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## STUDENTS – WELLNESS

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Revised July 18, 2017  
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and 220; 42 U.S.C. 1758b  
Cross Ref: Policy 10000-13

Westfield Washington Schools (“WWS”) is committed to providing school environments that promote and protect children’s health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of WWS that:

1. WWS will engage students, parents/guardians, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district-wide nutrition and physical activity policies.
2. All WWS students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
3. Foods and beverages sold or served at school will meet the nutrition recommendations of the *U.S. Dietary Guidelines for Americans*.
4. Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; will accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
5. To the maximum extent practicable, all schools in our district will participate in and promote available federal school meal programs (including the School Breakfast Program, National School Lunch Program [including after-school snacks]) to ensure that all students have access to healthy foods to support healthier choices and promote optimal learning.
6. Schools will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs, and with related community services.
7. Superintendent and/or designee shall ensure the development, implementation, and review of this policy.

This Policy shall be made available to students and families by means of the corporation’s website.

## **TO ACHIEVE THESE POLICY GOALS:**

### **I. Coordinated School Health Advisory Council**

- a. A Coordinated School Health Advisory Council (“Council”) will be formed and maintained at the district level to oversee the development, implementation, and evaluation of the school district’s wellness policy.
- b. The Council is responsible for developing, implementing, monitoring, reviewing, and, as necessary, revising school nutrition and physical activity policies. The Council also will serve as a resource to school sites for implementing those policies.
- c. The Council consists of a group of individuals representing the school and community, and will include parents, students, representatives of the school food authority, nutritionists or dietitians, member(s) of the school board, school administrators, teachers, health professionals, representatives of interested community organizations, and members of the public.
- d. The Council may meet annually to review nutrition and physical activity policies and to develop an action plan for the coming year. The Council shall meet as needed during the school year to discuss implementation activities and address barriers and challenges.
- e. The Council may report annually to the School Board on the implementation of the wellness policy and include any recommended updates to the policy.
- f. The School Board will adopt or revise nutrition and physical activity policies based on recommendations made by the Advisory Council.

### **II. Nutritional Quality of Foods and Beverages Sold and Served on Campus**

#### **School Meals**

Meals served through the National School Lunch and Breakfast Programs (K-6) will:

- a. be appealing and attractive to children;
- b. be served in clean and pleasant settings;
- c. meet, at a minimum, nutrition requirements established by local, state, and federal statutes and regulations;
- d. offer a variety of fruits and vegetables;<sup>2</sup>
- e. serve only low-fat (1%) and fat-free milk<sup>3</sup> and nutritionally-equivalent non-dairy alternatives (to be defined by USDA);
- f. ensure that half of the served grains are whole grain; and<sup>3,4</sup>
- g. take into consideration special dietary needs of students, according to the document *Accommodating Children with Special Dietary Needs in the School Nutrition Programs*.

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.

Schools are encouraged to purchase or obtain fresh fruits and vegetables from local farmers when practical.

Schools should engage students and parents, through taste-tests of new entrees and surveys, in selecting foods sold through the school meal programs in order to identify new, healthful, and appealing food choices. Students will have the opportunity to provide input on local, cultural, and ethnic favorites. In addition, schools should share information about the nutritional content of meals with parents and students. Such information could be made available on menus, a website, on cafeteria menu boards, placards, or other point-of-purchase materials.

**Breakfast.** To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn:

- a. Schools will, to the extent possible, operate the School Breakfast Program.
- b. Schools will, to the extent possible, utilize methods to serve school breakfasts that encourage participation, including serving breakfast in the classroom, or "grab-and-go" breakfast.
- c. Schools that serve breakfast to students will notify parents and students of the availability of the School Breakfast Program.
- d. Schools will encourage parents to provide a healthy breakfast for their children through newsletter articles, take-home materials, or other means.

**Free and Reduced-priced Meals.** Schools will:

- a. make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.<sup>5</sup>

Toward this end, schools may utilize electronic identification and payment systems; provide meals at no charge to all children, regardless of income; promote the availability of school meals to all students; and/or use nontraditional methods for serving school meals, such as "grab-and-go" or classroom breakfast.

- b. 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.
- c. Provide the After School Meal Program, when it becomes available, in accordance with the Healthy, Hunger-Free Kids Act of 2010.

**Meal Times and Scheduling.** Schools:

- a. will, to the extent possible, provide students with at least 10 minutes to eat after sitting down for breakfast and 20 minutes after sitting down for lunch;

- b. should schedule meal periods at appropriate times, e.g., lunch should be scheduled between 10:40 a.m. and 1 p.m.;
- c. should not schedule tutoring, club, organizational meetings or activities during mealtimes, unless students may eat during such activities;
- d. will schedule recess before lunch whenever feasible;
- e. will provide students access to hand washing or hand sanitizing before they eat meals or snacks; and
- f. will provide appropriate supervision in the cafeteria and rules for safe behavior shall be consistently enforced.

**Qualifications of School Food Service Employees.** Qualified nutrition professionals will administer the school meal programs. As part of the school district's responsibility to operate a food service program, we will provide continuing professional development for all nutrition professionals in schools. Employee development programs should include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility.<sup>6</sup>

**Sharing of Foods and Beverages.** Schools should discourage students from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.

**Foods and Beverages Sold Individually** (e.g., foods sold outside of reimbursable school meals, such as through vending machines, cafeteria a la carte [snack] lines, fundraisers, school stores, etc.)

**Elementary Schools.** The school food service program will approve and provide all food and beverage sales to students in elementary schools. Given young children's limited nutrition skills, food in elementary schools should be sold as balanced meals. If available, foods and beverages sold individually should be limited to low-fat and non-fat milk, fruits, and non-fried vegetables.

### **Beverages**

1. Allowed: water or seltzer water<sup>7</sup> without added caloric sweeteners; fruit and vegetable juices and fruit-based drinks that contain at least 50% fruit juice and that do not contain additional caloric sweeteners; unflavored or flavored low-fat or fat-free fluid milk and nutritionally-equivalent nondairy beverages (to be defined by USDA);
2. Not allowed: soft drinks containing caloric sweeteners; iced teas; fruit-based drinks that contain less than 50% real fruit juice or that contain additional caloric sweeteners; beverages containing caffeine, excluding low-fat or fat-free chocolate milk (which contain trivial amounts of caffeine).
3. All beverages other than water, milk, or juice shall be no larger than 12 ounces.

## **Foods Sold Individually**

A food item sold individually:

1. will have no more than 30% of its calories from fat (excluding nuts, seeds, peanut butter, and other nut butters) and 10% of its calories from saturated fat;
2. will contain 0% trans fat;
3. will have no more than 35% of its calories from total sugars (that do not occur naturally), except for yogurt with no more than 30 grams of total sugars per 8-ounce portion as packaged;
4. will contain no more than 200 mg of sodium per portion as packaged; and
5. will contain no more than 200 calories per package.

## **Availability of Individual Items**

1. In accordance with Indiana Code 20-26-9-19, a vending machine at an elementary school that dispenses food or beverage items will 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 employees will not be accessible to students.
4. Food and beverages will not be sold in school stores.
5. Students and employees will have free, potable (drinking) water for consumption available in water fountains throughout the school building.
6. Employee vending machines should contain at least 50 percent healthy choices as outlined in the approved nutrition standards. During meetings lasting longer than one hour, employees should have the opportunity to stretch and be physically active.
7. A choice of at least two fruits and/or non-fried vegetables will be offered for sale at any location on the school site where foods are sold. Such items could include, but are not limited to, fresh fruits and vegetables; 100% fruit or vegetable juice; fruit-based drinks that are at least 50% fruit juice and that do not contain additional caloric sweeteners; cooked, dried, or canned fruits (canned in fruit juice or light syrup); and cooked, dried, or canned vegetables (that meet the above fat and sodium guidelines).<sup>9</sup>

## **Portion Sizes**

1. Limit portion sizes of foods and beverages sold individually to those listed below:
  - a. One and one-quarter ounces for chips, crackers, popcorn, cereal, trail mix, nuts, seeds, dried fruit, or jerky;
  - b. One ounce for cookies;
  - c. Two ounces for cereal bars, granola bars, pastries, muffins, doughnuts, bagels, and other bakery items;

- d. Four fluid ounces for frozen desserts, including, but not limited to, low-fat or fat-free ice cream;
- e. Eight ounces for non-frozen yogurt;
- f. Twelve fluid ounces for beverages, excluding water; and
- g. The portion size of a la carte entrees and side dishes, including potatoes, will not be greater than the size of comparable portions offered as part of school meals. Fruits and non-fried vegetables are exempt from portion-size limits.

**Fundraising Activities.** To support children's health and school nutrition-education efforts, schools will encourage fundraising activities that promote healthy eating and physical activity.

At most, two fundraisers selling food or drink items that do not meet federal nutrition standards are allowed per school building per school year. This rule applies only to fundraisers taking place on school property during the school day which is defined by the federal government to last from midnight until 30 minutes after the end of the official school day.

**Concession Stands.** The concession items sold at school-sponsored events to participants, fans, and visitors shall include at least 50 percent healthy beverages and foods, according to the approved nutrition standards.

**Non-Sold Foods and Beverages** or foods and beverages not sold, but made available on the school campus during the school day.

**Snacks.** Snacks served during the school day or in after-school care or enrichment programs will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and water as the primary beverage. Schools will assess if and when to offer snacks based on timing of school meals, children's nutritional needs, children's ages, state and federal regulations, and other considerations. The district will make available upon request a list of healthful snack items to teachers, after-school program personnel, and parents. If eligible, schools that provide snacks through after-school programs will pursue receiving reimbursements through the National School Lunch Program.

**Rewards/Punishments.** Schools will not use foods or beverages, especially those that do not meet the nutrition standards for foods and beverages sold individually (above), as rewards for academic performance or good behavior more than 1x per month (per class),<sup>10</sup> and will not withhold food or beverages (including food served through school meals) as a punishment.

**Celebrations.** If possible, schools should limit celebrations that involve food during the school day to no more than one party per class per month. Each party should include no more than one food and one beverage that does not meet nutrition standards for foods and beverages sold individually (above). The district will make available upon request a list of healthy party ideas to parents and teachers.

### III. Nutrition and Physical Activity Promotion and Food Marketing

**Nutrition Education and Promotion.** WWS aims to teach, encourage, and support healthy eating by students. Schools should provide nutrition education and engage in nutrition promotion that:

- a. is offered at each grade level as part of a sequential, comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health;
- b. is part of not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects;
- c. includes enjoyable, developmentally-appropriate, culturally-relevant, participatory activities, such as contests, promotions, taste testing, farm visits, and school gardens;
- d. promotes fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices;
- e. emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise);
- f. links with school meal programs, other school foods, and nutrition-related community services;
- g. teaches media literacy with an emphasis on food marketing; and
- h. includes training for teachers and other employees.

**Integrating Physical Activity into the Classroom Setting.** For students to receive physical activity and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

- a. classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities, such as watching television;
- b. opportunities for physical activity will be incorporated into other subject lessons; and
- c. classroom teachers may provide short physical activity breaks between lessons or classes, as appropriate.

**Communications with Parents.** The district/school will support parents' efforts to provide a healthy diet and daily physical activity for their children. The district/school will offer nutrition information, post nutrition tips on school websites, and provide nutrient analyses of school menus. Schools should encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet the above nutrition standards for individual foods and beverages.

The district/school will provide information about physical education and other school-based physical activity opportunities before, during, and after the school day; and support parents' efforts to provide their children with opportunities to be physically active outside of school. Such supports will include sharing information about physical activity and physical education through a website, newsletter, or other take-home materials, special events, or physical education homework.

**Food and Beverage Marketing in Schools.** WWS will permit marketing in Schools during the school day of only those foods and beverages that meet the competitive food/beverage requirements (Smart Snacks). School-based marketing will be consistent with nutrition education and health promotion. The promotion of healthy foods, including fruits, vegetables, whole grains, and low-fat dairy products is encouraged.

#### **IV. Physical Activity Opportunities and Physical Education**

**Daily Physical Education (P.E.) K-12.** All students in grades K-12, including students with disabilities, special health-care needs, and in alternative educational settings, will receive physical education (or its equivalent to the maximum extent possible for middle and high school students) during the school year. All physical education will be taught by a certified physical education teacher. Student involvement in other activities involving physical activity (e.g., interscholastic or intramural sports) will not be substituted for meeting the physical education requirement. Waivers will not apply towards the physical education courses required for a diploma.

Credit flexibility in physical education will be limited to elective physical education courses. The physical education program shall be provided adequate space and equipment to ensure quality physical education classes for students. Students will spend at least 50 percent of physical education class time participating in moderate to vigorous physical activity.

**Daily Recess.** All elementary school students are recommended to have at least 20 minutes a day of supervised recess, preferably outdoors, during which schools should encourage moderate to vigorous physical activity verbally and through the provision of space and equipment.

Schools should discourage extended periods (i.e., periods of two or more hours) of inactivity. When activities, such as mandatory school-wide testing, make it necessary for students to remain indoors for long periods of time, schools should give students periodic breaks during which they are encouraged to stand and be moderately active.

**Physical Activity Opportunities Before and After School.** All elementary, middle, and high schools will offer extracurricular physical activity programs, such as physical activity clubs or intramural programs when possible. All high schools, and middle schools as appropriate, will offer interscholastic sports programs. Schools will offer a range of activities that meet the needs, interests, and abilities of all students, including boys, girls, students with disabilities, and students with special health-care needs.

After-school child care and enrichment programs will encourage – verbally and through the provision of space, equipment, and activities – daily periods of moderate to vigorous physical activity for all participants.

The school district will promote walking and bicycling to school, including the promotion of International Walk to School Day, which falls on the first Wednesday of October each year.

**Safe Routes to School.** The school district will assess and, if necessary and to the extent possible, make needed improvements to make it safer and easier for students to walk and bike to school. When appropriate, the district will work together with local public works, public safety, and/or police departments in those efforts. The school district will explore the availability of both local and federal funding (e.g. Safe Routes to School funds administered by the Indiana Department of Transportation) to finance such improvements.

**Physical Activity and Punishment.** Teachers and other school and community personnel will avoid, to the extent possible, the use of physical activity (e.g., running laps, pushups) or withholding opportunities for physical activity (e.g., recess, physical education) as punishment.

**Use of School Facilities Outside of School Hours.** School spaces and facilities, such as the playground, gym, pool, and track will be made available to students, employees, and community members before, during, and after the school day; on weekends; and during school vacations. School policies concerning safety will apply at all times. (See District Rental Policy)

## **V. Employee Wellness**

WWS supports the health and well-being of our employees by creating and promoting policy and environmental supports to provide physical activity and healthy eating opportunities.

WWS will promote programs to increase knowledge of physical activity and healthy eating for faculty and employees. Presentations on health and wellness may be provided at least twice each school year.

Employees will be encouraged to participate in community walking, bicycling, or running events.

## **VI. Triennial Review and Recordkeeping**

At least once every three years, WWS will evaluate compliance with this Wellness Policy. The assessment will include an evaluation of the following:

- a. Compliance with this Wellness Policy;
- b. How the wellness policy compares to model wellness policies; and
- c. Progress made in attaining the goals of the wellness policy.

As a result of this assessment and evaluation ,the policy and regulations will be revised as needed. The triennial review and evaluation will be made available to the public by posting it on WWS's website.

**Recordkeeping.** Superintendent and/or designee shall retain all documentation of compliance with this policy and its regulations, including, but not limited to each school's three-year assessment and evaluation report and this wellness policy and plan. [Administrator] will also be responsible for public notification of the three-year assessment and evaluation report, including any updates to this policy made as a result of the corporation's three-year assessment and evaluation.

## Footnotes

<sup>2</sup> To the extent possible, schools will offer at least two non-fried vegetable and two fruit options each day and will offer five different fruits and five different vegetables over the course of a week.

<sup>3</sup> As recommended by the *Dietary Guidelines for Americans 2005*.

<sup>4</sup> A whole grain is one labeled as a "whole" grain product or with a whole grain listed as the primary grain ingredient in the ingredient statement. Examples include "whole" wheat flour, cracked wheat, brown rice, and oatmeal.

<sup>5</sup> It is against the law to make others in the cafeteria aware of the eligibility status of children for free, reduced-price, or "paid" meals.

<sup>6</sup> School nutrition employees development programs are available through the USDA, School Nutrition Association, and National Food Service Management Institute.

<sup>7</sup> Surprisingly, seltzer water may not be sold during meal times in areas of the school where food is sold or eaten because it is considered a "Food of Minimal Nutritional Value" (Appendix B of 7 CFR Part 210).

<sup>9</sup> Schools that have vending machines are encouraged to include refrigerated snack vending machines, which can accommodate fruits, vegetables, yogurts, and other perishable items.

<sup>10</sup> Unless this practice is allowed by a student's individual education plan (IEP).

<sup>11</sup> Advertising of low-nutrition foods and beverages is permitted in supplementary classroom and library materials, such as newspapers, magazines, the Internet, and similar media, when such materials are used in a class lesson or activity, or as a research tool.

<sup>12</sup> Schools should not permit general brand marketing for food brands under which more than half of the foods or beverages do not meet the nutrition standards for foods sold individually or the meals are not consistent with school meal nutrition standards.

<sup>13</sup> Useful self-assessment and planning tools include the *School Health Index* from the Centers for Disease Control and Prevention (CDC), *Changing the Scene* from the Team Nutrition Program of the U.S. Department of Agriculture (USDA), and *Opportunity to Learn Standards for Elementary, Middle, and High School Physical Education* from the National Association for Sport and Physical Education.