group the procedure for service and clean up.

Meals for each group will be served from separate sides of the front servery. Each group will be served their meals from that same side for the duration of the camp.

Catering Staff will assist with washing dishes used in the Dining Room. M/T, A/T need to be stacked as per the procedure below and Supper dishes are the responsibility of each group.

1. Scrape any leftover food into the scrap bucket provided
2. Place your used knife, fork or spoon into the cutlery bucket provided
3. Stack your plates, bowls, and cups in a pile in the centre of your table
4. As you are leaving the table push your chair in

### Duty Group Clean Up

Using the trolley provided collect the dishes from each table and bring to the dish washing area

1. Empty the buckets of food scraps into the Compost bin
2. Put the knives, forks, spoons into the large buckets provided to soak
3. Leave the dishes stacked on the trolley ready for washing
4. Using the cloths provided wipe down the tables and make sure all chairs are pushed in
5. Vacuum the floor if needed

## **We ask that each group respect the other:**

1. Meal times are a time for quiet conversation with the others seated at your table.
2. Please ensure that everyone remains seated during meal times unless getting their meal.
3. Games (Table tennis, Foosball) are **not** to be used during meal times.
4. Please respect the cultural and religious practices of others

## **Frequently Asked Questions**

### **Can we choose our own menu?**

We are happy for you to choose your menu from the options we have available. If you wish to take up this option -please note that our menus are prepared two weeks in advance so you need to contact the Catering Coordinator 2 weeks prior to your camp to discuss this. Please note: If you are sharing the campsite with another school/group Mylor Adventure Camp Catering staff will plan the menu for you.

### **Is there a choice at meal times?**

We provide one menu item at each meal time. Options can be provided at main meal times but this will incur an extra cost. Please contact the Catering Coordinator 2 weeks before your camp to discuss this.

### **Are there seconds available at meal times?**

The costing you are quoted at the time of booking entitles each person to ONE SERVE OF FOOD. We believe that our portion sizes are generous however if you feel that this may not be enough extra serves can be provided but this will incur an extra cost. Please contact Catering Coordinator 2 weeks before your camp to discuss this.

### **Are meal times negotiable?**

Our standard meal times are: Breakfast 8.00am, Lunch 12.30pm and Dinner 5.30 or 6pm.

For school camps meal times are programmed for you.

Please note: The earliest we will serve Breakfast is 8am and the latest we will serve dinner is 6pm.

Other mealtimes can be negotiated on booking and an extra cost will be incurred.

**If we bring food from home is there somewhere to put it?**

There is a fridge available in the dining room for people who BYO foods or drinks. Unfortunately you cannot use fridge or freezer space in the Kitchen as this is limited. A microwave is also available in the dining room for campers use.

**Is tea and coffee available at all times?**

Yes. Tea and coffee is available (for adults) in the dining room at all times. Milo is available at Supper time only.

**Do you provide for dietary needs?**

We understand that people have medical dietary needs or foods they can't eat for religious or cultural reasons or a lifestyle choice ie vegetarian or vegan.

We are happy to provide for such diets but are unable to cater for personal likes or dislikes.

We suggest that if you know that someone is particularly fussy about what they eat that they supplement the menu with food from home.

To enable us to provide for special medical or religious needs we must be notified (via the form sent to you in the information pack by the due date) so that appropriate menu planning and ordering can be done.

**Do we have to do our own dishes or any other dining room set up?**

Before and after main Meals – (5 minutes before the meal) tables need to be set and after the meal (30 – 45 mins) tables need to be cleared, dishes washed and put away, coffee area cleaned and floor vacuumed. To ensure that these tasks occur we suggest that you divide all the campers into groups of 6-8 people and allocate a group to each meal. Please see catering staff and they will take you through what needs to be done. An industrial dishwasher is available for use – this must be supervised by an adult at all times.

For M/T, A/T and Supper no set up is required but dishes need to be done.

Alternately, Mylor Adventure Camp staff can do table setting, dishes, and clean up. This service would incur an extra cost.