

Indiana Model Local Wellness Policy

Intent of this Policy: *[The following two paragraphs are an explanation of the policy for informational purposes only and should not be adopted as part of the policy.]*

The intent of this model local wellness policy is to provide language for physical activity and nutrition for a sponsor that aligns with best practice recommendations. It is the “ideal” local wellness policy. It is not expected that your sponsor will be able to use all of the best practices as written. Please use the model guidelines that are feasible or revise them to meet the needs and priorities of your sponsor and community.

A sponsor may find it more practical to phase in the adoption of its ideal guidelines than to implement a comprehensive nutrition and physical activity policy all at once. Compromises might be necessary as corporation decision-makers consider the challenges (e.g., limited class time, funding and space constraints) while striving to reach the ideal.

Wellness Policy on Physical Activity and Nutrition

[*School Corporation or Facility Name*] supports the health and well-being of our students by promoting nutrition and physical activity at all grade levels.

In accordance with federal law, it is the policy of [*corporation or sponsor*] 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 corporation meet or exceed the federal nutritional guidelines issued by the U.S. Department of Agriculture.

The School Wellness Policy shall be made available to students and families [*through the school website, in the student handbook, during school registration*]

I. Wellness Committee

The board will engage parents/guardians, food service professionals, teachers of physical education, students, school healthcare professionals, school board members, school administrators, and other interested community members in developing, implementing, monitoring, and reviewing corporation-wide nutrition and physical activity policies. A Wellness Committee will be formed and maintained at the corporation level to oversee the development, implementation and evaluation of the school corporation’s wellness policy.

A. In accordance with state and federal law, the school corporation will form and maintain a corporation level Wellness Committee that includes at least the following:

- Parents/Guardians
- Food Service Director/Professionals
- Teachers of Physical Education
- Students
- School health care professionals/Registered Dietitians/School Nurse
- School board members
- School administrators
- Any interested member of the public
- Representatives of interested community organizations
- 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 Committee shall meet at least annually to review nutrition and physical activity policies and to develop an action plan for the coming year. The Committee shall meet as needed during the school year to discuss implementation activities and address barriers and challenges.
- C. The Committee shall report annually to the Superintendent and the School Board on the implementation of the wellness policy and include any recommended changes or revisions.
- D. The School Board will adopt or revise nutrition and physical activity policies based on recommendations made by the Committee.

II. Wellness Coordinator

The sponsor will identify at least one person as responsible for monitoring the local wellness policy.

III. Standards for USDA Child Nutrition Programs and School Meals

The board 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.

A. School Meal Content

- i. Meals served through the National School Lunch and Breakfast Programs will:
 - 1. Be appealing and appetizing to children;
 - 2. Meet, at a minimum, the nutrition requirements established by the USDA for federally funded programs;
 - 3. Contain 0 percent trans fats;
 - 4. Offer a variety of fruits and vegetables;
 - 5. 80 percent of the grains offered are whole grain-rich
 - 6. 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.
 - 7. Schools are encouraged to purchase or obtain fresh fruits and vegetables from local farmers when practical.
 - 8. Students will have the opportunity to provide input on local, cultural and ethnic favorites.
 - 9. The food services department shall provide periodic food promotions that will allow for taste testing of new foods being introduced on the menu.
 - 10. The sponsor will make substitutions for food and/or beverage components for students with special dietary needs at no additional cost to the student. This includes, but is not limited to, food allergies and/or intolerances, texture modifications, carbohydrate counts, and calorie modifications. Substitutions shall be made on a case-by-case basis.
 - 11. 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.

B. School Meal Participation

- i. To the extent possible, schools will provide the USDA School Breakfast Program to all students.

- ii. To the extent possible, schools will utilize methods to serve school breakfasts that encourage participation including serving through [*breakfast in the classroom, breakfast after the bell, grab and go breakfast*]
 - iii. Schools will inform families of the availability and location of Summer Food Service Program meals, in accordance with the Healthy, Hunger-Free Kids Act of 2010.
- C. Mealtimes and Scheduling
- i. Adequate time will be provided to students to eat lunch (at least 20 minutes after being served) and breakfast (at least 10 minutes after being served).
 - ii. Elementary schools may schedule recess before lunch.
 - iii. School meals will be served in clean and pleasant settings.
 - iv. Students will have convenient access to hand-washing and sanitizing stations.
 - v. Potable (drinking) water must be readily available at all mealtimes.
 - vi. Appropriate supervision will be provided in the cafeteria and rules for safe behavior shall be consistently enforced.
- D. Professional Development
- i. 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.

IV. Nutrition Standards for Competitive and Other Foods and Beverages

- A. [*Corporation or Facility*] will provide and allow foods and beverages that support proper nutrition, promote healthy choices, and comply with federal nutrition standards (Smart Snack Standards) on school grounds including in vending machines, school stores, and concession stands. This also includes food and beverages made available in schools during the school day for events, such as school fundraisers and birthday or classroom celebrations.
- a. Food and Beverages Sold on School Campus
 - i. Will follow guidance based on the Dietary Guidelines for Americans.
 - ii. A la carte, school vending machines, and other foods outside of school meals shall be limited to items that meet the following criteria:
 - 1. No more than 35 percent of total calories from fat,
 - 2. Less than 10 percent of total calories from saturated fats,
 - 3. 0 grams trans fats,
 - 4. No more than 35 percent of calories from total sugars,
 - 5. No more than 200 milligrams of sodium per portion as packaged,
 - 6. No more than 200 calories per package, and
 - 7. 50 percent or more whole grain by weight (for grain-based products)
 - iii. A la carte, school vending machines and other beverages outside of school meals shall be limited to:
 - 1. Water without flavoring, additives,
 - 2. Low-fat and nonfat milk in 8-ounce portions for K-5 students or 12-ounce portions for grades 6-12,
 - 3. 100% fruit juice in 8-ounce portion for grades K-5 and 12 ounces for grades 6-12, and
 - 4. For students in grades 9-12, all beverages other than water, milk, or juice shall be less than 5 calories or less per ounce
 - a. No calorie (10 calories or less) beverages cannot be more than 20 ounces.
 - b. Availability
 - i. A vending machine at an elementary school that dispenses food or beverage items may not be accessible to students.
 - ii. Vending machines in middle and high schools:

1. [Will not be available during mealtimes. OR Will be available at all times containing items that meet the approved nutrition standards.]
 - iii. Vending machines for school staff will not be accessible to students.
 - iv. Food and beverages will not be sold in school stores.
 - v. Students and staff will have free, potable (drinking) water for consumption available in water fountains throughout the school building.
 - c. Concession Stands
 - i. 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.
 - d. Fundraisers
 - i. Fundraising activities will support healthy eating and wellness. [*Corporation or facility*] 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 Smart Snack standards. Fundraisers subject to this rule are those sold during the school day on school grounds. School day is defined as from midnight the night before to 30 minutes after the end of school.
 - ii. *Fundraisers selling food items that do not meet the federal nutrition standards are limited to two such fundraisers per school building per year. Which fundraisers are allowed will be chosen by the School Board and Wellness Committee. [OR] No fundraisers selling food items will be allowed in any school during the school day.*
- B. Non-sold food and beverages:
- a. Non-sold food and beverages will comply with federal nutrition standards.
 - b. Classroom Celebrations
 - i. Classroom celebrations will focus on activities (e.g., giving free time, extra recess, music and reading time) rather than on food.
 - ii. Classroom celebrations that include food will be limited to one per month.
 - iii. Schools shall inform parents/guardians of the classroom celebration guidelines.
 - c. Food as a Reward or Punishment
 - i. Teachers and staff will not use food or beverages as a reward. For example, the use of sugar-sweetened beverages or candy as a classroom reward at any school is not appropriate.
 - ii. School staff will not withhold food or drink at mealtimes or during classroom celebrations as punishment.

V. Marketing of Food and Beverages

- A. Signage or similar media on school campus during the school day may only advertise food and/or beverages provided and sold by the school that meet the competitive foods standards for foods sold in schools (i.e. Smart Snacks).
- B. Marketing that promotes student health will be permitted in school buildings and on school grounds.

VI. Nutrition Education

- A. Nutrition topics shall be integrated within the comprehensive health education curriculum and taught at every grade level according to standards of the Indiana Department of Education.
- B. Schools will link nutrition education activities with existing coordinated school health programs or other comparable comprehensive school health promotion frameworks.
- C. Health education will be provided as part of a comprehensive health education program and taught by a licensed instructor.

- D. The corporation will provide nutrition education training opportunities to teachers and staff for all grade levels.

VII. Nutrition Promotion

- A. Nutrition promotion will include lessons, such as how to read food labels, choosing 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 school staff of the school food service program to use the cafeteria as a “learning lab”. Healthy items, such as vegetables, salad bars 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.

VIII. Physical Activity and Physical Education

The Wellness Committee 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, the Wellness Committee supports physical activity among elementary students by providing them with at least 30 of the recommended 60 minutes of physical activity per day. Each elementary school shall provide daily physical activity in accordance with Indiana Code 20-30-5-7.5.

- A. Physical Education
 - a. All students in grades K-12 will participate in physical education in order to meet the Physical Education Standards. High schools will encourage students to take more than the courses of physical education required for all Indiana diplomas.
 - b. 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.
 - c. 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.
 - d. The physical education program shall be provided adequate space and equipment to ensure quality physical education classes for students.
- B. Daily Recess and Physical Activity Breaks
 - a. 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.
 - b. All teachers will be encouraged to use physical activity breaks during classroom time as often as possible.
 - c. Schools should discourage 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.
- C. Physical Activity Opportunities Before and After School

- a. Schools 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.
- D. 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.

IX. Other School Based Activities

The Wellness Committee supports the health and well-being of our students and staff by creating and promoting policy and environmental support to provide physical activity and healthy eating opportunities.

A. Walking and Bicycling to School

- a. Where appropriate and safe, schools will allow walking and bicycling to school.
- b. To the extent possible, the school corporation will make improvements so it is safer, easier, and more enjoyable for students to walk and bicycle to school.
- c. The school corporation 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. Schools 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.

B. Use of School Facilities Outside of School Hours

- a. School spaces and facilities, such as the playground, gym, pool 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 apply at all times.

C. Staff Wellness

- a. The school corporation 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.
- b. The school corporation will work with local fitness centers to offer reduced membership fees.
- c. Schools will allow staff to use school facilities outside of school hours for activities, such as group fitness classes, walking programs, and individual use.
- d. Staff will be encouraged to participate in community walking, bicycling, or running events.
- e. All staff involved in physical education will be provided opportunities for professional development focusing on physical activity, fitness, health, and wellness.
- f. Schools will promote breastfeeding by making reasonable efforts to provide a private location for employees to express breast milk in accordance with IC 22-2-14-2.

X. Evaluation of the Wellness Policy

A. Evaluation

- a. Through implementation and enforcement of this policy, [*corporation or facility*] will create an environment that supports opportunities for physical activity and healthy eating behaviors. To ensure continuing progress, the Wellness Committee will evaluate implementation efforts and their impact on students and staff at least every three years.
 - i. The three-year assessment must measure

1. the implementation of this policy and its regulations;
 2. the extent to which each school is in compliance with the policy;
 3. the extent this policy compares to other model school wellness policies;
 4. and a description of the progress made in attaining the goals of the wellness policy.
- b. The Wellness Committee will notify the public of the results of the three-year assessment and evaluation.
 - i. The policy and regulations will be revised as needed based on these results.
 - c. The Wellness Committee designates the [*superintendent, principal, school board*] to ensure compliance with this policy and its administrative regulations. The [*superintendent, principal, school board*] is responsible for retaining 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.
 - d. The [*superintendent, principal, school board*] 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 three-year assessment and evaluation.
- B. Implementation and Data Collection
- a. The school corporation will use an evidence-based assessment tool 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 [*superintendent, principal, school board*] is responsible for retaining all documentation of compliance with this policy and its regulations, but the principals shall ensure that their individual schools are in compliance with the corporation's wellness policy every three school years by assessing wellness implementation strategies.
 - c. The principals shall provide a written report to the [*superintendent, dean, head of school*] who will provide the report to the school board.
 - d. The principal's report shall contain the following information:
 - i. the school's progress toward meeting the wellness goals over the previous three school years;
 - ii. the website address for the wellness policy and how the public can receive a copy of the policy;
 - iii. a description of the progress in meeting the goals,
 - iv. a summary of the event or activities related to the implementation of the policy;
 - v. the name, position, and contact information of the school official coordinating the health advisory council or the school's wellness team;
 - vi. and information on how individuals and the public can get involved with the school's wellness team.
 - e. The three-year assessment and evaluation report will be made available to the public by posting it on the school corporation website.