

2nd Canteen Committee Qingpu Campus May 13, 2026

AGENDA

1. Committee Organization - QINGPU EUROCAMBUS
2. Committee regulations – Basic rules
3. Canteen service organization – QINGPU EUROCAMBUS
4. 2nd KPI Audit – SODEXO
5. LFS QP Canteen organization
6. DSS QP Canteen organization
7. Catering Tender 2026
8. SODEXO presentation with Q&A



1. COMMITTEE ORGANIZATION QINGPU EURO CAMPUS

1. COMMITTEE ORGANIZATION –QINGPU EUROCAMPUS

LFS Administration	
CEO	Mr. Benjamin BILTERYST
COO	Mr. Willy BONGA
Support Service Manager	Mr. Guojun JIANG
Deputy Headmaster	Mr. Alex CAPOT
Head of Primary School	Mr. Jean KURDZIEL
Nursery	Mrs. Morgane HERMANN
CPE / Assistant of Vie Scolaire Secondaire	Mr. Thomas YVON
CPE / Assistant of Vie Scolaire Primaire	Mrs. Elise TANG / Mrs. Milin IP
Staff Representative	Mr. Kan CHEN
Parent Representatives	
Parent Representative	Mrs. Marine KONG
Parent Representative	Mrs. Iris KAISER
Parent Representative	
Student Representatives	
Student Representative	Mr. Calliste VERNET (TB)
Student Representative	Mrs. Ulysse VERNET (3QB) /Mrs. Tiffany ZHONG (3QA)
Student Representative	Mrs. Mabel YIN (CM2D) /Mrs. May ZAGURY (CM2B)
Student Representative	Mrs. Victoria WACHTER GARCIA (4QA)

DSS Administration	
Deputy Headmaster	Mr. Julian Mueller (absent)
Head of Operations	Mrs. Ann-Claire Fötsch
Head of Primary School	Mrs. Franco Miceli
Head of COCU	Mr. Christoph Waldhuber
Head of Kindergarten	Mrs. Kristina Baars
Administration / Assistant of the principal	Mrs. Corinna Derichs
Parent representative	Mrs. Nicole Mertin
Parent representative	Mrs. Danijela Dogan
Students representative	Mrs. Estella Sperrle
Students representative	
Students representative	
Students representative	

SODEXO TEAM	
Qingpu- Yangpu Manager	Mr. Claude Cerbolles
Qingpu Site Manager	Mrs. Sara CHEN
Kitchen Chef	Mr. Raphael VETRI



2. COMMITTEE REGULATIONS – BASIC RULES

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- **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.

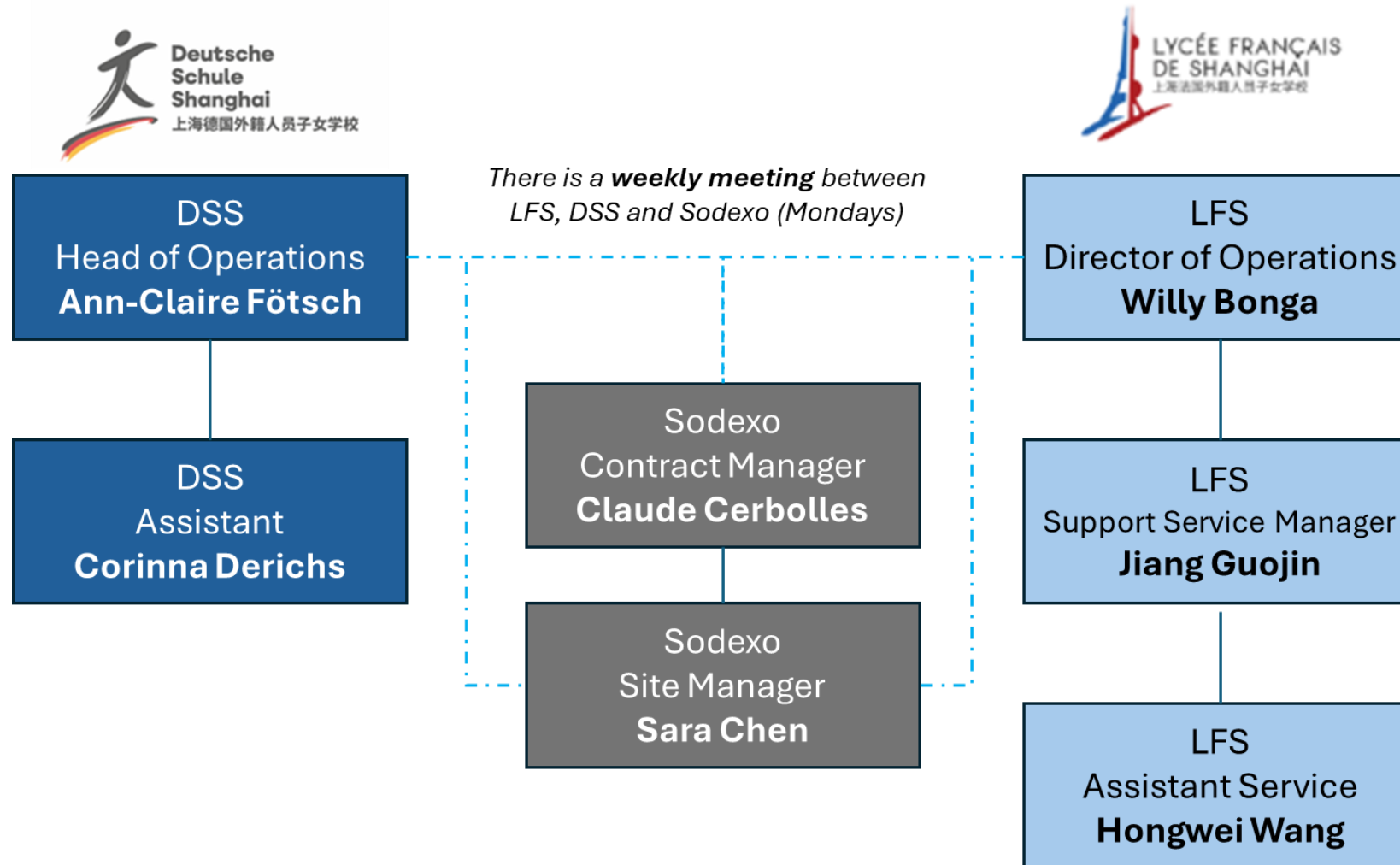
When events require it, Schools can call for extraordinary Committees with 3 days of forewarning. They can be in-person or online Committees.

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 QINGPU EURO CAMPUS

3. CANTEEN SERVICE ORGANIZATION – QINGPU EUROCAMPUS








4. 2nd KPI Audit – SODEXO

4. 2nd KPI AUDIT – SODEXO

2nd KPI AUDIT

  			
EVALUATION		Version: V2(22 October 2025)	
GENERAL INFORMATIONS		Campus	
Date & time of the evaluation	22.04.2026 11 - 12am	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 - S2	Announced audit?	Yes
CONCLUSION			
items			
1	Customer satisfaction	11	/14
2	Menus	12	/12
3	Service lines	10	/12
4	Food incident	9	/11
5	Fresh ingredients	8.5	/10
6	Hygiene	9	/10
7	Expiry date	7	/7
8	Equipment maintenance	8	/8
9	Health & Safety	8	/8
10	Documents & SOP	7	/8
TOTAL SCORE		89.5	
		NEED IMPROVEMENT & ACTION PLAN	
		Need improvement and a clear action plan ≤90	
		90<Accepted	

89.5

Lost points for 2nd KPI Audit: 10.5 points

1. One major operational complaints
2. Waiting queue on each service line not always less than 5 minutes
3. Trays and cutlery not always available
4. Reported food incident (more than once a trimester)
5. Rate of imported products has not been met (>45%)
6. Written procedures missing in some parts
7. Several staff member did not wear their mask properly



5. LFS QP CANTEEN ORGANIZATION

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- **KINDERGARTEN**

- DAYS : Monday, Tuesday and Thursday
- TIME : 11h00 to 12h00
- MANAGEMENT : 1 parents + 1 assistant per class

DAYS : Wednesday and Friday

TIME : 11h45 to 12h30

MANAGEMENT : 2 parents per class

- **PRIMARY SCHOOL**

- DAYS : Monday, Tuesday and Thursday
- TIME : 11h00 to 12h00
- MANAGEMENT : 9 parents and 4 Vie Scolaire Vie Scolaire

DAYS : Wednesday and Friday

TIME : 12h00 to 12h40

MANAGEMENT : 9 parents and 4

- **SECONDARY SCHOOL**

- DAYS : From Monday to Friday
- TIME : 12h00 to 12h35

5. LFS QP CANTEEN ORGANIZATION - Information on volunteer

A total of **28** parents volunteers

15 parents for Mondays, Tuesdays and Thursdays.
(**6** in kindergarten and **9** in the primary canteen)

20 parents for Wednesdays and Fridays.
(**11** in kindergarten and **9** in the primary canteen)



6. DSS QP CANTEEN ORGANIZATION

6. DSS QP CANTEEN SERVICE ORGANIZATION

KINDERGARTEN

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

PRIMARY SCHOOL

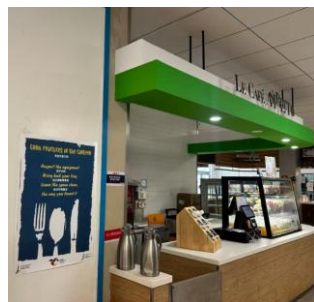
- DAYS : From Monday to Friday
- TIME : 11.20 to 12.00
- MANAGEMENT : 1 Cocu staff in the canteen

SECONDARY SCHOOL

- DAYS : From Monday to Friday
- TIME : 12.45 to 13.30

News from the school

Acting Quickly on Incidents



Additional thermo containers for the extra broth



Ongoing Improvements



Dish presentation table has been moved

More seasoning possibilities



Parents Lunch in the canteen



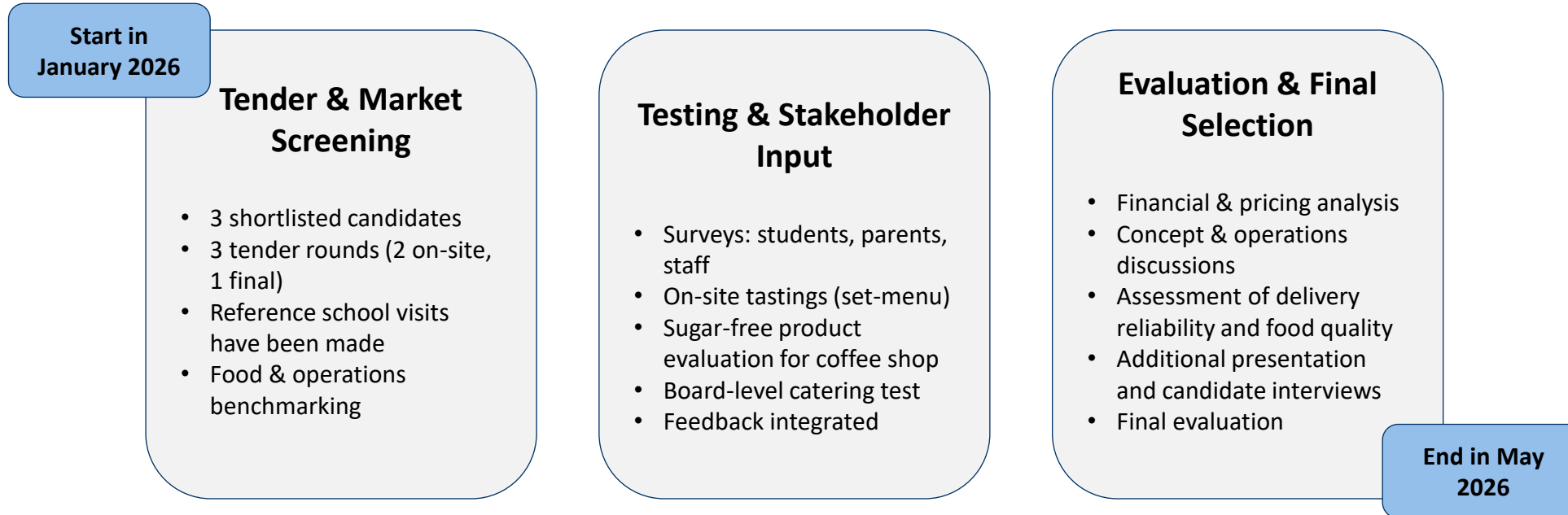


7. CATERING TENDER

7. UPDATE ON CANTEEN TENDER 2026

Canteen Tender – Process in a nutshell

A structured, multi-phase approach ensuring quality, transparency, and stakeholder alignment



Current Status: Contract negotiations are up and running with our preferred choice. A communication to the entire school community will be made soon.





Meet the Sodexo Management Team for a Quick Intro and Outlook





10. SODEXO Presentation with Q&A