Task 5

Using the information provided below, please write a brief and concise project summary that can be used to support a team putting together a press release on the project for the general community. As indicated by John in the email below, you will also need to provide your recommendations on the most suitable project plan from Task 2, service quote from Task 3 and technology solution from Task 4, including why you feel the options you have selected are the best.

You should aim to spend approximately 15-20 minutes on this task.

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| Project Summary |

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| **From:** | John Gates |
| **Sent:** | 06 November 12:43 |
| **To:** | Alex Taravel |
| **Subject:** | Project Summary |

Hi Alex,

The team looking after the pilot of the school canteen initiative have sent some material through and as the DSA Director has now approved the large scale rollout of the project, we would like to put out a press release. Can you please prepare a short project summary covering the pilot findings and next steps to help assist the team developing the press release?

As part of the next steps, can you please briefly outline your recommendations for the most suitable project plan, service quote, and technology solution for this project? Please include an explanation for why these options are the most suitable for this project.

I have forwarded the material to you. This will need to go out before the next stage of the project starts.

Thanks,

John

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| **John Gates, Metro Region General Manager**  **Department of Social Affairs**  email: john.gates@dsa.gov.au  web: dsa.gov.au |

# Project background

Goulburn Early Childhood and Primary School is situated in the regional city of Goulburn and was established in 2013 to meet the needs of the area’s growing population. The school caters for students from Kindergarten to Grade 6 and has an on-site after-school care centre. The school is located 195 kilometres from the Sydney CBD and is within the Southern Tablelands region. It is classified as a small to medium sized school with 592 students enrolled during Semester 2, 2017.

The school was selected as the site for the Department of Social Affairs’ (DSA) first pilot of an initiative designed to reduce rates of childhood obesity by increasing the availability of fresh fruit and vegetable options at school canteens. The budget for the pilot was $8,000 and the pilot was completed under budget at $6,800. The state-wide roll-out of the project has been budgeted at $6.8 million, over three years.

As the primary objective of the program is to reduce the consumption of processed food during school hours, the initiative included a baseline measurement of all food sales during the first four weeks of Semester 1, 2018. Following the introduction of a wider range of fresh food options, after an initial settling in period of two weeks, food sales rates were again measured for four weeks.

Rates of food sales before implementation and during implementation can be shown in Figure 1.

**Figure 1. Sales before and during implementation of Fresh Food initiative**

# Testimonials

## Parent:

“We have been quite concerned about the nutritional value of the food available to our son at school and it was a relief to hear that something is being done to introduce more fresh food at school canteens! This health food initiative is a great start and we’re noticing right away that our kids are spending their money on more healthy alternatives.”

## Teacher:

“I found that during the first few weeks of the semester, the kids in class were hyperactive as usual, especially after their lunch breaks – it must be all those sugary snacks! However, during the period when there was an increase of fruit and vegetable-based options at the canteen, the kids’ behaviour seemed to have improved. I found it much easier to maintain the classroom and deliver lessons more effectively.”

## Canteen staff:

“I believe that the health food initiative was a success. It was a big change in our menu, but it was a smooth transition. All we had to do was to introduce more fruits and vegetables and be creative with how we encouraged the kids to purchase them instead of junk food. It was a success because more kids did end up buying the healthier options. It is definitely a good start to reducing junk food consumption.”

# Email from Project Director

To all DSA staff,

The initial pilot study of the health food initiative to reduce childhood obesity at Goulburn Early Childhood and Primary School has resulted in positive outcomes and remarks including positive responses from staff, parents and students. This initiative has shown increased sales and consumption of fresh food options such as fruit and vegetable-based foods. After consulting with the Board of Executives, we would like to announce the decision to implement the next stage of trials to include different cohort of schools including areas such as Newcastle and Wollongong.

Sincerely,

Emily Nguyen

*Director, Department of Social Affairs*