

Sample Communications: Food Donation Information Sheet

**[Name of School] [Name of School Meal or School Nutrition Program]
Food Donation Information**

Thank you very much for your interest in making a food donation to the [Name of School] [Name of School Meal or School Nutrition Program].

We gratefully accept a wide range of food donations, such as many non-perishable items. Due to health and safety concerns and provincial regulations, we are not able to accept some foods as donations. If you have further questions about the suitability of an item for donation, please contact [Name of School Meal Coordinator or School Principal].

In addition to direct food donations, [Name of School Meal and School Nutrition Program] gratefully accepts cash donations and/or gift cards from [Name of Supermarket(s) where purchases are made].

| Great to Donate | |
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| Fruit And Vegetables | <ul style="list-style-type: none"> • Packaged, store-bought, whole, fresh fruit and vegetables • Unsweetened fruit cups, fruit salad cups, apple sauces • Pre-packaged, 100% fruit juice • Canned fruit or vegetables in water or juice (not syrup) • Packaged, 100% dried fruit (e.g. raisins, dried fruit medley, fruit bars) |
| Grain Products | <ul style="list-style-type: none"> • Packaged whole wheat bread, buns, rolls, bagels, tortillas, naan bread, bannock, crackers • Unopened boxes of whole grain cereals and cereal with fruit • Uncooked, unopened whole wheat pasta or brown rice |
| Milk and Alternatives | <ul style="list-style-type: none"> • Unflavoured tetra-pak soy milk; ensure that the variety selected does not require refrigeration |
| Meat and Alternatives | <ul style="list-style-type: none"> • Fish canned in water (or oil) • Canned or packaged (dried) beans, peas, and lentils • Some canned meats (low sodium chicken or turkey) |
| Will not be accepted | |
| <ul style="list-style-type: none"> • Perishable foods such as meat or dairy products • Foods that have been prepared at home (e.g. home-made macaroni) • Home canned/jarred foods (e.g. jams, sauces, fruit or vegetables) • Foods that have been exposed to any possible sources of contamination (e.g. insect, rodent, or chemical contamination) • Damaged store-bought canned foods (dented, label off, etc.) • Food items that are out of date • Open boxes or cans of food | |