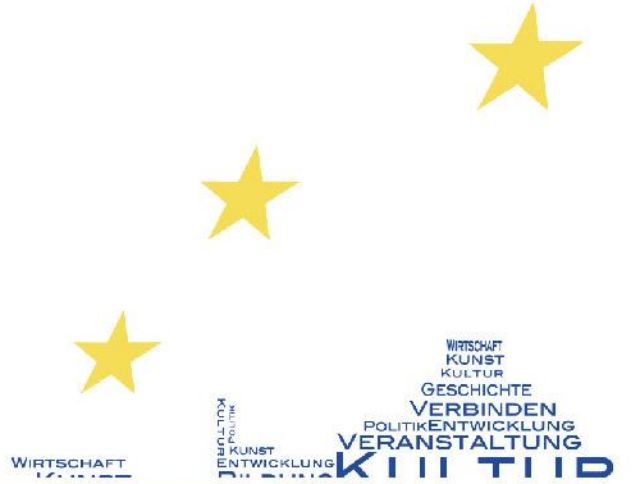




EURO  
CAMPUS  
SHANGHAI  
上海欧洲校园



# 1st Canteen Committee Yangpu Campus

Nov 25, 2025

# AGENDA



1. Committee Organization - YANGPU EUROCAMPUS
2. Committee regulations – Basic rules
3. Canteen service organization – YANGPU EUROCAMPUS
4. 1st KPI Audit – SODEXO
5. LFS YP Canteen organization
6. DSS YP Canteen organization
7. Catering Tender 2026
8. Digital Payment Ban
9. SODEXO presentation with Q&A

# 1. COMMITTEE ORGANIZATION –YANGPU EUROCAMBUS



LFS Administration	
CEO	Mr. Benjamin BILTERYST
COO	Mr. Willy BONGA
Support Service Manager	
Deputy Headmaster	Mr. Jean-Joseph KOUDAYA
Head of Primary School	Mrs. Nathalie MOTTET
Nursery	Mrs. Caroline LAFAGE-BOURIAU
CPE / Assistant of Vie Scolaire Secondaire	Mrs. Liming XU
CPE / Assistant of Vie Scolaire Primaire	Mrs. Jie LI
Staff Representative	Mrs. JiaYu FAN
Staff Representative	Mr. Pierre DUDZIAK
Parent Representatives	
Parent Representative	Mrs. Flora LIU
Parent Representative	Mr. Denis BOISSEAU
Student Representatives	
Student Representative	Mr. Clément LARGUIER (3Y)
Student Representative	Mrs. Leya ZHENG (2Y)

DSS Administration	
Head of Primary School	Mr. Franco Miceli
CoCu Representative	Mr. Kenan Dizdarevic
Kindergarten Teacher	Mr. Matthias Brueggemann
Administration	Mrs. Corinna Derichs
Parent representative	Mrs. Rebecca Wang
Students representative	Mrs. Alina Kruppe

SODEXO TEAM	
Qingpu- Yangpu Manager	Mr. Claude Cerbolles
Yangpu Site Manager	Mrs. Connie SHEN
Kitchen Chef	Mr. Roger Maurer

## 2. COMMITTEE REGULATIONS – BASIC RULES

- **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
- **Timeframe**: Describe the frequency of the committee meetings

## 2. COMMITTEE REGULATIONS – BASIC RULES

### GOAL

Committees are dedicated to handle regular questions related to the topics of Canteen. Generally, Committees promote a mutual, healthy and transparent relationship between Schools, parents, staff and student representatives, as to improve the general service quality, 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.

# 2. COMMITTEE REGULATIONS – BASIC RULES



## COMPOSITION OF COMMITTEES

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.

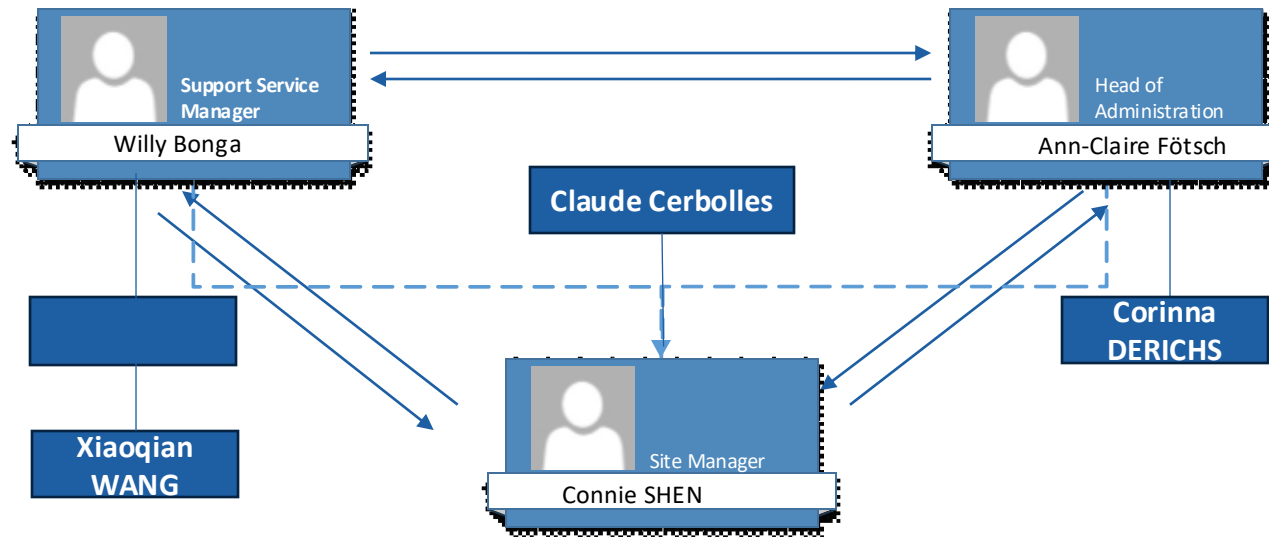
Dialogue and feedback to the Schools are possible all along the school year, as well as informal Committees involving LFS only or DSS only.

# 3. CANTEEN SERVICE ORGANIZATION –YANGPU EUROCAMPUS

There is a continuous dialogue between LFS – DSS – SODEXO

\*

Weekly meeting every Thursday at 14:30





## 4. 1st KPI Audit – SODEXO

# 4. 1st KPI AUDIT – SODEXO

## 1<sup>st</sup> KPI AUDIT





**EVALUATION** Version: V2(22 October 2025)  
 GENERAL INFORMATIONS Campus

Date & time of the evaluation	2025 november 10th	Auditor(s) LFS: Name / Department	Willy Bonga
Supplier participants	Sodexo - Claude Cerbolles and team	Auditor(s) DSS : Name / Department	Ann-Claire Fötsch
Evaluation # - Semester #	E2025-2026 - S1	Announced audit?	Yes

### CONCLUSION

Items				
1	Customer satisfaction		12	/14
2	Menus		12	/12
3	Service lines		11	/12
4	Food incident		9	/10
5	Fresh ingredients		10	/10
6	Hygiene		10	/10
7	Expiry date		6	/6
8	Equipment maintenance		8	/8
9	Health & Safety		8	/8
10	Documents & SOP		10	/10
<b>TOTAL SCORE</b>			96	/100
<b>ACCEPTED</b>				

94

Lost points for 1<sup>st</sup> KPI Audit: 6 points

1. Feedback from the Sodexo team is sometimes in late: 1 point
2. The number of participants of survey is very small, Sodexo needs to find a solution to increase the number of participants: 1 point
3. There are still cases of differences in the dishes between the two campuses: 2 point
4. There was an error in the sign (pork/chicken) on the display board once:1 point
5. Sometimes cutlery is not replenished in a timely manner:1 point



## 5. LFS YP CANTEEN ORGANIZATION

# 5. LFS YP CANTEEN ORGANIZATION

- **KINDERGARTEN**

- DAYS : Monday, Tuesday and Thursday
- TIME : 11h00 to 12h00
- MANAGEMENT : 1 Vie Scolaire + 1 parent + 2 assistantes
- TPS-PS : 2 assistants

DAYS : Wednesday and Friday

TIME : 11h00 to 11h30

MANAGEMENT : 1 Vie Scolaire + 1 parent

TPS-PS: 2 assistants

- **PRIMARY SCHOOL**

- DAYS : Monday, Tuesday and Thursday
- TIME : 11h00 to 12h00
- MANAGEMENT : 13 parents and 3 Vie Scolaire

DAYS : Wednesday and Friday

TIME : 11h00 to 11h30 & 12h00 to 12h30

MANAGEMENT : 8 parents and 4 Vie Scolaire

- **SECONDARY SCHOOL**

- DAYS : From Monday to Friday
- TIME : 12h05 to 13h00

## 5. LFS YP CANTEEN ORGANIZATION - Information on volunteer

A total of **22** parents volunteers, **5** of whom are new for the 2025-26 school year.

**13** parents on Mondays, Tuesdays and Thursdays.

(**1** in kindergarten and **12** in the primary canteen)

**7** parents on Wednesdays and **8** parents on Fridays.

(**1** in kindergarten and **7** in the primary canteen)



## 6. DSS QP CANTEEN ORGANIZATION

# 6. DSS YP CANTEEN SERVICE ORGANIZATION

## KINDERGARTEN

- DAYS : From Monday to Friday
- TIME : 11.15 to 12.00
- MANAGEMENT : kindergarten teachers & assistant teachers within the group

## 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 in the canteen |  |

## Introduction of ice cream voucher and opening of the café for sale

*Opening of café for sale for primary school in Yangpu*



  
**DSS Eisgutschein**  
Dieser Gutschein berechtigt zu einem Eis.  
Vorname: \_\_\_\_\_  
Nachname: \_\_\_\_\_  
\_\_\_\_\_  
Unterschrift Eltern

## Wish Dish event in Hongqiao



## Parents lunch in the canteen





## 7. CATERING TENDER

# 7. TIMELINE CATERING TENDER 2026

**In preparation for the catering tender in 2026, here is a proposed timeline for this tender.**

- Identification of potential candidates – 14/11/2025
- Finalization of the tender documents - 28/11/2025
- Meeting with canteen committee (parents, students, employees representatives) and school management to integrate their opinion in the specifications – 05/12/2025
- Meeting LFS DSS to validate the tender documents and candidate list – 12/12/2025
- Sending the tender documents by email to the candidates – 15/12/2025
- On site visit of the candidates during the Christmas holidays
- Receipt of first round offers from candidates – 16/01/2026
- Presentation of the offers by candidates – from 19 23/01/2026 to 23/01/2026
- Receipt of second round offers from candidates – 30/01/2026
- Evaluation by the school tender committee and proposal of short listed candidates – 13/02/2026
- Negotiation with the short listed candidates – 02/03/2026 – 07/03/2026
- Receipt of last round proposals – 09/03/2026
- Testing of the last round candidates (by involving the canteen committee and school management) – 13/03/2026
- Evaluation and final ranking of the last round candidates – 16/03/2026
- Recommendation of the finalist to the school management and board – 20/03/2026
- Decision and notification of the tender result – 27/03/2026
- Signature of the contract – mid april 2026
- On site implementation of the catering service provider – from April to July 2026



## 8. Digital Payment Ban

## 8. DIGITAL PAYMENT BAN

**Background:** In French schools, students in kindergarten, primary school, and the first two years of secondary school (6e and 5e) are not permitted to purchase sugary foods and beverages. To help cafeteria staff easily identify these students, the French school made yellow school ID cards at the beginning of the 2025 academic year. However, some students still use personal electronic payment devices to buy such products. To strengthen the management of students' dietary habits, the European Campus of the German-French School has jointly formulated the following measures:

- All students must use their school ID cards for purchasing permitted food and beverages on campus. Digital payment is not accepted by the counter anymore.
- If secondary school students forget or lose their cards, they may register at the Vie Scolaire Office to receive a meal voucher, which allows them to get food at the salad bar in the canteen.
- This regulation is scheduled to take effect on December 1, 2025.



## 9. SODEXO Presentation with Q&A