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Meeting minutes

Canteen Committee - Yangpu

1. Time: Dec. 05, 2023, 10:45am to 11:45am

2. Present:

LFS

Mr. Benjamin BILTERYST, CEO

Ms. Livia RAFIDISON, Chief Operating Officer

Ms Xiaoqian WANG, SG Coordinator

Mr. Joël KELLER, Director of Primary School

Mr. Wei GU, Vie Scolaire of Secondary School

Ms. Veronique CHEN, Vie Scolaire of Primary School

Ms. Emmanuelle NICOLE, Nurse

Mr. Achille MESSI, Staff Representative

Mr. Denis BOISSEAU, Parent Representative

Mr. Jonathan CLAESEN, Parent Representative

BONNISSEAU Joëlle CM1-CM2, Student Representative

Claire MIMOUNI, Student Representative

Hugo CAVE, Student Representative

DSS:

Mr. Holger NOLL, Head of Administration

Mr. Alexander DIEFENBACHER, Student Administration

Ms. Nicole HAENDEL, Parent Representative

Ms. Mei SHI, Parent Representative

• Common team:

Mr. Claude CERBOLLES, Representative of Chartwells on both campus

Ms. Connie SHEN, Yangpu Site Manager of Chartwells

Mr. Roger MAURER, Chef of Chartwells

3. Absents excused:

• LFS:

Mr. Willy BONGA, Support Services Manager Mr Jean-Joseph KOUDAYA, Director of Secondary School

4. Agenda:

- 1. Committee Organization
- 2. Committee regulations Basic rules
- 3. Canteen service organization YANGPU EUROCAMPUS
- 4. LFS Canteen organization
- 5. DSS Canteen organization
- 6. COMPASS presentation



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5. <u>Development:</u>

1) Roundtable members presentation

The committee members of LFS and DSS schools are as follow:



2) Canteen committee framework, regulations and members

The basic rules described in the slide are as follow:



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2. COMMITTEE REGULATIONS – BASIC RULES

Canteen Committee - Yangpu

- . Definitions: Define the participants of the Committee
- · Goal: Define the goal of the Committee
- · Limits of scope: Define the nature of the Committee
- · Composition: Define the composition of the Committee
- <u>Timeframe</u>: Describe the frequency of the committee meetings







2. COMMITTEE REGULATIONS - BASIC RULES

GOAL

Committees are dedicated to handle <u>regular questions related to the topics of Canteen</u>. Generally, Committees promote a mutual, healthy and transparent relationship between Schools, parents, staff and student representatives, as to <u>improve the general service quality</u>, within its existing constraints, by sharing information about works, projects in progress, and answering questions about areas of concern.

LIMITS OF SCOPE

Committee Members are not a decision-making body, but a consulting body.

Decisions will be made by schools' services, principal and boards.

Committee Members shall set aside any personal conflict of interest during Committees.









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2. COMMITTEE REGULATIONS – BASIC RULES

COMPOSITION OF COMMITEES

Committees are joint Committees of both LFS and DSS schools.

TIME FRAME

Joint LFS/DSS Committees are in-person Committees and take place at least twice per school year, on the Schools' initiative

When events require it, Schools can call for extraordinary Committees with 3 days of forewarning. They can be in-person or online Committees.

Dialogue and feedback to the Schools are possible all along the school year, as well as informal Committees involving LFS only or DSS only.





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3) Canteen service organization

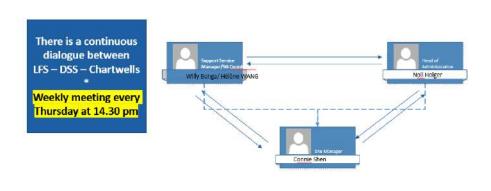


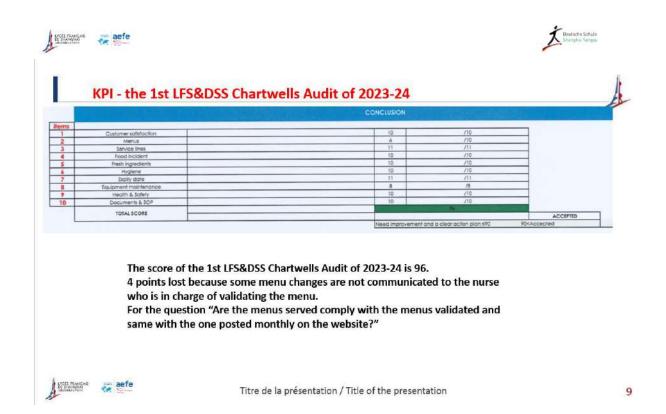
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3. CANTEEN SERVICE ORGANIZATION -YANGPU EUROCAMPUS







4) LFS Canteen organization



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Information on volunteer parents – Yangpu canteen

A total of 27 parents volunteers, 7 of whom are new for the 2023-24 school year.

12 parents for Mondays, Tuesdays and Thursdays.

7 parents for Wednesdays and 9 parents for Fridays.



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CANTEEN SERVICE ORGANIZATION -YANGPU EUROCAMPUS-LFS



- KINDERGARTEN
- DAYS: Monday, Tuesday and Thursday
 TIME: 10h50 to 12h05
 DAYS: Wednesday and Friday
 TIME: 10h50 to 11h30
- MANAGEMENT: 3 or 4 parents, 2 staff of Vie Scolaire
 MANAGEMENT: 0 parents, 2 staff of Vie scolaire
- PRIMARY SCHOOL
- DAYS: Monday, Tuesday and Thursday
 TIME: 10h50 to 12h35
 DAYS: Wednesday and Friday
 TIME: 10h50 to 12h30
- MANAGEMENT: 9 parents for Mondays, Tuesdays and Thursdays.
 8 parents for Wednesdays and 7 parents for Fridays.
- SECONDARY SCHOOL
- DAYS: From Monday to Friday
 TIME: 12h00 to 12h35



Titre de la présentation / Title of the presentation

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For the LFS side, a lot of volunteer parents help the daily running of the Canteen Service.



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Volunteer parents - schedule



1	2	3	4	5	6	7	8	9	10	11
COUR MATERNELLE	CANTINE MATERNELLE	CANTINE MATERNELLE	CANTINE PRIMAIRE Surveillence Dynamique	Responsable du lavage des mains	Responsable des sorties (Petites tables)	Responsable des sorties (Grandes tables)	Responsables de la file d'attente	Responsables de la file d'attente	Responsables du Stand Salade	CANTINE PRIMAIRE
COUR* MATERNELLE	COUR* MATERNELLE	COUR* MATERNELLE	Caulair (poste1)	Couldir (poste 5)	STADE (poste 6)	STADE (poste 7)	Structure (poste 2)	Structure (poste 3)	Couloir (poste 4)	Surveillance Dynamique
CANTINE PRIMAIRE (Standes tables)	CANTINE PRIMAIRE (Grandes tables)	CANTINE PRIMAIRE (Grandes tables)	CANTINE PRIMAIRE Surveillance Dynamique	Responsable du lavage des meins	Responsable des sorties (Petites tables)	Responsable des sorties (Grandes tebles)	Responsables de la file d'attente	Responsables de la file d'attente	Responsables du Stand Salade	CANTINE PRIMAIRE
STADE (Posts 10)	STADE (Posto 9)	STADE (Poste 8)	Couloir (poste 1)	Couloir (Poste 5)	STADE Poste 6)	STADE (posts 7)	Structure (Poste 2)	Structure (Poste 3)	Couloir (poste 4)	Surveillance Dynamique
	COUR* MATERNELLE CARTINE PRIMAIRE (Grandes tables) STADE	COUR CANTINE MATERNELLE MATERNELLE COUR* MATERNELLE CANTINE PRIMARE (Drandes tables) STADE STADE CANTINE STADE ATOM CONTROL CANTINE	COUR CANTINE MATERNELLE CANTINE MATERNELLE CANTINE MATERNELLE CANTINE MATERNELLE CANTINE PRINCIPLE CANTINE PRINCIPLE CANTINE PRINCIPLE (Orendes tables) (Orendes tables) (Orendes tables) STADE STADE STADE	COUR MATERNELLE CANTINE MATERNELLE Surveillence Dynamique Court MATERNELLE MATERNELLE MATERNELLE MATERNELLE MATERNELLE MATERNELLE MATERNELLE MATERNELLE MATERNELLE COURT MATERNELLE MATERNELLE COURT MATERNELLE CONTINE PRIMARIE (Drandes tables) (Grandes tables) (G	COUR CANTINE MATERNELLE CANTINE MATERNELLE Surveillence Dysterrique coules mails coules coule	COUR CANTINE MATERNELLE CANTINE MATERNELLE CANTINE PRIMAIRE Durwillence Dynamique mains (Pestiss tables) COUR* CO	COUR CANTINE MATERNELLE CANTINE MATERNELLE Surveillence Dysterrique des sories (grandes tables) COUR* COUR* COUR* COUR* COUR* COUR* COURT (poste 5) (poste 5) (poste 5) (poste 5) (poste 5) (poste 6) (poste 5) (poste 6) (poste 7) (poste 6) (poste 6) (poste 7) (poste 7) (poste 6) (poste 7) (poste	COUR CANTINE MATERNELLE CANTINE MATERNELLE Surveillence Diptertique Couler (postes)	COUR CANTINE CANTINE MATERNELLE CANTINE FROMARE MATERNELLE CANTINE FROMARE Dynamique Described ou lengt des sorties (Grandes tables) COUR* COUR* COUR* COUR* COUR* COUR* COUR* COURT COUR	COUR CANTINE MATERNELLE CANTINE PRIMARE Surveillence Dynamique levege des notes (Stracture Description de sorties (Arabic tables) COUR* CANTINE MATERNELLE CANTINE MATERNELLE D'UR* COUR* COUR* COUR* CANTINE PRIMARE CANTINE PRIMARE PRIMARE (Course) COURTINE PRIMARE (Course) Course Cou

KINDERGARTEN (Grey)

ELEMENTARY SCHOOL (all others colors)

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Volunteer parents - schedule



	LUNDI	MARDI	MERCREDI	JEUDI	VENDREDI	
1	Parent 1	Parent 1		Parent 1		
2	Parent 2	Parent 2	1	Parent 2	s y	
3	Parent 3	Parent 3		Parent 3	l	
4	Parent 4	Parent 4	Parent 1	Parent 4	Parent 2	
5	Parent 5	Parent 5	Parent 2	Parent 5	Parent 3	
6	Parent 6	Parent 6	Parent 3	Parent 6	Parent 4	
7	Parent 7	Parent 7	Parent 4	Parent 7	Parent 5	
8	Parent 8	Parent 8	Parent 5	Parent 8	Parent 6	
9	Parent 9	Parent 9	Parent 6	Parent 9	Parent 7	
10	Parent 10	Parent 10	Parent 7	Parent 10	Parent 8	
11	Parent 11 et 12	Parent 11 et 12	1	Parent 11	Parent 9	



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5) DSS CANTEEN ORGANIZATION

For the DSS side, the catering service is organized as follow:



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CANTEEN SERVICE ORGANIZATION -YANGPU EUROCAMPUS



KINDERGARTEN

DAYS: From Monday to Friday

TIME: 11.15 to 12.00

MANAGEMENT: 3 kindergarten staff

SCHOOL

DAYS : From Monday to Thursday DAYS : Friday

TIME: 12.55 to 13.40 TIME: 11.30 to 11.45 & 12.30 to 13.00

MANAGEMENT: 1 Cocu staff

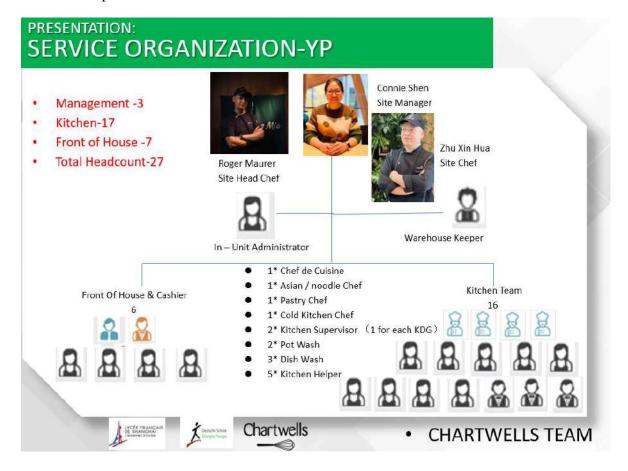
New since this schoolyear: Grade 1 and 2 eat together with the teacher





6) COMPASS presentation

Mr. Claude CERBOLLES, Representative of Chartwells on both campus introduced the overall situation of the canteen of the YP campus.

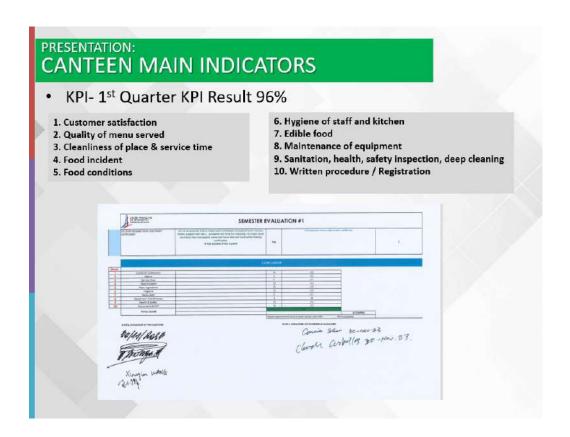




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Mr. Claude CERBOLLES explained that the 1st KPI of year 2023-24 has finished and the score gotten was 96.

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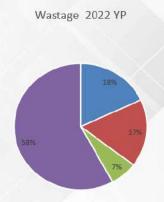
Wastage situation are as below

PRESENTATION:

CANTEEN MAIN INDICATORS

Wastage 2022 YP

FGS-YP 明细 Description	Jan	Feb	Mar	Sept	Oct	Nov	Dec	Total
食品废弃合计 (kg)	1858	1536	803	2034	1302	1976	1057	10566
烹饪废弃物 Wastage during the preparation (Cold and Hot production) (kg)	406	314	63	359	210	352	204	1908
服务线上未卖出的菜品 Wastage from service lines (kg)	137	119	166	532	245	396	240	1835
留样菜品和菜品展示Wastage from HSE sample and dish display (kg)	114	96	54	126	94	135	73	692
套餐餐盘浪费Eat Global Wastage of Plates (Kg)	446	332	125	438	234	341	137	2053
餐厅餐盘浪费 Wastage of Plates (Kg)	755	675	395	579	519	752	403	4078
供餐份数 Meals Number	22250	17621	7032	20145	15879	18945	8578	110, 450
供餐天数 operating days	19	16	9	21	16	22	12	115
平均每天浪费 wastage/ Day (kg)	98	96	89	97	81	90	88	92
平均每天 每餐浪费 average wastage / meal/Day(Grams)	54	57	74	50	47	58	63	56



- 烹饪废弃物 Wastage during the preparation (Cold and Hot production) (kg)
- 服务线上未卖出的菜品 Wastage from service lines (kg)
- 留样菜品和菜品展示Wastage from HSE sample and dish display (kg)
- 軽盘浪费Eat Global Wastage of Plates (

PRESENTATION: **CANTEEN MAIN INDICATORS**

Wastage Jan.-Nov. 2023 YP VS 2022 Lower than 6%

FGS-YP 即把 Description	Jan	Feb	Mar	April	May	June	Sept	Oct	Nov	Total
食品废弃合计 (kg)	1240	1889	1967	1044	1587	1794	1423	1215	1556	13715
京任法字物 Wastage during the preparation (Cold and Hot production) (kg)	343	420	385	232	350	350	302	295	365	3042
服务线上未卖出的菜品 Wastage rom service lines (kg)	123	282	366	124	195	244	330	212	335	2211
智祥菜品和菜品展示Wastage om HSE sample and dish display (E)	91	126	135	71	108	323	119	108	135	1216
E必经由总序Eat Global Wastage f Plates (Kg)	281	362	340	209	319	133	366	309	315	2634
場丁製船浪费 Wastage of Plates (E)	402	699	741	408	615	743	306	291	406	4611
共製分数 Meals Number	13707	20672	20397	11313	17486	20171	21132	16781	26171	167830
共 <mark>程天</mark> 數 operating days	16	20	23	12	18	20	20	17	22	168
平均每天浪费 wastage/ Day (kg)	7B	41	85	87	88	90	38	37	39	82
平均每天 每餐浪费 average wastage / meal/Day (Grams)	50	51	53	55	53	43	92	36	28	43

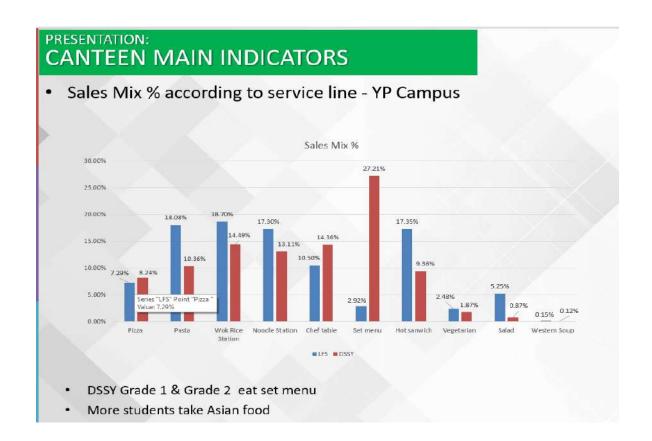


- ■服务线上未卖出的菜品 Wastage from service lines
- 解样菜品和菜品展示Wastage from HSE sample and dish display (kg)
- = 餐盘沒费Eat Global Wastage of Plates (Kg)



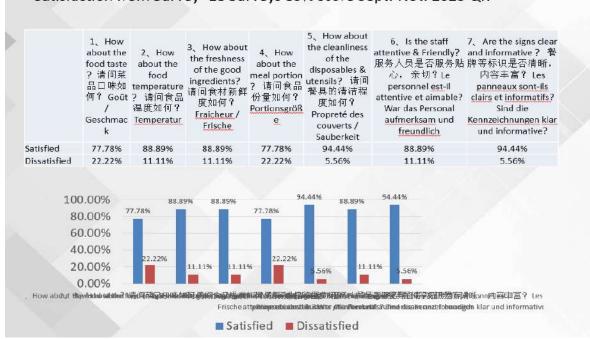
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PRESENTATION: CANTEEN MAIN INDICATORS

Satisfaction from Survey- 18 Surveys 85% score Sept.-Nov. 2023 QR





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PRESENTATION: CANTEEN MAIN INDICATORS



79 survey collected in total IPAD

80% Satisfaction

PRESENTATION: CANTEEN MINI PROGRAM – NEW CHANGE

No Bank Charge Start on Oct. 1, 2023





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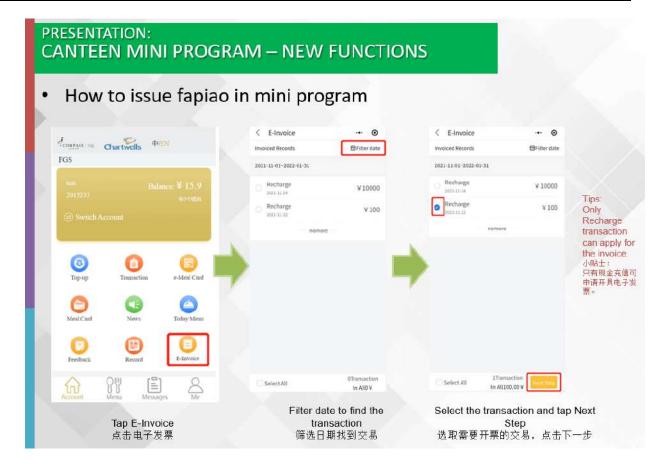
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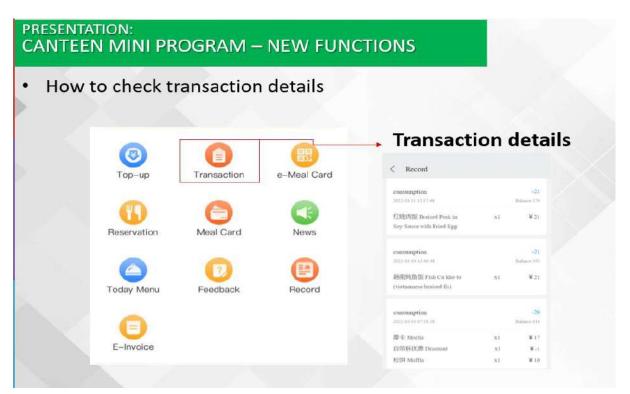
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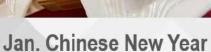
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PRESENTATION: **2023 SNAPSHOTS**











Feb. Valentine's Day

PRESENTATION: **2023 SNAPSHOTS**















DSS Opening Day on Feb 25th



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PRESENTATION: 2023 SNAPSHOTS









March. Women's Day/ Pie Day/ St Patrick's Day

PRESENTATION: 2023 SNAPSHOTS



April. Easter Dessert / Francophonic Week



Ice Cream testing @ 13-April



















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PRESENTATION: 2023 SNAPSHOTS



Children Day 1st June



Out Door BBQ @ 15th June



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PRESENTATION: NEW PROJECTS

Yearly Promotion

2024	Jan	Feb	Mar	Apr	May	Jun
Festivals	1 st - Happy New Year	10 th - Chinese New Year 14 th - Valentine's Day 24 th - Lantern Festival	8 th - Women's Day 14 th – Pie Day	9 th - Easter 22 nd - Earth Day	8 th - Smile Day 14 th - Mother's Day	1 st - Children's Day 22 nd - Dragon Boat Festival
	King Cake	CNY Promotion & Lantern Festival Rice Ball	Women's Day Gift for Ladies	Finding Eggs	Smile Faces on Dishes	Cartoon Desser & Cute BBQ
Promotion		Valentine's Dessert	Finding Pie in Canteen	Discount for Bringing Own Mug in Deli Marche	Mothers' Recipe	Cooking class Dragon Boat Festival Zongzi

2 0 2 4

PRESENTATION: 2023 SNAPSHOTS



Back to School



Teacher's Day



Mid-Autumn Festival





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PRESENTATION: **IMPLEMENTATION**

- Eat Global
- SCHOOL LUNCH AROUND THE WORLD 2















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PRESENTATION: **2023 SNAPSHOTS**









Thanks Giving Turkey and Pumpkin Pie

PRESENTATION: IMPLEMENTATION

Ooccasionally New Big Soup to Bring More Choices!





- Borscht soup
- Beef Goulash
- Onion soup & cheesy Baguette
- Mulligatawny curry soup
- Toscana & sausage soup
- Greek lemon soup & chicken





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PRESENTATION: IMPLEMENTATION

Delimarche







Oatmeal Cup

Salmon Bagel





Hot Drinks

Mango Pomelo Sago

Congee in Winter

PRESENTATION: IMPLEMENTATION

· New Salad Bar Dish



Grilled Bell Pepper



Lotus Roots



Potato & Egg Pancake



Tofu



Quinoa Salad



Mixed Potatoes Salad



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PRESENTATION: IMPLEMENTATION

New Dish



Clay Pot



Dongpo Braised Pork



Cake List



Boiled fish with pickles, vegetables and rice

PRESENTATION: IMPLEMENTATION

· Homemade Dish







Beef Meat Loaf







Fish Cake's



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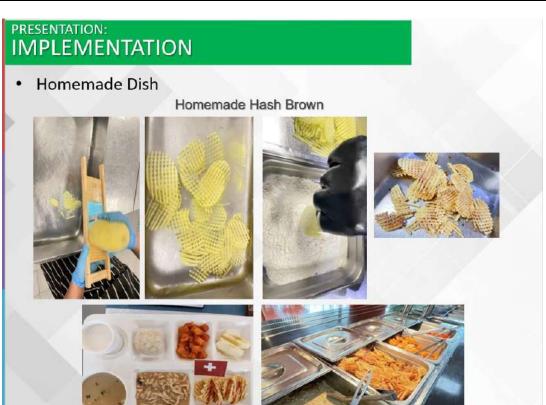
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PRESENTATION: IMPLEMENTATION

IPAD Survey





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PRESENTATION: **IMPLEMENTATION**

Vote Your New Dish



Below is the questions collected and the answers.

Q&A - LFS STUDENT REPRESENTATIVE

- Remplacer, à la cantine, la table de 6 par la table de 4. Car table de 6, il faut crier pour que tout le monde entende ? (Replace the table with 6 people by the table with 4 people. At the table with 6 people, students have to scream so that everyone can hear the one who is talking) Réponse: SG wants more explanation
- 2. Il n'y a pas assez de fruits à la cantine, mais trop de pastèques et de melons. Peut on avoir des oranges, raisins, mandarines pour varier ? (There aren't enough fruits in the canteen, but there are too many watermelons and melons. Can we have oranges, grapes, and tangerines to change?)

 Réponse: In the set menu the fruit are rotation. There are Apple
 /Orange/Banana/grape/Mandarin/Peach.

- 3. Certains plats ne sont pas bien cuits, les pâtes sont dures, il y a trop d'huile. (Some dishes are not cooked well, the noodles are hard, and there is too much oil)
 Réponse: Noted about the feedback as this is in the pasta counter. Will brief with the Chef to minimize the oil after cooking pasta. Need to put oil due to will stick all pasta.
- 4. Peut-on avoir le choix pour les légumes dans le plat ? (Can we choose the vegetables in the dish?)

Réponse: Les plats sont pré-servis pour gagner du temps. Si les élèves ont le choix, cela va prendre trop de temps et il y aura moins de temps à la récré.

Response: (The dishes are provided in advance to save time. If students have a choice, it will take too much time and the break time will also be reduced.)



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Q&A - LFS STUDENT REPRESENTATIVE

5. On peut avoir une glace plus grosse? (Can we have bigger ice cream?)

Réponse: Les élèves ont droit à une glace toutes les deux semaines. La glace contient
beaucoup de sucre. Ce n'est pas bon pour le corps. Il faut en prendre en petite quantité.
(Students eat ice cream every two weeks. Ice cream contains a large amount of sugar. This
is not good for the body, students should take a small amount.)

- 6. Peut-on choisir le menu un jour durant l'année comme les grands? (Can we choose a menu for a certain day of the year like secondary students do?)

 Réponse: C'est une réflexion partagée avec les SG pour mettre en place une fois par an pour les CE2 et CM1 un service comme pour les « grands ». Les CM2 auront accès aux différentes stations en juin. (This is an idea shared with SG to do the service for CE2 and CM1 once a year. CM2 will choose various stations in June.)
- 7. Peut on avoir la crème glace naturelle ? (Can we eat natural ice cream?)

 Réponse: Cela est à voir avec les fournisseurs, mais si oui ce sera en quantité moins
 importante que l'actuelle glace. (This is related to the supplier, but if so, the quantity will be
 lower than the current ice cream.)

Q&A - LFS STAFF REPRESENTATIVE

1. Nurse's proposal: please no French fries on the date of ASC (demand of vie Scolaire). Fries + quiche Lorraine + bake pumpkin, too much starchy food.

Réponse : We will adjust the menu move the fries on other days due to sports day as mention.

2. Nous avons remarqué que le plat d'enfant contient des chips pendant deux jours, ce serait possible de les donner comme snack mais pas dans le plat principal. (We noticed that there are two days of potato chips in children's dishes, which can be used as snacks but not as main dishes.)

Réponse : We have tour world menu for <u>Eat global. On Monday was Nachos</u>, Tuesday <u>is</u> home made Hash <u>brown.</u> That is for the starch. If children want rice will always available upon request.

- 3. Seralt-Il possible d'avoir un four micro-onde dans le réfectoire côté thé/café professeurs ? (Is it possible to have a microwave in the eating area next to the teacher's coffee/tea serving table?)

 Réponse: Teachers pantry for the LFS side have microwave. It is prohibitted in the canteen due to safety and food cross contamination.
- 4. Les personnels souhaitent avoir plus de choix asiatiques au niveau du délimarché pour le petit déjeuner. Nous aimerons bien avoir du Baozi, Shaomai ou ce genre de nourritures équivalentes. (The staff hope to have more Asian breakfast options at D é limarch é. We like to eat baozi, shaomai, or similar foods.)

 Réponse: There are steam corn and Dec. 1, 2023 there will be a rotationg of Congee will be available in the Delimarche. For Baozi will discuss as during lunch time there is one the service line.



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Q&A - LFS STAFF REPRESENTATIVE

5. Pourquoi ne serait-il pas possible de payer 10 cafés pour avoir un gratuit ? (Why is it impossible to get a free drink for 10 cups of coffee?)

Réponse: Last year both agreed that if for coffee. They will bring there own cup can get 1 RMB discount and 15 Stamps for free coffee. If they want to be back for 10 we might need to cancel the latest promotion.

6. Serait-il possible que les personnels aient une réduction pour l'achat du boisson et les gâteaux ?(Is it possible for employees to purchase drinks and cakes at a discount?)

Réponse Sorry for the drinks and Dessert Canteen cant have discount. The price for one dessert is 6.5 RMB only.

7. Serait-il possible d'avoir une rotation du chef pour que les deux campus partagent le même goût ?(Is it possible to rotate chefs to make the two campuses have the same taste?)

Réponse : The product we use is same in both campus. Both chef for each campus have there own cooking method. One of the reason too both chef are staying in a very far location for both Campus.

Q&A – DSS REPRESENTATIVE

1. How many students eat vegetarian food?

Réponse : DSS-1.87% LFS- 2.48%

2. How many students eat salad?

Réponse : DSS- 0.87% LFS 5.25%

3. The students board ask if we can do sometimes (not weekly) a veggie day?

Réponse : ADMIN to ANSWER

Other Q&A:

a. Parent representatives: Can we offer some baozi, shaomai for breakfast and also sell them for lunch?

DSS&LFS: If it is popular, we will open one service line to sell them on the morning and

lunch time maybe from next month, But the baozi and shaomai will not be the

handmade.



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b. Parent representatives: Some students forget their card, can they use app?

LFS: Usually if student forgot card, they will get one coupon from vie Scolaire and they

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can use the coupon to have lunch.

c. Student representatives: Want to improve the taste of the vegetable, especially the salad.

Canteen: Will try to improve.

d. Student representatives: Is it possible to resume vegetarian days?

DSS&LFS: According to the survey, there are vegetarian options every day, and you can

choose vegetarian or non-vegetarian options. Currently most people are non-

vegetarian. No more separate vegetarian days to avoid wasting food.

e. Student representatives: Is it possible to increase the days when ice cream is served?

DSS&LFS: Ice cream is a sweet treat and its intake needs to be strictly controlled. We will

discuss whether to increase it later.