



Book	HSE Procedure
Section	Section J: Students
Title	Wellness Procedure
Code	J07.06
Status	Active
Adopted	August 22, 2006

The following goals and procedures are set forth to provide students with knowledge and skills necessary to make good wellness choices for a lifetime.

- Goal 1: **Nutrition, health, and fitness topics will be integrated within the health education curriculum taught at every grade level, K-12, and coordinated with the school corporation's food service program. These topics may be integrated with other curriculum areas as deemed appropriate.**
- Nutrition education instruction activities will stress the appealing aspects of healthy eating and be participatory, developmentally appropriate, and enjoyable. The program will engage families and parent organizations as partners in their children's education about health and nutrition, and will model strong practices both within the home and outside the home.
 - Staff responsible for nutrition education will be properly prepared. Professional development activities to effectively deliver quality nutrition education will be available. Preparation and professional development activities will provide basic knowledge of nutrition, combined with skill practice in program-specific activities and instructional techniques and strategies designed to promote healthy eating habits.
 - The corporation will provide information to staff regarding guest speakers, resources, and policies that can support nutrition education. This information will be updated frequently including effective resources identified by staff and confirmed by administration.
 - School staff is encouraged to model healthy eating behaviors. Schools will make available information concerning instruction about healthy eating and physical activities.
 - Nutrition instruction will be closely coordinated with the food service program. The school cafeteria will support and reinforce skills and knowledge taught in the classroom.
 - School counselors and school health services staff will consistently promote healthy eating to students and other staff. They will have access to resources such as speakers, web sites, pamphlets, and booklets, to assist students, families, and staff with issues related to eating disorders, healthy eating and physical activities.
 - As a promotional event, a Health Fair will be scheduled as needed to increase community, staff and student awareness of our wellness policy.
- Goal 2: **Each school day will incorporate several minutes of physical activity or exercise as determined at each building level in addition to the physical education curriculum.**
- Staff members will be encouraged to use physical activity as a form of reward
 - Recess
 1. Participation at recess will be highly encouraged on a daily basis.
 2. Students will miss no more than half their physical activity during recess to complete academic work.
 3. Loss of physical activity during recess for disciplinary reasons will be at the discretion of the principal, and should not occur on a regular basis.
 4. Non-participation at recess will not be permitted as a means of reward.
 5. Students are not required to participate in recess in the case of inclement weather, unplanned shortened school day, or documented health reasons.
 - All elementary buildings (grades K – 4) will be encouraged to schedule recess before lunch
 - Physical activity will be encouraged for students through the promotion of extra curricular activities, sports and clubs
 - Resources will be made available concerning community physical fitness activities and appropriate guest speakers
- Goal 3: **All food available to students on school premises during school hours, including food sold by the Food Service Department, and through vending machines will meet or exceed nutritional standards established by the Federal government.**
- All foods made available to students and staff will comply with the current state and federal laws and the USDA Dietary Guidelines for Americans which includes:
 - Cafeterias
 - Vending machines, including beverage contracts
 - Ala Carte
 - Ensure that food sales by school-related groups and the use of the vending machines are in compliance with state and federal law and do not impair student participation in the district's food service program.
 - Vending machines that dispense minimally nutritious items such as carbonated sodas, gum, candy and cookies during the school day, shall be limited to no more than twenty-five percent of the beverage and snack choices available to students.
 - Age appropriate healthy food and beverage choices (fresh fruits, and vegetables, whole grains, dairy products) will be prepared and promoted in ways that will appeal to students, retain nutritive quality and foster lifelong healthful eating habits.
 - Students and staff are engaged in choosing the competitive food selections for their schools and nutrition information for products offered in ala carte and vending are made readily available near the point of purchase.
 - Food sold for fundraisers during the school day should include healthy choices and provide age appropriate selections for elementary schools, middle schools and high schools.
 - Advertising of foods or beverages in the areas accessible to students during meal times must be consistent with established nutrition environment standards and reflect sensitivity to the school environment in displaying logos and trademarks.
 - Outside drinks or commercially-prepared/vendor-prepared foods, including fast foods, are not permitted on school property during meal time without prior approval by the building principal/designee.
- Goal 4: The student dining experience will be clean, safe and enjoyable.
- Adequate time and space will be made available for all students to consume their meals.
 - Students are provided adequate time to eat; at least 10 minutes for breakfast, and 15 minutes for lunch, from the time the student is seated, according to recommendations from the National Association of State Boards of Education.
 - Lunch periods are scheduled as near the middle of the school day as possible.
 - Annually, food service staff will be provided training in food safety and sanitation.
- Goal 5: Classroom, grade level or school-based activities should limit the amount and choices of food made available to students during the school day.
- Food
 1. Staff members will not use food items as rewards. Carbonated beverages cannot be served to students.
 2. Reward parties (pizza party, popcorn party) will be limited to no more than two per semester per classroom.
 3. Food used as part of the lesson or unit must take into account the health needs of students and be curriculum based. For grades K-6, a staff member using food to supplement a lesson or unit must have a permission slip on file. This applies to after school clubs/activities and PTO-sponsored events where parents are not in attendance.
 - Parties/celebrations in grades K-6
 1. Soft drinks will not be served to elementary students
 2. Celebrating birthdays with food will not be permitted
 3. Birthdays can be recognized by the teacher/classmates in the classroom, small non-food items can be given by the teacher, or student/family can purchase a gift for the class or the library
 4. Each building may celebrate two parties during the school year – one Winter Party and one Valentine's Party. The Director of Food Service and the Nurse Coordinator will choose the food to be offered at these parties. Crafts, games, and socialization should be the focus of the parties
 - Classroom snacks
 1. The need for a classroom snack will be determined on an individual classroom basis by the building principal
 2. Monitoring the classroom snack will be the responsibility of the teacher distributing the snack
 3. Each student should bring only a snack for him/herself
 - Hydration
 1. Grades K-8: Teachers will promote adequate hydration be encouraging his/her students to take a water break during their restroom breaks.
 2. Grades 9-12: Students will have access to water during the school day through school drinking fountains and by allowing students to possess individual water bottles.