

**VALLEY CHRISTIAN SCHOOL DISTRICT
WELLNESS TEAM**

ADMINISTRATIVE PROCEDURE

REVISED _____

WELLNESS, NUTRITION, AND
PHYSICAL ACTIVITY _____

- I. **PURPOSE**: To provide procedures to ensure that students receive consistent information and education regarding proper nutrition increased physical activity, and the benefits of healthy lifestyle choices throughout the school, classroom, and cafeteria.
- II. **POLICY**: Valley Christian School District is committed to healthy schools and lifestyles, providing a total learning environment that enhances the development of lifelong healthy habits in wellness, nutrition, and regular physical activity.
- III. **DEFINITIONS**:
- A. Competitive foods – those foods and beverages available or sold outside of the federally-reimbursed school meals programs – are widely available in U.S. public schools. They are commonly sold in vending machines, cafeteria à la carte lines, school stores, and snack bars. Fundraisers, classroom parties, and student rewards also are major sources of such products.
- B. Comprehensive Health Education– A planned sequential curriculum that addresses the physical, emotional, and social dimensions of health; develops health knowledge, attitudes, and skills; and is tailored to the developmental level of children.
- C. Coordinated School Health Program–A Coordinated School Health Program consists of eight interactive components. The components are Health Education, Physical Education, Health Services, Nutrition Services, Mental Health Services, Healthy School Environment, Health Promotion for Staff, and Family/Community Involvement.
- D. Curriculum– The prescribed programs and courses which state what students should know and be able to do, how they will meet learning objectives, and how they will be assessed.
- E. Foods of Minimal Nutritional Value (FMNV)– Specified foods identified by the secretary of the USDA: fruit drinks and water ices (with less than 10 percent fruit or fruit juices); chewing gum; jellies, marshmallow, licorice, spun candy, hard candies, and candy-coated popcorn.
- F. Healthful and Safe Environment–A physically and psychologically safe school climate with a positive culture that is designed to promote the maximum health and safety of all students.
- G. Nutrition Education– A component of the comprehensive school health

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education program which teaches knowledge and skills related to nutrition and physical activity.

- H. Obesity– Body Mass Index (BMI) in excess of 30 percent acceptable body weight.
- I. Physical Education– A planned sequential curriculum that teaches skills, knowledge, and attitudes which are needed to establish and lead a physically active life.
- J. Physical Activity– Any bodily movement produced by skeletal muscles that results in an expenditure of energy.
- K. School Wellness Team– A group of individuals who represent segments of the community and the eight components of the coordinated school health program model. The local school Wellness Team provides advice and recommendations to the School President and Board of Education in matters related to the health, safety, and wellness of students and staff.
- L. School Health Services– Services provided for students to appraise, protect, and promote health. These services include, but are not limited to, prevention and control of communicable disease; provision of emergency care for illness and injury; administration of medication; and the evaluation of the school facility/environment for safe and sanitary conditions. Health services are provided by professional nurses and Medical Assistants.
- M. Recess– Regularly scheduled periods within the school day for physical activity and play.
- N. USDA- United States Department of Agriculture.
- O. Wellness– An intentional choice of lifestyle characterized by personal responsibility, balance, and maximum personal enhancement which leads to the goal of attaining the state of physical, mental, social, intellectual, and spiritual well-being. It is a process of being aware of and altering unhealthy behaviors to those which will bring about a more healthful existence. Wellness is not just the absence of disease.

IV. **BACKGROUND:** To help combat childhood obesity, Congress passed a law requiring each Local Education Agency (LEA) participating in USDA's School Meal's Programs to establish a local wellness policy. In response, the Board of Education of Valley Christian Schools needs to approve a Policy of Wellness, Nutrition, and Physical Activity. The Board of Education directs the President and appointed designees to ensure students receive consistent

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information and education regarding proper nutrition, increased physical activity, and the benefits of healthy lifestyle choices throughout the school, classroom, and cafeteria. The Board of Education will ensure the Board Policy and Administrative Procedure are widely distributed and that an annual mechanism for evaluation is in place. Overweight children and the growing risk of obesity are serious concerns. Time allocated nationwide for physical education has been reduced. This has contributed to a significant decrease in the physical fitness and an increase in overweight and obesity in our youth. It also has contributed to an increase in Type 2 Diabetes in school age youth, a disease that previously was found primarily in older adults. The USDA believes that schools should take a leadership role in helping students learn to make healthy lifestyle choices.

V. **PROCEDURES:**

A. **Physical Activity**

1. The President or Designee will ensure that a comprehensive, sequential physical education program will be taught at each school, and that the time allotted for physical education is consistent with current research, and national and state standards.
2. The President or Designee shall ensure physical activity is integrated across curricula and throughout the school day, and that teachers are trained to accomplish this goal.
3. The President or Designee, in conjunction with the Supervisors of Physical Education and Adapted Physical education, will ensure that physical education and adapted physical education teachers are highly qualified.
4. Principals shall ensure physical education classes are taught in a separate space, preferably a gymnasium.
5. The President or Designee in conjunction with each elementary principal will ensure that all elementary children will have multiple opportunities daily for physical activity lasting 15 minutes or more, in addition to a daily recess period.
6. Principals shall ensure that physical activity facilities on school grounds are safe and that the school provides a physical and social environment that encourages safe and enjoyable activity for all students, including offering opportunities for non-competitive physical activity.

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7. The Supervisors of Physical Education and Health Education shall collaborate in providing a bank of physical activity resources for sharing information with families and community to positively impact health.

B. Nutrition Education

1. The President or Designee shall ensure that Comprehensive Health Education, with its mandatory nutrition education component, will be taught and as part of the Health Education requirement for graduation.
2. The President or Designee shall ensure that nutrition education will be integrated across curricula and throughout the school day.
3. To ensure the effective delivery of an accurate nutrition education program, the President or Designee will ensure that the school-based staff responsible for nutrition education are highly qualified and given the opportunity to participate regularly in professional development activities.
4. The Director of Food Services shall provide guidelines to ensure that the school cafeteria serves as an opportunity for nutrition education.
5. The Food Service Director and the Supervisors of Health Services shall collaborate in providing a bank of nutrition education resources for sharing information with families and community that encourage them to teach their children about health and nutrition and to provide nutritious meals for their families that will positively impact health.
6. Principals will allocate adequate time for students to participate in the school breakfast program and shall encourage all students to start each day with a healthy meal.

C. Nutrition Standards

1. Principals will ensure the eating environment will be pleasant and

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conducive to appropriate food consumption and socialization.

2. Principals will ensure that students have a minimum of 30 minutes for lunch with at least 20 minutes to consume meals.
3. The Director of Food Services will ensure that students will be offered 5 food components for Lunch and 4 food components for Breakfast. (Meat, Grain, Fruit, Vegetable & Milk)
4. The Director of Food Services will ensure that Students utilize Offer vs. Serve where up to 2 food components can be turned down at Lunch and 1 Food component can be turned down at Breakfast. (Meat, Grain, Fruit, Vegetable & Milk)
5. The Director of Food Services will ensure that meals and snacks will meet State and Federal guidelines and comply with the dietary guidelines of the USDA Healthy, Hunger Free Kids Act and the USDA Smart Snacks .
6. The Director of Food Services and staff are responsible for deciding what foods to serve and how they are prepared for Valley Christian Schools, ensuring high quality.
7. The Director of Food Services in conjunction with the Ohio Department of Education's National School Lunch Program & School Breakfast Program, will provide necessary adjustments to menus so that schools can meet the USDA's required criteria.

Nutrition standards will be met for specific age/grade groupings when averaged over a school week. A school week is defined as a minimum of three consecutive days and a maximum of seven consecutive days.

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D. Guidelines for Food and Beverages Sold in Vending Machines, Snack Bars ,School Stores, and Concession Stands on School Campuses.

1. Food sales by school-related groups and the use of vending machines are in compliance with state and federal law and do not impair student participation in the District’s food and nutrition services program.
2. School vending machines will offer foods that are in compliance with the USDA Smart Snacks and Healthy, Hunger Free Kids Act.
3. School vending machines, snack bars, stores ,and concession stands meet the same standards as the standards for school meals and snacks in the previous section of this administrative procedure during the mandated USDA Smart Snack &Healthy Hunger Free Kids Act Program mandated hours.(USDA Smart Snack &Healthy Hunger Free Kids Act non compliant food will not be sold from 12 am to one half hour after the end of the school day per USDA Smart Snacks & The Healthy Hunger Free Kids Act.)
4. President or Designee, Wellness Team, Principals & Food Service Director will be responsible to monitor, control, and educate school groups on the merits of offering food and beverages that are predominately sound nutritional choices.

E. Guidelines for Food and Beverages sold as part of school-sponsored fundraising activities

Fundraisers in school-must follow USDA Smart Snacks Rule, Guidance for Principals and Staff. If sold to students during school hours(midnight the night before until ½ hour after the last bell) it must meet Smart Snack guidelines and be run through the Smart snack calculator on the Alliance for a Healthier Generation website. Compliance record needs printed and sent to food service office to be filed.

1. All foods served, in the Valley Christian School District by entities other than Food Services, are of high quality and meet all applicable safety, sanitation,and health laws and regulations.
2. Food from licensed commercial vendors and sources are sold.

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3. Food that does not meet the USDA Smart Snack & Healthy Hunger Free Kids Act Program guidelines will not be sold from 12am to one half hour after the end of the school day per USDA Smart Snacks & The Healthy Hunger Free Kids Act.
 4. Emphasis and promotion of fundraisers that have a physical activity component is strongly encouraged.
 5. Principals will monitor fundraisers to ensure compliance with the Wellness, Nutrition, and Physical Activity procedure and the Guidelines the USDA Smart Snack & Healthy Hunger Free Kids Act
- F. President or Designee will be responsible to monitor, control, and educate school groups and or staffon guidelines for food and beverages served or utilized for education purposes, parties, celebrations, and/ or meetings.
1. To reduce the risk of foodborne illness and allergic reactions, food served in schools must be from licensed commercial vendors and sources. Guideline approved snacks are available for PTA room parties from Food Services.
 2. Shared food items are prohibited (including Birthday treats, classroom snacks, and sharing of food items during lunch)
 3. Food In classroom for instructional purposes is up to the building level principals. All students IHCP/504's must be followed.
 4. Staff who use food for incentives and/ or rewards – Is not an encouraged practice but is at the building level Principal's discretion, If possible follow USDA Smart Snacks Rule, Guidance for Principal and Staff and try to get foods from food services. All students' IHP/504's must be followed.
- G. Other School-Based Activities

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1. The Wellness Team will provide information on opportunities for staff to engage in physical fitness and wellness activities.
 2. The President or Designee will ensure comprehensive annual training of principals in all curricular areas addressed by this administrative procedure, preferably during the annual summer retreat.
 3. The staff in the Health Services will support the health of staff by providing health screening and clinics.
 4. Principals, The Valley Christian Schools President and Board of Education will ensure opportunities for parents, school employees, and community partners to plan, implement, and improve health education, physical activity, and Wellness in their schools.
 5. The School Wellness Team will work to promote the Wellness, Nutrition, and Physical Activity Policy to district staff, students, parents, and the public.

H. Evaluation

1. The President or designee will provide management and oversight of the implementation of the Wellness Policy and the Healthy Schools Program with support from the Wellness Team of Valley Christian School District. The President or Designee in conjunction with the Wellness Team will design an evaluation model to monitor the implementation and effectiveness of the Board Policy and Administrative Procedure.
2. The President or Designee in conjunction with the Wellness Team will implement the evaluation model and review annually.
3. The President or Designee will provide an annual report on the progress of the implementation of this policy and procedure to be presented to the Board on an annual basis.
4. The school system will partner with community organizations and governmental agencies serving children to support programming

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that enhances student and family wellness.

- VI. **MAINTENANCE AND UPDATE OF THESE PROCEDURES:** These procedures originate with the Office of the President, and will be reviewed annually and updated as needed.

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VII. **CANCELLATIONS AND SUPERSEDES:**

VIII. **EFFECTIVE DATE:**