

# FACT SHEET



## Tuckshop and Canteen Management Consultants

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## Developing a Financially Viable Menu

### Setting your menu prices

Have on hand and use your Association's endorsed pricing policy and never use the Sales reps RRP (recommended retail price) as their markup is often substantially less than your required gross profit. Do not use another organizations selling price as your own, as they may have their supplies donated or purchase at a cheaper price than you.

Always round your selling price up in 10 cent increments and ensure GST has been included in cost price

### Minimise your menu choices

Fewer menu choices that change regularly to offer variety are easier to manage. The more choices on offer, the more money you have tied up in stock, and the more suppliers you need. More stock also means there is more paperwork generated and more staff required to produce it (whether paid or unpaid).

Also choose items that are healthy and popular and always trial new items before adding them to your menu

### Portion and costing controls

Portion control is a MUST for you to be able to cost out your menu item correctly. Portion control can mean the difference between making a profit or losing money in your business. Food must be made to the same quality and quantity each and every time it is prepared, irrespective of who is making it.

Costings identify how much each item costs to make before you add our markup/margins. Margins ensure that the agreed markup you added achieve your required gross profit and bottom line net profit.

Instruction cards will also help you with your portion control consistency. When making your cards, arrange the ingredients in the order you want the item made and the quantities in each serve. Adding a photo to your cards is a great benefit as is including your presentation and storage requirements on the card. Don't forget to laminate and display them near the appropriate workstation..

### Boosting your gross profit

Contact suppliers and ask for a discount off their list price, they usually won't offer it until asked. Use the regular price in your costings as the discount you negotiated is a bonus and may not always be available.

Use ingredients that are in season as they will be cheaper and easier to get. Always use ingredients that can be used in other dishes rather than just ordering for one product.





Buy in bulk, one to two weeks supply maximum. You may be able to set up with another local school to increase purchasing power and share bulk orders.

Use home brand where possible, they are often just as good for a much lower purchase price.

Choose items that are not labour intensive such as the pre shredded lettuce and grated carrot now available.

Actively value your volunteers as many hands make light work, and less paid hours means lower operating costs.

### Additional help to manage your Tuckshop or Canteen

-  Tuckshop and Canteen Management Consultants Helpline [www.canteens.com.au](http://www.canteens.com.au) - Jocelyn Ashcroft
-  QAST is an excellent source of information for Tuckshops and Canteens <http://www.qast.org.au/> Apply for your member log in details so you can access members only section.
-  Nutrition Australia [http://www.nutritionaustralia.org/about\\_us/offices/qld.asp](http://www.nutritionaustralia.org/about_us/offices/qld.asp)
-  Smart Choices <http://education.qld.gov.au/schools/healthy/food-drink-strategy.html> for all your smart choice resources