

ADF-R - WELLNESS POLICY IMPLEMENTATION GUIDELINES

FOOD SERVICES

Implementation

Department of Food Services

School Meals

Meals served through the National School Lunch Program will:

- be appealing and attractive to children;
- be served in clean and pleasant settings;
- meet, at minimum, nutrition requirements established by local, state, and federal statutes and regulations;
- offer a variety of fruits and vegetables;
- offer low fat and/or fat free milk daily;
- offer a variety of bread and bread products, including an assortment of whole grain bread products.

Free and Reduced-priced Meals

Applications will be made available to eligible families. Every effort will be made to protect the privacy of the students and prevent overt identification of eligible students.

Sharing of Foods and Beverages

The sharing of food and beverages with one another during meal or snack times is discouraged due to students with food allergies and dietary restrictions.

Nutrition Information

Nutrition information for all food and food products is available for review on the District website: <http://www.wellesleyps.org/>.

Food Safety

All foods made available through the food services department will comply with state and local food safety and sanitation regulations.

Food Allergies / Dietary Restrictions

Student information regarding food allergies and dietary restrictions will be entered into the computerized POS (point of sale) program with parental permission. This will serve as another stop-gate precaution for protecting students with food allergies and restrictions.

A la Carte and Competitive Foods

In accordance with the Massachusetts School Nutrition Law, all foods sold or provided to students outside of the National School Lunch Program will meet the standards listed below. The standards will apply 30 minutes before and until 30 minutes after the school day, with the exception of vending machines, which shall comply with these standards at all times.

The Committee recognizes the value of fundraisers for school-sanctioned student groups and clubs. Student fundraising activities involving the sale of competitive foods or beverages are permitted to the extent that federal and state laws and regulations allow, and may occur with the permission of the Superintendent or designee.

Competitive foods are defined as foods and beverages sold or provided in:

- School cafeterias offered as a la carte items
- School stores and snack bars
- Vending machines (including the staff/faculty room)

NUTRITION EDUCATION

Nutrition Education is provided and promoted in Fitness and Health classes and through the Nurse's Offices so that students learn the skills and knowledge to make healthy food choices.

Implementation

Department of Fitness and Health

Nutrition education is integrated into the physical education and health education curricula. For example:

- At the elementary level, the components of healthy nutritional practices are taught through game play, physical activity and during classroom lessons.
- The system-wide elementary "Strive for 5" initiative promotes healthy eating at school and at home.
- Health classes promote eating fruits, vegetables, and whole grain products, as well as low-fat and fat-free dairy products. In addition, healthy food preparation methods and health-enhancing nutrition practices are taught at the middle school level.
- The sixth grade "Working on Wellness" program focuses on independent skills and knowledge for managing one's own eating habits. The WOW course emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise).
- The seventh grade health program and the eighth grade elective cooking course reinforce and build on the skills learned in the sixth grade.
- The High School Family and Consumer Science program offers several courses on wellness, nutrition, and healthy cooking.

- In High School fitness classes, students learn nutritional concepts as they apply to their coursework - i.e. hydration, sports nutrition, exercise physiology and the promotion of media literacy in nutrition (the "Health Issues" course).
- Whenever possible, the Fitness and Health Department links with the Department of Nursing and the Food Service Director to collaborate on the school meal program, other school foods, and nutrition-related community services.

Implementation

Department of Nursing

The school nurses actively promote healthy eating to students through:

- Individual advice
- Collaboration with Fitness and Health teachers
- Participation in "Strive for 5" program at the elementary level
- Newsletter articles about benefits of eating healthy breakfasts, healthy food choices and about the benefits of physical activity
- Bulletin board displays about healthy snacks, eating breakfast, exercise, etc.
- Working with families to increase their understanding of the importance of exercise (daily physical activity) for everyone in the family

FITNESS AND HEALTH EDUCATION AND OPPORTUNITIES

Fitness and health education and opportunities for physical activity are essential elements of each school's instructional program. The program shall provide the opportunity for all students to develop the skills, knowledge and attitudes necessary to participate in a lifetime of healthy physical activity.

Implementation

Department of Fitness and Health

- All school-based activities that are designed to promote student wellness and increase physical activity are consistent with local policy goals, Massachusetts State Frameworks and the National Frameworks for Physical Education and Health.
- Students are provided opportunities for physical activity during the school day through Fitness and Health courses and during recess period for elementary school students.
- Families should not assume that the school is or will be responsible for ensuring that their children will receive ALL of the national recommendations for moderate and vigorous activity during the daily school hours. Families need to encourage additional physical activity in order to achieve the standard for moderate to vigorous exercise on a daily basis.

Physical Education (P.E.) K-12

Students in the District have regularly scheduled fitness classes at the elementary and middle school levels, and are provided with the opportunity to sign up for classes at the high school level. The instructional focus is teaching the knowledge and skills needed to live a healthy lifestyle. Instruction is wellness-based with an emphasis on educating the whole child. Participation in an extensive range of fitness activities and instruction addresses the varied interests, needs and abilities of the diverse student population. **All** students in grades K-12, including students with disabilities, special health care needs, and in alternative educational programs, will participate in physical education classes equivalent to:

- Kindergarten and Grade 1: Two 30 minute periods per week
- Grades 2 - 5: One 50 minute period per week
- Grades 6 - 8: Three 52 minute periods per six day cycle
- Grades 9 - 12: Four semesters of Fitness and Health must be completed to graduate. A semester course gives the student three one-hour periods per seven day cycle

A certified physical education teacher will teach all physical education classes. Physical education classes will be an environment where students learn, practice and are assessed on developmentally appropriate motor skills, social skills and knowledge. Physical education classes will include instruction in individual activities as well as competitive and non-competitive team sports to encourage life-long physical activity. Adequate equipment will be available for all students to participate in physical education classes. Physical activity facilities on school grounds will be safe. Physical education classes will provide a physical and social environment that encourages safe and enjoyable activities for all students.

Physical Activity Opportunities Before and After School

School-based activities are offered beyond the school day to enhance the learning in fitness classes. Elementary sports programs and "Exercise Across Massachusetts" are offered at the elementary level, in addition to monthly "Walk to School" days at each school. The middle and high schools will offer extracurricular physical activity programs, such as physical activity clubs or the M.S. intramural program. This program features a variety of fitness activities, open gymnasium and Fitness Center options, as well as a variety of different sports and games. Certified Physical Education instructors monitor these sessions. Students at Wellesley High School have before- and after-school access to a well-equipped Fitness Center for the pursuit of personal fitness and individual workouts. The High School and Middle School, as appropriate, will offer interscholastic sports programs. The District 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.

SCHOOL-BASED ACTIVITIES PROMOTING WELLNESS

All school-based activities are designed to promote wellness.

Implementation

Department of Fitness and Health

- The Fitness and Health department provides additional coverage for the after-school sports program at the elementary level, the intramural sports program at the Middle School and the Fitness Center coverage at the High School.
- The "Count Me In" program is run by the Fitness and Health faculty at the elementary level, in collaboration with the classroom teachers. This program focuses on students with special needs and on acceptance for differences. For example, the P.E. instructors teach classes where the students experience what it is like to have a physical disability. Another example is the unit on food allergies that is taught to all first graders by classroom teachers as part of this curriculum.
- Annually, the Middle School Fitness and Health faculty run two events: the "Turkey Trot" run and the "Mini Marathon", both designed to foster and encourage fitness-walking and running as a means to stay physically active and to develop a community-wide endeavor around physical education.
- The High School holds a "Be Well!" wellness initiative and auction every other year for the faculty. This initiative is designed to encourage and promote staff healthy lifestyle habits.
- The MetroWest Adolescent Health Survey is administered every other year to both the Middle School and High School students. The results of this survey are used to inform and guide the Health curriculum as well as other district-wide initiatives to keep the Wellesley students safe and healthy.

Implementation

Department of Nursing

The school health program is based on a partnership between faculty, staff, school administration, external health care providers, parents, and the community. The goal of the school health program is to complement and support the school's academic mission while promoting and improving student's health.

- All students and staff have access to nursing health services.
- Requirements for physical examinations and immunizations are enforced according to the Department of Public Health guidelines.
- Student health concern information relevant to the students' participation in school is collected and parent permission is obtained in order to share this information with appropriate faculty and staff.
- A unit of food allergies is taught to all students in first grade by classroom teachers and nurses as part of the "Count Me In" curriculum.
- Annual health screenings are conducted each year according to the Department of Public Health guidelines.

- The school nurses are prepared to respond to any type of emergency that may occur at school including disaster, terrorism and pandemic outbreaks.
- There is a medical director for the school health program available to consult with the school nurses and Superintendent as needed.
- Parents of children who do not have health insurance are referred to Mass Health or the Children's Medical Security Plan.

Healthy and Safe Environment

The District will provide a safe environment before, during and after school.

- All buildings will meet health and safety standards and codes.
- All schools will be free of tobacco, nicotine delivery services including e-cigarettes, alcohol and drugs.
- The schools will have zero tolerance for violence and harassment.
- The District supports a culture where everyone is respected and accepted.

Daily Recess

All elementary school students will have daily-supervised recess.

- Schools will preferably hold recess outdoors, weather permitting.
- Schools will encourage, verbally and through the provision of space and equipment, moderate to vigorous physical activity.
- Schools will endeavor to schedule recess prior to lunch since research indicates that physical activity prior to lunch can increase nutrient intake and reduce food waste.

Social and Emotional Health

The District values the social and emotional well-being of students, faculty and staff, and:

- Provides a supportive environment that includes counseling, guidance and social work.
- Encourages students to develop skills to express thoughts and feelings responsibly.
- Fosters an atmosphere where differences are respected.
- Facilitates student participation in the MetroWest Adolescent Health Survey and other screening programs as determined by the District in order to collect data to be used for program development, student support and risk assessment.
- Refers identified at-risk students to the appropriate resources.

The social and emotional health of students is additionally supported by outside community resources.

Staff Wellness

The District values the health and well-being of every staff member. Personal efforts to maintain a healthy lifestyle are supported and encouraged.

- The health and safety of all staff is a priority for the District.
- The District provides a work environment that is free from dangers and consistent with occupational safety laws.
- There is an Employee Assistance Program (EAP) available to all employees
- Staff members are encouraged to use the Fitness Center at the High School before and/or after school hours. This is supported by the provision of coverage by the Fitness and Health staff.

Recycling Program

The District recognizes its responsibility to work towards waste reduction and recycling in an effort to support environmental benefits.

- All schools foster recycling.
- Food services model environmentally sound practices and involve students and staff in reducing waste.

THE SCHOOL WELLNESS ADVISORY COMMITTEE

The School Wellness Advisory Committee will monitor the progress of this policy.

Implementation

The School Wellness Advisory Committee

The School Wellness Advisory Committee (SWAC) has been established to ensure that the District has a system in place to deal effectively with school health issues. This district-level group of committee members will be charged with making recommendations concerning school health/wellness policies, programs and practices.

The Superintendent is responsible for appointing committee members and replacements as needed as well as appointing a liaison between the Superintendent's Office and the School Wellness Advisory Committee.

The major goal of this committee is to adopt *student wellness* as one of the core values in the District.

Committee Structure

The School Wellness Advisory Committee shall have representation from the following departments:

- Nursing Services
- Health and Fitness

- School Physician
- Teacher
- School nutrition/food service
- Parent representative
- School Committee representative
- Student representative
- School Administration
- Board of Health
- Community Youth Coordinator
- School Resource Officer

Function

The School Wellness Advisory Committee will meet at least four times during the school year. The main focus of the committee is to recommend and/or review district-wide policies to promote student wellness in the areas of:

- Health education
- School nutrition
- Physical education
- Social and emotional well-being

The School Wellness Advisory Committee is charged with identifying goals and objectives for the school year. These goals and objectives must be observable and/or measurable. The committee must also establish a process or self-assessment tool to evaluate progress in reaching the goals and objectives.

Areas for Consideration

- Recommendations regarding the establishment/function of school building-based wellness teams and initiatives.
- Address recommendations and suggestions from the group represented on the committee from the schools and community.
- Input from schools that may be affected by said goals and objectives.
- Incorporate general health data reflective of the community.
- Information about current District programs and practices relating to student health.

Annual Report

An annual report will be submitted to the Superintendent and the Committee. The following information should be included in the report:

- Accomplishments during the school year
- Areas for development going forward based on identified goals and objectives

REFERENCES: Massachusetts Department of Elementary and Secondary Education, Comprehensive Health Curriculum Framework, 1999

Massachusetts Department of Public Health, Massachusetts Department of Elementary and Secondary Education, John C Stalker Institute, Harvard School of Public Health, & Boston Public Health Commission. 2012. Healthy Students, Healthy Schools: Revised Guidance for Implementing the Massachusetts School Nutrition Standards for Competitive Foods and Beverages

LEGAL REFS.: M.G.L. [111:223](#) (School nutrition)

M.G.L. [71:3](#) (Physical education)

105 CMR 215 (Standards for School Wellness Committees)

105 CMR 225 (Nutrition Standards for Competitive Foods and Beverages in Public Schools)

105 CMR 200 (Physical Examination of School Children)

Voted: June 20, 2017