

## Wellness Policy on Physical Activity and Nutrition

Paramount Schools of Excellence (PSOE) supports the health and well-being of students by promoting nutrition and physical activity in all grade levels.

In accordance with federal law, it is the policy of PSOE 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 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.

The School Wellness Policy shall be made available to students and families by means of the school's website.

### I. Coordinated School Health Advisory Council

Paramount Cottage Home will engage parents/guardians, food service professionals, teachers of physical education, students, school health care professionals, school board members, school administrators, and other interested community members in developing, implementing, monitoring, and reviewing nutrition and physical activity policies. A Coordinated School Health Advisory Council will be formed and maintained at the school level to oversee the development, implementation, and evaluation of the school's wellness policy at least once every three years.

- A. In accordance with state and federal law, the school will form and maintain a Coordinated School Health Advisory Council that includes parents/guardians, food service directors, teachers of physical education, students, school nurses, board members, and administrators. Other potential members of the Council include teachers, teaching assistants, SNAP-Ed educators, and community representatives such as recreation professionals, city planners, industry professionals, and voluntary service workers.
- B. The Advisory Council shall meet at least 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. The Council will annually inform and update parents, students, staff, and the community about the content and implementation of the local wellness policy, including the assessment of the policy, and will provide a way for additional stakeholders to participate.
- C. Every three years, the Council will evaluate the local wellness policy using IDOE Tri-Annual Assessment Template and will notify the public of the results. The assessment will determine:
  - To what extent is the LEA in compliance with the district policy
  - the extent to which the local wellness policy compares to model school wellness policies
  - the progress made in attaining the goals of the local wellness policy

### II. Standards for USDA Child Nutrition Programs and School Meals

- A. Paramount Cottage Home 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.
- B. Meals served through the National School Lunch and Breakfast Programs will:
  - a. Be appealing and appetizing to children;
  - b. Meet, at a minimum, the nutrition requirements established by the USDA for federally funded programs;
  - c. Contain 0 percent trans fats;
  - d. Offer a variety of fruits and vegetables;
  - e. 100 percent of the grains offered are whole grain-rich.
  - f. 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.
  - g. Schools are encouraged to purchase or obtain fresh fruits and vegetables from local farmers when practical.
  - h. Students will have the opportunity to provide input on local, cultural, and ethnic favorites.
  - i. The food services department shall provide periodic food promotions that will allow for taste testing of new healthier foods being introduced on the menu.
  - j. 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*.
  - k. The food services department will share and publicize information about the nutritional content of meals with students and parents/guardians. The information will be available in a variety of forms that can include handouts, the school website, articles, school newsletters, presentations that focus on nutrition and healthy lifestyles, and through any other appropriate means available to reach families.
- C. School Meal Participation
  - a. To the extent possible, schools will provide the USDA School Breakfast Program to all students.

- b. To the extent possible, schools will utilize methods to serve school breakfasts that encourage participation, including serving breakfast in the classroom, serving “grab-and-go” breakfasts, and arranging transportation schedules to allow for earlier arrival times.
- c. Schools will inform families of the availability and location of Summer Food Service Program meals, per the Healthy, Hunger-Free Kids Act of 2010. Schools in which more than 50 percent of students are eligible for free or reduced-price school meals will sponsor the Summer Food Service Program when feasible.
- d. Schools will provide the After-School Meal Program when it becomes available, per the Healthy, Hunger-Free Kids Act of 2010.

**D. Mealtimes and Scheduling**

- a. Adequate time will be provided for students to eat lunch (at least 20 minutes after being served) and breakfast (at least 10 minutes after being served).
- b. Elementary schools will schedule recess before lunch.
- c. School meals will be served in clean and pleasant settings.
- d. Students will have convenient access to hand-washing and sanitizing stations.
- e. Potable (drinking) water must be readily available at all mealtimes.
- f. Appropriate supervision will be provided in the cafeteria, and rules for safe behavior shall be consistently enforced.

**E. Professional Development**

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

**III. Nutrition Standards for Competitive and Other Foods and Beverages**

- A.** Paramount Cottage Home will provide and allow foods and beverages that support proper nutrition, promote healthy choices, and comply with federal nutrition standards in vending machines, school stores, and concession stands. This also includes food and beverages made available in schools during the school day for such events as school fundraisers and food and beverages brought into the schools by students or other persons for such events as birthdays and classroom celebrations.
- B.** Fundraisers selling food items that do not meet the federal nutrition standards are limited to two fundraisers per school building per year.
- C.** Paramount Cottage Home will allow marketing in school buildings and on school grounds during the school day for only those food and beverages provided by the school that meets the federal Smart Snack standards. Marketing that promotes student health will be permitted in school buildings and on school grounds.
- D.** K-8 à la carte, school vending machines, and other foods outside of school meals shall be limited to:
  - a. No more than 30 percent of total calories from fat,
  - a. Less than 10 percent of total calories from saturated fats,
  - b. 0 percent trans fats,
  - c. No more than 35 percent of calories from total sugars,
  - d. No more than 200 milligrams of sodium per portion as packaged,
  - e. No more than 200 calories per package, and
  - f. 100 percent of the grains offered are whole grain-rich.
- E.** K-8 à la carte, school vending machines, and other beverages outside of school meals shall be limited to:
  - a. Water without flavoring, additives, or carbonation,
  - b. Low-fat and nonfat milk (in 8- to 12-ounce portions),
  - c. 100% fruit juice in 4-ounce portions as packaged for elementary/middle school and 8 ounces (2 portions) for high school, and
  - d. All beverages other than water, white milk, or juice shall be no larger than 12 ounces.
- F.** Availability
  - a. A vending machine at an elementary school that dispenses food or beverage items may not be accessible to students.
  - b. Vending machines in middle and high schools:
    - i. Will not be available during mealtimes.
    - ii. Will contain items that meet the approved nutrition standards.
  - c. Vending machines for school staff will not be accessible to students.
  - d. Food and beverages will not be sold in school stores.
  - e. Students and staff will have free, potable (drinking) water for consumption available in water fountains throughout the school building.
- G.** Concession Stands
  - a. 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.
- H.** Classroom Celebrations
  - a. Classroom celebrations will focus on activities (e.g., giving free time, extra recess, music, and reading time) rather than food.

- b. Classroom celebrations that include food will be limited to one per month. Food items must comply with federal nutrition standards.
- c. Schools shall inform parents/guardians of the classroom celebration guidelines.
- I. Food as a Reward or Punishment
  - a. Teachers and staff will not use food as a reward. For example, the use of sugar-sweetened beverages or candy as a classroom reward at any school is not appropriate.
  - b. School staff will not withhold food or drink at mealtimes as punishment.
- J. Fundraisers
  - a. Fundraising activities will support healthy eating and wellness. Schools will promote the sale of non-food items for school-sponsored fundraising. For a food or beverage item to be sold as a fundraiser, it must meet the approved nutrition standards. Fundraisers subject to this rule are those sold during the school day on school grounds. The school day is defined as from midnight the night before to 30 minutes after the end of school.
- K. Non-Sold Food and Beverages
  - a. Non-sold food and beverages will comply with federal nutrition standards.
- L. Marketing
  - a. Signage or similar media on the school campus during the school day may only advertise food and/or beverages provided and sold by the school that meets the competitive foods standards for foods sold in schools (i.e., Smart Snacks).

#### **IV. Nutrition Education**

Nutrition topics shall be integrated within the comprehensive health education curriculum and taught at every grade level (K-4) according to the standards of the Indiana Department of Education. Health education will be provided as part of a comprehensive health education program and taught by a licensed health education instructor. Paramount Cottage Home will provide nutrition education training opportunities to teachers and staff for all grade levels.

**Goal 1:** Paramount Cottage Home will promote programs to increase knowledge of physical activity and healthy eating for faculty and staff. Presentations on health and wellness will be provided at least twice each school year.

**Goal 2:** At least once per semester, students in grades K-4 will receive lessons during physical education class that covers topics such as how to read and use food labels, choosing healthy options, and portion control.

#### **V. Nutrition Promotion**

Nutrition topics shall be integrated within the comprehensive health education curriculum and taught at every grade level (K-4) according to the 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.

- A. Nutrition promotion will include lessons that cover topics such as how to read and use food labels, choose healthy options, and portion control.
- B. School staff will collaborate with community groups and organizations to provide opportunities for student projects related to nutrition (e.g., cultivating school gardens, reading food labels, and maintaining a caloric balance between food intake and physical activity/exercise).
- C. Nutrition promotion resources will be provided to parents/guardians through handouts, website links, school newsletters, presentations, and any other appropriate means available to reach parents/guardians.
- D. Nutrition educators will partner with the school staff of the school food service program to use the cafeteria as a learning lab. Healthy items, such as salads and fruits, will be displayed prominently in cafeterias to make healthier choices more appealing.
- E. Nutrition labels will be provided on all foods to allow students to easily identify healthier foods.
- F. Foods of minimal nutritional value, including brands and illustrations, shall not be advertised or marketed in educational materials.

**Goal 1:** Implement two or more evidence-based healthy food promotion techniques through the school meal program using Smarter Lunchroom techniques.

**Goal 2:** Nutrition education will be integrated into other curriculum areas, such as math, science, language arts, and social studies, at least once per quarter.

#### **VI. Physical Activity and Physical Education**

Paramount Cottage Home supports the health and well-being of students by promoting physical activity through physical education, recess, and other physical activity breaks; before- and after-school activities; and walking and bicycling to school. Additionally, Paramount Cottage Home supports physical activity among elementary students by providing them with at least 30 of the recommended 60 minutes of physical activity per day.

- A. All students in grades K-4 will participate in physical education to meet the Physical Education Standards.

- B. Physical education classes will have the same student/teacher ratio used in other classes. In Indiana, the ratio for a single school shall not exceed an average of 30 to 1.
- C. The physical education program shall be provided adequate space and equipment to ensure quality physical education classes for students.
- D. Daily Recess and Physical Activity Breaks
  - a. Paramount Cottage Home provides daily physical activity per Indiana Code 20-30-5-7.5.
  - b. All elementary school students will have at least one 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.
  - c. All teachers will be encouraged to use physical activity breaks during classroom time as often as possible.
  - d. Paramount Cottage Home discourages 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.
- E. Physical Activity Opportunities Before and After School
  - a. Paramount Cottage Home 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.
  - b. After-school enrichment providers will include physical activity in their programs to the extent space and equipment allow.
- F. Physical Activity and Remedial Activities/Punishment
  - a. Students will not be removed or excused from physical education to receive instruction in other content areas.
  - b. School staff will not use physical activity (e.g., running laps, pushups) or withhold opportunities for physical activity (e.g., recess, physical education) as punishment.

**Goal 1:** Paramount Cottage Home will offer at least one afterschool clubs or sport per semester that is open to all genders and grade levels for physical activity.

**Goal 2:** During mandatory school-wide testing, Paramount Cottage Home will create schedules that allow for periodic breaks for physical activity.

## VII. Other Activities that Promote Student Wellness

Paramount Cottage Home supports the health and well-being of our students and staff by creating and promoting policy and environmental supports to provide physical activity and healthy eating opportunities.

- A. Walking and Bicycling to School
  - a. Paramount Cottage Home will allow walking and bicycling to school.
  - b. To the extent possible, PSOE will make improvements, so it is safer, easier, and more enjoyable for students to walk and bicycle to school.
  - c. Paramount Cottage Home 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.
  - d. Paramount Cottage Home will promote walking and bicycling to school, including the promotion of International Walk to School Day.
- B. Use of School Facilities Outside of School Hours
  - a. School spaces and facilities, such as the playground, gym, and track, will be made available to students, staff, and community members before and after the school day, on weekends, and during school vacations. School policies concerning safety will always apply.
- C. Staff Wellness
  - a. Paramount Cottage Home will promote programs to increase knowledge of physical activity and healthy eating for faculty and staff.
  - b. Paramount Cottage Home will allow staff to use school facilities outside of school hours for activities such as group fitness classes, walking programs, and individual use.
  - c. Staff will be encouraged to participate in community walking, bicycling, or running events.
  - d. All staff involved in physical education will be provided opportunities for professional development focusing on physical activity, fitness, health, and wellness.
  - e. Paramount Cottage Home will promote breastfeeding by making reasonable efforts to provide a private location for employees to express breast milk per IC 22-2-14-2.

**Goal 1:** At least once per month, Paramount Cottage Home will promote school or community-based programs/activities that promote physical activity on morning announcements to encourage participation during after-school hours.

**Goal 2:** At least once per semester, the School Community Organization (SCO) meeting will inform parents of school facility usage after school hours and provide safety tips and bike routes to promote students riding bicycles to school.

## **VIII. Evaluation**

Through implementation and enforcement of this policy, Paramount Cottage Home will create an environment that supports opportunities for physical activity and healthy eating behaviors. To ensure continuing progress, Paramount Cottage Home will evaluate implementation efforts and their impact on students and staff at least every three years using the IDOE Assessment Rubric. Paramount Cottage Home will notify the public of the results of the three-year assessment and evaluation.

Paramount Cottage Home designates the Operations Manager to ensure compliance with this policy and its administrative regulations. The Operations Manager is responsible for retaining all compliance documentation 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. The Operations Manager 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 school's three-year assessment and evaluation.

LEGAL REFERENCE:           42 U.S.C. 1758b  
                                      7 CFR Part 210  
                                      I.C. 20-26-9-18.5

### **A. Implementation and Data Collection**

- a. The school physical education instructor will use evidence-based assessments to track the collective health of students over time by collecting data such as body composition (height and weight), aerobic capacity, and/or muscular strength, endurance, and flexibility.
- b. The Operations Manager is responsible for retaining all documentation of compliance with this policy and its regulations, but the principal shall ensure that their schools follow the network's wellness policy every three school years by assessing wellness implementation strategies. When requested, the principal shall provide a written report to the executive director, who will provide the report to the school board. The principal's report shall contain the following information: the school's progress toward meeting the wellness goals over the previous three school years; a description of how the public can receive a copy of the policy; a description of the progress in meeting the goals, a summary of the event or activities related to the implementation of the policy; the name, position, and contact information of the school official coordinating the health advisory council or the school's wellness team; and information on how individuals and the public can get involved with the school's wellness team.
- c. The evaluation of the wellness policy and implementation will be directed by the Coordinated School Health Advisory Council and will be responsible for the three-year assessment of each school's compliance with the policy and its regulations. The three-year assessment must measure the implementation of this policy and its regulations; the extent to which each school complies with the policy, the extent this policy compares to other model school wellness policies; and a description of the 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.
- d. The three-year assessment and evaluation report will be available to the public on the school's website.