

3305 Wellness Policy

The Board of School Trustees of the Community Schools of Frankfort (CSF) recognize that children need access to healthful foods and opportunities to be physically active in order to learn, develop and prosper in their educational environment. Creating an environment of well-being also fosters student attendance and performance. It is also believed that a healthy staff can more effectively perform their assigned duties and model appropriate wellness behaviors for students.

Schools play a critical role in creating a healthy environment that addresses nutrition, physical activity, and overall wellness. Implementing a wellness policy that succeeds depends on, in part, the community and its participation.

In accordance with the Child Nutrition and WIC Reauthorization Act and Hunger Free Kids Act, it is the policy of the CSF Board to provide students access to healthy foods and beverages; provide opportunities for developmentally appropriate physical activity; and require that all meals served by the school corporation meet or exceed the federal nutritional guidelines issued by the U.S. Department of Agriculture. A Coordinated School Health Advisory Council will be formed and maintained to oversee these activities.

Coordinated School Health Advisory Council

In accordance with Indiana Code 20-26-9-18, the school corporation will form and maintain a corporation level Coordinated School Health Advisory Council (Advisory Council) that includes at least the following:

- Parent/Guardian
 - Food Service Director and Staff
 - Teacher of Physical Education
 - Classroom Teacher
 - Student
 - Health Care Professional/Registered Dietitian/School Nurse
 - School Board Member
 - School Administrator
 - An interested member of the public
 - An interested member of a community organization
1. The Advisory Council will meet at least two times per year to review nutrition and physical activity policies and programs and to develop an action plan for the next school year. The Advisory Council may also meet at any other time as deemed necessary by the Council. Meeting minutes will be taken.
 2. The Advisory Council shall report annually or as needed to the Superintendent and the School Board on the implementation of the wellness policy and include any recommended changes or revisions.
 3. The CSF Board will adopt or revise nutrition and physical activity policies based on recommendations made by the Advisory Council.
 4. The wellness policy shall be made available to students and families by means of the Corporation's website and Board Policy manuals available at each school.

Policy Standards:

I. Nutrition Education

Nutrition topics shall be integrated within the comprehensive health education curriculum and taught at every grade level (K-12) according to standards of the Indiana Department of Education. Schools will link nutrition education activities with existing coordinated school health programs or other comparable comprehensive school health promotion frameworks.

II. Standards for USDA Child Nutrition Programs and School Meals

The CSF Board will provide and promote the National School Lunch and Breakfast Programs to ensure that all students have access to healthy foods to support healthier choices and promote optimal learning.

III. Nutrition Standards for Competitive and Other Foods and Beverages

The CSF Board will provide and allow foods and beverages that support proper nutrition and promote healthy choices and comply with Smart Snacks in School standards in vending machines, school stores and concession stands, or as school fundraisers and classroom celebrations.

IV. Physical Activity and Physical Education

The CSF Board supports the health and well-being of students by promoting physical activity through physical education, recess and other physical activity breaks, including before-and-after school activities. Additionally, the CSF Board supports physical activity among elementary students by providing them with at least 30 of the recommended 60 minutes of physical activity per day.

V. Staff Wellness

The CSF Board supports the health and well-being of our staff by creating and promoting policy and environmental supports to provide physical activity and healthy eating opportunities.

VI. Other Activities Designed to Promote Wellness

The CSF Board supports and encourages walking and bicycling to school.

VII. Evaluation

Through implementation and enforcement of this policy, the corporation will create an environment that supports opportunities for physical activity and healthy eating behaviors. To ensure continuing progress, the corporation will evaluate implementation efforts and their impact on students and staff.

LEGAL REFERENCE: 42 U.S.C. 1758b
 I.C. 20-26-9-18

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Policy Guidelines:

I. Nutrition Education

1. Health education will be taught by a licensed health education instructor.
2. Nutrition education will include lessons that cover topics such as how to read and use food labels, choosing healthy options and portion control.
3. Nutrition education resources and menu information will be made available to parents/guardians through handouts, website links, school newsletters, presentations and any other appropriate means available to reach parents/guardians.
4. Healthy items, such as salads and fruits, will be displayed prominently in cafeterias to make healthier choices more appealing.
5. Foods of minimal nutritional value shall not be advertised or marketed in educational materials.

II. Standards for USDA Child Nutrition Programs and School Meals

A. School Meal Content

1. Meals served through the National School Lunch and Breakfast Programs will:
 - Be appealing;
 - Meet, at a minimum, the nutrition requirements established by the USDA for federally funded programs;
 - Contain 0 percent trans fats;
 - Offer a variety of fruits and vegetables;
 - At least half of the grains offered are whole grain rich.
2. All cooked foods will be baked or steamed. Proper procurement procedures and preparation methods will be used to decrease excess fat, calorie and sodium levels in food.
3. The food services department shall provide periodic food promotions that will allow for taste testing of new healthier foods being introduced on the menu.
4. Special dietary needs of students will be considered when planning meals, according to the document, *Accommodating Children with Special Dietary Needs in the School Nutrition Programs*.
5. All foods and drinks served outside of the reimbursable meals are subject to review by the Advisory Council and must follow Smart Snack Standards.

B. School Meal Participation

1. To the extent possible, schools will provide the USDA School Breakfast Program to all students and encourage participation.
2. Schools will inform families of the availability and location of Summer Food Service Program meals, in accordance with the Healthy, Hunger-Free Kids Act of 2010. Schools in which more than 50 percent of students are eligible for free or reduced-priced school meals will sponsor the Summer Food Service Program when feasible.
3. Schools will provide the After School Meal Program, when it becomes available, in accordance with the Healthy, Hunger-Free Kids Act of 2010.

C. Mealtimes and Scheduling

1. Adequate time will be provided to students to eat lunch (at least 20 minutes after being served) and breakfast (at least 10 minutes after being served).
2. Elementary schools will schedule recess before lunch whenever possible.
3. School meals will be served in clean and pleasant settings.
4. Students will have convenient access to hand-washing and sanitizing stations.
5. Drinking water must be readily available at all mealtimes.
6. Appropriate supervision will be provided in the cafeteria and rules for safe behavior shall be consistently enforced.

D. Professional Development

1. Professional development and training will be provided at least annually to food service managers and staff on proper food handling techniques.
2. Professional development and training will be provided at least annually to food service managers and staff on healthy cooking practices.

III. Nutrition Standards for Competitive and Other Food and Beverages

A. Approved Nutrition Standards

1. School vending machines and other foods outside of school meals shall be limited to:
 - No more than 30 percent of total calories from fat,
 - Less than 10 percent of total calories from saturated fats,
 - 0 percent trans fats,
 - No more than 35 percent of calories from total sugars,
 - No more than 200 milligrams of sodium per portion as packaged,
 - No more than 200 calories per package, and
 - At least half of the grains offered are whole grain rich.
2. School vending machines and other beverages outside of school meals shall be limited to:
 - Water without flavoring, additives, or carbonation,
 - Low-fat and nonfat milk (in 8- to 12-ounce portions),
 - 100% fruit juice in 4-ounce portions as packaged for elementary/middle school and 8 ounces (2 portions) for high school, and
 - All beverages other than water, white milk or juice shall be no larger than 12 ounces.

B. Availability

1. In accordance with Indiana Code 20-26-9-19, a vending machine at an elementary school that dispenses food or beverage items may not be accessible to students.
2. Vending machines in middle and high schools:
 - Will not be available during mealtimes.
 - Will contain items that meet the approved nutrition standards.
3. Vending machines for school staff will not be accessible to students.
4. Food and beverages will not be sold in school stores during times which food service lines are operating.
5. Fundraisers selling food items that do not meet the federal nutrition standards and are sold during the school day are limited to two such fundraisers per school building per year.
6. Students and staff will have free drinking water for consumption available in water fountains during mealtimes.

C. Concession Stands

1. The concession items offered at school-sponsored events to participants, fans and visitors shall include at least 20 percent healthy beverages and foods, according to the approved nutrition standards.
2. The Food Service Director in conjunction with and assisted by the Advisory Council will assist personnel involved in concession stands to meet the 20 percent requirement as well as providing an established list of possible alternatives.

D. Classroom Celebrations

1. Classroom celebrations will focus on activities (i.e., giving free time, extra recess, music and reading time) rather than food.
2. Classroom celebrations that include food will be limited to one per month. Food items will meet the approved nutrition standards.
3. Schools shall inform parents/guardians of the classroom celebration guidelines.

E. Food as Reward or Punishment

- 1.** The use of sugar-sweetened beverages or candy as a classroom reward will be discouraged.
- 2.** School staff will not withhold food or drink at mealtimes as punishment.

IV. Physical Activity and Physical Education

A. Physical Education K-12

- 1.** All students in grades K-12 will participate in physical education in order to meet the Indiana Department of Education physical education standards and focus on the development of skills for maintaining a lifelong physically active lifestyle. Information regarding nutrition will also be a part of the physical education program.
- 2.** The physical education program shall be provided adequate space and equipment to ensure quality physical education classes for students.

B. Daily Recess and Physical Activity Breaks

- 1.** Each elementary school shall provide daily physical activity in accordance with Indiana Code 20-30-5-7.5.
- 2.** All elementary school students will have at least 1 period of active recess per day that is at least 20 minutes in length as recommended by the National Association for Sport and Physical Education (NASPE). This recess period will be outdoors when possible. If outdoor recess is not possible due to inclement weather, teachers will provide an indoor physical activity break in the classroom.
- 3.** All teachers will be encouraged to use physical activity breaks during classroom time as often as possible.
- 4.** Schools should discourage extended periods of inactivity (2 or more hours). During events such as mandatory school-wide testing, teachers will give students periodic breaks for moderate physical activity.

C. Physical Activity Opportunities Before and After School

- 1.** Schools will offer intramurals, clubs, interscholastic sports and voluntary activities to increase opportunities for physical activity before and/or after school, taking into account student interest and supervisor availability.
- 2.** After-school enrichment providers will include physical activity in their programs, to the extent space and equipment allow.

D. Physical Activity and Remedial Activities/Punishment

- 1.** Students will not be removed or excused from physical education for punishment or to receive instruction in other content areas.
- 2.** School staff will not withhold recess opportunities as a motivational tool by more than 50%. (See IV. B. 2.)

E. Walking and Bicycling to School

- 1.** CSF participates in the Safe Routes to School program.
- 2.** CSF encourages students to walk and bicycle to school as a way to maintain a healthy lifestyle.

V. Staff Wellness

1. The school corporation will promote programs to increase knowledge of physical activity and healthy eating for faculty and staff.
2. The school corporation will work with local fitness centers to offer reduced membership fees.
3. Schools will allow staff to use school facilities outside of school hours for activities such as group fitness classes and walking programs.
4. Staff will be encouraged to participate in community walking, bicycling or running events.
5. School staff involved in physical education will be provided opportunities for professional development focusing on physical activity, fitness, health and wellness.
6. Schools will promote breastfeeding by making reasonable efforts to provide a private location for employees to express breast milk in accordance with IC 22-2-14-2.

VI. Other Activities Designed to Promote Wellness

1. CSF supports and encourages walking and bicycling to school. Efforts using the Safe Routes to School program are encouraged. CSF at the elementary level will participate in the International Walk to School Day.
2. CSF will participate in the Healthier US School Challenge and address and make the appropriate or necessary changes to the Wellness Policy to obtain HUSSC status.
3. CSF's school health program will help youth adopt lifelong attitudes and behaviors that support overall health and well-being. This will include behaviors that can reduce the risk of unplanned pregnancy and sexually transmitted diseases (STDs including HIV).

VII. Evaluation

1. Principals shall ensure that their schools are in compliance with the CSF Wellness Policy.
2. The Advisory Council will be responsible for the on-going measurement and evaluation of the CSF Wellness Policy. The assessment tool that will be used annually will be the Yale Rudd WellSAT. A biennial assessment using the School Health Index through the Centers for Disease Control will serve as an additional instrument for evaluation.
3. Policy and regulation language will be assessed each year and revised as needed.