



Book	Procedures Manual
Section	8000 Operations
Title	WELLNESS PROCEDURES
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Legal	Child Nutrition and WIC Reauthorization Act of 2004 Section 204 of the Healthy, Hunger-Free Kids Act of 2010 Public Law 111-296, added Section 9A to the Richard B. Russell National School Lunch Act (NSLA) - 42 U.S.C. 1758b Child Nutrition and Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Reauthorization Act of 2004 (Public Law 108-265) F.A.C. 5P-1.003
Adopted	August 1, 2013
Last Revised	October 6, 2017

8510 - **WELLNESS PROCEDURES**

Pursuant to Policy 8510 - Wellness, the School Board has established the following goals in consideration of evidenced-based strategies to enable students to make good health and nutrition choices:

- A. to promote nutrition education with the objective of improving students' health and reducing childhood obesity;
- B. to improve the health and well-being of our children, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits;
- C. to require compliance with USDA school meal nutrition standards and the USDA Smart Snacks in Schools regulations, a healthy eating environment, child nutrition programs, and food safety and security on each school campus with the objective of promoting student health and reducing childhood obesity;
- D. to provide opportunities for every student to develop the knowledge and skills for specific physical activities, maintain physical fitness, regularly participate in physical activity, and understand the short- and long-term benefits of a physically active lifestyle;
- E. to promote the health and wellness of students and staff through other school-based activities;
- F. each school shall provide at least 100 minutes of supervised, safe and unstructured free-play recess each week for students in kindergarten through grade five (5) so that there are at least twenty (20) consecutive minutes of free-play recess per day, except, in limited circumstances, when in the professional judgement of the teacher/administrator, it is not possible. Scheduling and flexibility are to be at the discretion of the teacher/administrator.

The District wellness team will monitor progress and compliance with implementation of wellness goals within the schools. Further, the wellness team will provide to the Superintendent an annual report on school wellness.

The annual report shall include the work of the wellness team, including its assessment of the environment in the District, its evaluation of wellness policy implementation District-wide, triennial progress, and the areas for improvement, if any, that the committee identified. The annual report shall be made available to the public via the District website, the school health advisory committee (SHAC), school listserv, and school newsletter.

The revised wellness policy will be available to the Florida Department of Agriculture and Consumer Services (FDACS) as required by F.S. 1003.543.

NUTRITION EDUCATION

Goal: To promote nutrition education with the objective of improving students' health and reducing childhood obesity.

A. Objectives:

1. Nutrition education is a component of comprehensive health education and will be integrated through classroom teachers, PE teachers, guidance counselors, or school nurses in schools that do not have a certified health education teacher; and is not only part of health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences and elective subjects.
2. Nutrition education information will be reviewed by a qualified and credentialed professional (e.g., School Food and Nutrition Specialist (SNS), a registered and/or licensed dietitian (R.D. and/or L.D.), in order to support State standards.
3. Nutrition education includes enjoyable, developmentally appropriate, culturally relevant, participatory activities, such as contests, promotions, taste testing, farm visits and school gardens.
4. The school cafeteria serves as a "learning library" to allow students to apply critical thinking skills taught in the classroom. Nutrition education involves sharing information with families and the broader community to positively impact students and the health of the community (e.g., District Nutrition Services website and newsletters).
5. Nutrition education involves a collaborative and coordinated effort between food services and the school faculty.
6. Nutrition education teaches media literacy with an emphasis on food marketing.
7. Nutrition education training and professional development opportunities will be provided for teachers and staff.
8. The District provides wellness information, including nutrition education, to students, staff, and the community.
9. Students are encouraged to start each day with a healthy breakfast, eat a healthy lunch that includes fruits and vegetables, and a healthy after school snack to increase learning and sustain energy throughout the day.

B. Resources:

Curriculum and resources include but are not limited to the following:

1. OrganWise Guys (<http://organwisequys.com/>)
2. My Plate/Team Nutrition (<http://tn.ntis.gov/> and <http://www.choosemyplate.gov/>)
3. School Garden and Farm to School based curriculum (<http://tn.ntis.gov/>, <http://www.fns.usda.gov/tn/grow-it-try-it-it>, and <http://fns.usda.gov/tn/great-garden-detective>)
4. 95210

NUTRITION STANDARDS

Goal: To require compliance with USDA school meal nutrition standards and the USDA Smart Snacks in Schools regulations, a health eating environment, child nutrition programs, and food safety and security on each school campus with the objective of promoting student health and reducing childhood obesity.

Objectives

- A. At a minimum, District standards for all foods and beverages served and sold on all school campuses shall comply with State and Federal school meal nutrition standards and the USDA Smart Snacks in Schools regulations.
- B. Nutrition standards apply to all foods sold, non-sold, and served (a) in all school meals (b) outside the school meal programs; (c) on the school campus (e.g., in vending machines, concession stands, a la carte, student stores, rewards/classroom parties/school celebrations, and fund-raising) during the school day and to promote consistent health information that is current with the Dietary Guidelines for Americans.

- C. Unless being sold by the District food service program, it is not permissible for any competitive food items sold to students during the school day to consist of ready-to-eat combination foods of meat or meat alternate, as defined in 7 C.F.R. 210.10 and grain products as defined in 7 C.F.R. 210.11.

Healthy Fund-Raising

- A. All foods and/or beverages sold as fund-raisers outside of the school meals program shall meet the USDA school meal nutrition standards and the USDA *Smart Snacks in Schools* regulations.
- B. All foods and/or beverages that meet the regulatory standards may be sold at fund-raisers on the school campus provided they are sold at least thirty (30) minutes after the conclusion of the last designated meal service period. The standards would not apply to items sold during non-school hours, weekends, or off-campus fund-raising events.
- C. The Board may grant a special exemption from the standards for competitive foods for the purpose of conducting infrequent school- sponsored fund-raisers, not to exceed the following maximum number of school days per school campus each school year:

School Type	Maximum Number of School Days to Conduct Exempted Fund-Raisers
Elementary Schools	5 days
Middle School/Junior High Schools	10 days
Senior High Schools	15 days
Combination Schools	10 days

Elementary Schools: Schools providing regular or other instruction at one (1) or more grade levels from PK through grade 5. This category includes schools serving grade 6 if also serving one (1) or more grades PK through 5 (e.g., a K-6 school).

Middle/Junior High Schools: Schools providing regular or other instruction in middle school configurations (grades 6-8) and junior high school configurations (grades 7-9). This category also includes schools serving a single grade in the 6-8 range (e.g., a 6th grade center).

Senior High Schools: Schools providing regular or other instruction at one (1) or more grade levels from 9 to 12. This classification includes 9th grade centers.

Combination Schools: Schools providing regular or other instruction in grade groupings that include more than one (1) of the categories described above (e.g., PK-8, 6-12, K-12, etc.).

- D. Each school shall maintain records documenting the occurrence of any exempted school-sponsored fund-raisers to demonstrate compliance with this rule. The Principal of each school where such exemptions are approved shall maintain the records required by F.A.C. 5P-1.003.
- E. No school-sponsored fund-raisers, which include the sale of food items, shall be permitted to occur until thirty (30) minutes after the conclusion of the last designated meal service period. For the purpose of this section, "school-sponsored fund-raiser" shall be defined as any event or activity occurring on the school campus during which currency, tokens, tickets, or the like are exchanged for the sale or purchase of items or services to benefit the school, a school organization or group, or a charitable organization, and which is authorized according to Board policy and has been approved by the school principal or designee.

A wide variety of alternative healthy fund-raising options can be used without having a negative impact on financial support to the schools (see appendices). All fund-raisers in which foods and beverages sold during the regular and extended school day shall comply with Policy 5830 - Student Fund-Raising; Policy 5830.01 - Charitable Activities; and Policy 9211 - Parent Organizations, Booster Clubs, and Other Fund-Raising Activities.

Classroom Parties, Rewards, and School Celebrations

- A. All foods and beverages served outside of the school meals program during the regular and extended school day **including rewards and classroom parties and school celebrations shall meet the USDA school meal nutrition standards and the USDA Smart Snacks in Schools regulations.**

- B. Classroom parties, rewards, and school celebrations may not be held during the lunch period and are encouraged to be served thirty (30) minutes after lunch.
- C. A wide variety of alternative rewards can be used to provide positive reinforcement for children's behavior. (see Fundraising, Rewards and Celebrations, Appendices)

Vending

All foods and beverages sold to students on campus outside of the school meals program during the regular and extended school day shall meet the USDA school meal nutrition standards and the USDA Smart Snacks in Schools regulations, Policy 8540 - Vending, and Policy 8550 - Competitive Foods.

Resources

- A. Smart Snacks in SchoolUSDA's "All Foods Sold In Schools Standards". (see Smart Snacks TA Note and Smart Snacks in School Flyer)
- B. Ideas for Health Fund-Raising Alternatives for Schools, Sports, and Clubs (see Appendices Fundraising - DACS Document+ and Fundraising, Rewards and Celebrations, Appendices).
- C. Alternatives to Food as a Reward (see Fundraising, Rewards and Celebrations, Appendices).

NUTRITION PROMOTION

Goal: To improve the health and well-being of children, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits.

A. Objectives:

1. Marketing:

- a. School-based marketing should be consistent with nutrition education and health promotion. Examples: vending machine covers that promote water, pricing structures that promote healthy options in a la carte lines or vending machines, sales of fruit for fund-raisers, and coupons for discount gym memberships.
- b. The District nutrition department will implement components of the Smarter Lunchrooms Movement to improve participation and reduce waste.

2. School Meal Programs:

- a. The child nutrition program requires that student access to foods and beverages meet Federal, State, and local laws and standards.
- b. In addition, the District nutrition department will operate consistent with requirements of Policy 8500 - Food Service Program.
- c. The child nutrition program requires that all students have affordable access to a variety of nutritious foods they need to stay healthy and learn well.
- d. Students are encouraged to start each day with a healthy breakfast. The District should encourage that all children have breakfast either at home or at school in order to meet their nutritional needs and enhance their ability to learn.
- e. The District nutrition department will promote and encourage Farm to School efforts in order to implement and comply with the above requirements including the procurement of locally grown produce when economically and geographically feasible.

3. Healthy Nutrition Environment:

- a. Adequate time will be allowed for students to receive and consume meals, and cafeterias should provide a pleasant dining environment. The minimum eating time for each student after being served is at least ten (10) minutes for breakfast and twenty (20) minutes for lunch.
- b. Free potable water will be available to students where meals are served (Healthy, Hunger-Free Kids Act of 2010; Sec. 203).

- c. All school cafeterias and dining areas should be healthy nutrition environments, facilities conducive to cleanliness, safety, and enjoyable.
- d. Schools should provide students access to hand washing or hand sanitizing throughout the school day.

B. Resources:

Smarter Lunchrooms Movement Self-Assessment. (see [Smart Lunchrooms Self-Assessment](#))

PHYSICAL ACTIVITY/PHYSICAL EDUCATION

Goal: To provide opportunities for every student to develop the knowledge and skills for specific physical activities, maintain physical fitness, regularly participate in physical activity, and understand the short and long-term benefits of a physically active lifestyle. (see also [Physical Education 2010-2011](#))

A. Objectives:

1. Physical Education:

"Physical education" means the development or maintenance of skills related to strength, agility, flexibility, movement, and stamina, including dance; the development of knowledge and skills regarding teamwork and fair play; the development of knowledge and skills regarding nutrition and physical fitness as part of a healthy lifestyle; and the development of positive attitudes regarding sound nutrition and physical activity as a component of personal well-being.

- a. Physical education is offered at every school by certified physical education teachers.
- b. At a minimum, schools shall follow statutory requirements for providing to students physical education, as defined within F.S. 1003.01(16) and 1003.455 and as provided within State requirements for minutes of physical education and District Policy 2280 - Physical Education.
- c. Teachers will be provided in-service training on the State standards along with other specific topics related to physical education.
- d. Fitness testing is encouraged at all grade levels both pre and post.
- e. All elementary and middle school physical education teachers will be encouraged to utilize SPARK or CATCH curriculum, which encourages significant activity time for students.
- f. Middle school physical education students will be encouraged to keep fitness/nutrition logs. Students also monitor their heart rate.
- g. Physical activity minutes can count toward the physical education requirement, but only those provided at a minimum of thirty (30) consecutive minutes during the school day.
- h. Physical activity will not be denied or required as a form of discipline.

2. Classroom Activity:

Elementary and middle schools are highly encourage to use GoNoodle Brain Breaks

3. Other Physical Activity:

- a. Schools are highly encouraged to conduct fund-raisers that include physical activity (versus candy sales). For example: Jump Rope for Heart, Boosterthon, 5K, or 1-mile walks/runs.
- b. All schools are encouraged to offer before- and after school programs that often include athletic, Lifetime sports and leisure activities including but not limited to Wii Fit, Let's Dance, table tennis, etc.
- c. Schools are encouraged to take advantage of local, State, and Federal funding opportunities through partnerships that support and encourage physical activity and a healthy school environment (for example: Gulf Winds Track Club, Pep Grants, US Tennis Association, Florida Dairy Council, Department of Transportation, etc.).

B. Resources:

1. Gulf Winds Track Club
2. United States Tennis Association
3. Department of Transportation
4. Pep Grants
5. United States Dairy Council and NFL-Fuel Up to Play 60
6. Go Noodle: <https://www.gonoodle.com/>
7. Walking Classroom: http://the_walking_classroom.org/

OTHER SCHOOL-BASED ACTIVITIES

Goal: To promote the health and wellness of students and staff through other school-based activities.

A. Objectives:

The District will integrate wellness activities across the entire school setting. All components of the Centers for Disease Control's Whole School, Whole Community, Whole Child (WSCC) model or the Coordinated School Health model will be implemented.

1. Healthy School Environment

- a. The school environment is supported by programs and policies that nurture positive behavior, ensure environmental and physical safety, and promote a feeling of belonging and respect for all students, staff, and families. (Safe and Healthy Schools Florida)
- b. After-school programs should encourage physical activity and promote the development of healthy lifestyles and healthy decision-making.
- c. Each school shall be in compliance with drug, alcohol, and tobacco-free policies.
- d. Each school shall incorporate a student health, wellness, or fitness goal (or objective that supports another goal) into their school improvement plan.
- e. Each school designated wellness champions at each school, whose responsibility is to annually update the school's healthy school inventory/on-line assessment.
- f. All schools will convene a health school team as required by F.A.C. 5P-1.003 which could include but not be limited to, the following stakeholders: parents, students, school food service program representatives, school administrators, school professionals, physical education teachers, and the public as provided in 42 U.S.C. 1758b(b)(3) in addition to the requirements specified in 42 U.S.C. 1758b.
- g. All healthy school teams shall:
 1. be responsible for ensuring compliance with competitive food and beverage items sold on a school campus;
 2. maintain a school calendar identifying the dates when exempted competitive food fund-raisers will occur in accordance with the frequency specified under fund-raisers;
 3. report its compliance to the designated local school official responsible for overall compliance with the District's wellness policy.

2. Health Education

Schools are encouraged to implement the Florida Standards for Health Education that are based upon established health behavior theories, models, and evidence-based research, as well as "best practices." The Florida Standards for Health Education correspond to the National Health Education Skills and corresponding standards.

(Safe and Healthy Schools Florida)

3. Behavior Management

- a. The School District is committed to prohibiting the use of food as a reward, unless incorporated into an activity that promotes positive nutrition messages (such as a guest chef or field trip to a farm).
- b. Teachers and other school personnel will not deny or require physical activity as a means of punishment.

4. Employee Wellness and Health Promotion

- a. Schools are encouraged to have a staff wellness subcommittee that focuses on staff wellness issues, identifies and distributes wellness resources and performs other functions that support staff wellness in coordination with human resources staff.
- b. staff will be provided with opportunities to participate in physical activities and healthy eating programs that are accessible and free or low-cost.

5. Family and Community Development

- a. Families and other community members help with school decision making related to healthy nutrition and physical activity. (Healthy Schools Program & Safe and Healthy Schools Florida)
- b. Students and family members have opportunities to provide both suggestions for school meals and other foods and beverages sold, served and offered on school campus and feedback on the meal programs and other foods.
- c. Each school will allow the use of school facilities outside of school hours for physical activity programs offered by community-based organizations and for the school community's use.

B. Web-based resources for all schools

- 1. Alliance for a Healthier Generation "Healthy Schools Program," <http://www.healthiergeneration.org/>
- 2. Action for Healthy Kids, <http://www.actionforhealthykids.org/>
- 3. USDA Healthier US School Challenge, <http://teamnutrition.usda.gov/HealthierUS/index.htm>
- 4. Let's Move, <http://www.letsmove.org/>
- 5. Fuel Up to Play 60, <http://www.fueluptoplay60.com/>

RECESS

Goal: Each school shall provide at least 100 minutes of supervised, safe and unstructured free-play recess each week for students in kindergarten through grade five (5) so that there are at least twenty (20) consecutive minutes of free-play recess per day, except, in limited circumstances, when in the professional judgement of the teacher/administrator, it is not possible. Scheduling and flexibility are to be at the discretion of the teacher/administrator.

DEVELOPMENT, IMPLEMENTATION, EVALUATION AND ASSESSMENT

- A. As set forth in Policy 8510 - Wellness, parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the School Board, school administrators, SHAC, and the general public participate in the development, implementation, review and update the wellness policy.
- B. School compliance with Policy 8510 - Wellness will be measured periodically throughout the year to determine progress toward attaining goals and objectives.
- C. Assessments will be made available to schools and the student wellness team in order to determine the effectiveness of the various school wellness activities and where additional assistance and resources may be needed. Examples of assessments include but are not limited to:
 - 1. Presidential Youth Fitness Program
 - 2. Centers for Disease Control (CDC) School Health Index

3. Alliance Healthy Schools Inventory and Action Plan

4. CDC Resources

5. Triennial Progress

PUBLIC NOTIFICATION

Inform and update the public about the content, implementation, and assessment of the wellness policies and procedures through SHAC, school websites, school listserves, PTO, school newsletters, and other media.

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