



## **POLICY 2004 Child Nutrition and District Student Wellness Policy (created 10/2/17, revised 11/19/18)**

### **I. Purpose**

The Norman Public Schools recognizes the important role that schools play in the development of children's lifelong health habits, their ability to learn, and their overall well-being. Schools can improve the health of students not only by educating them about the importance of healthy behaviors, but also by implementing policies that promote those behaviors.

Therefore, the District establishes the following policy to promote the health and wellness of students and to ensure its schools comply with those standards established by federal and state law. Specifically, this policy requires all schools in the District to:

A. Allow parents, students, and representatives of the school food authority, physical education teachers, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, review, and update of the school wellness policy.

B. Establish nutrition guidelines that meet or exceed the United States Department of Agriculture's (USDA) school meal requirements and the nutrition standards for competitive foods and beverages (i.e. foods and beverages sold in vending machines or school stores).

C. Create goals for nutrition promotion and education, physical activity and physical education, and other activities that promote student health.

D. Adopt a plan to ensure the policy is properly implemented, regularly assessed, and periodically updated.

### **II. School Meal Requirements**

The District will make nutritious foods available on campus during the school day to promote student and staff health. At a minimum, the District Child Nutrition Program will serve reimbursable meals that meet the [United States Department of Agriculture's \(USDA\) requirements](#) and follow the Dietary Guidelines for Americans (DGA). The District will also ensure that schools will encourage students to start the day with a healthy breakfast and provide breakfast through the USDA School Breakfast Program. Specifically, the District will ensure that all meals are:

A. Accessible, appealing, and attractive to all children

- B. Served in a clean, pleasant, and supervised setting
- C. High in fiber, free of added trans fats, and low in added fats, sugar, and sodium
- D. Respectful of cultural diversity (e.g., students will be encouraged to suggest local, cultural, and favorite ethnic foods) and religious preferences
- E. Reviewed by a registered dietitian or other certified nutrition professional; based on a meal plan provided by a professional resource (such as the State Department of Education, the USDA, the Alliance for a Healthier Generation, or The Lunch Box)

### III. Water

Schools will make clean drinking water available and accessible without restriction and at no charge at every district facility (including cafeterias and eating areas, classrooms, hallways, and faculty lounges) before, during, and after school. Schools will also ensure the following:

- A. Students will be provided drinking cups, glasses, or reusable water bottles in places where meals and snacks are served.
- B. Students will be allowed to bring drinking water from home and take water into the classroom, provided that the water is in a capped container, such as a bottle, to prevent spills.
- C. All water sources and containers will be maintained on a regular basis to ensure good hygiene standards (including drinking fountains, water jugs, hydration stations, and other methods for delivering drinking water).

### IV. Information and Promotion

As required under the National School Lunch Program (7 CFR 210.12), the District will promote activities to involve students and parents in the School Lunch Program. In addition, the District will do the following:

- A. Inform families about the availability of breakfasts for students.
- B. Distribute materials to inform families of the availability and location of free Summer Food Service Program meals for students when school is not in session.
- C. Post information on the nutritional content and ingredients of school meals on menus in the cafeteria, on the District website and/or websites of individual schools, and/or in school newsletters.
- D. Provide applications for reimbursable meal programs to families at the beginning of the school year and make applications available on the District website.

### V. Adequate Time to Eat

The District will allow students at least 10 minutes to eat breakfast and 20 minutes to eat lunch from the time they are seated.

### VI. Competitive Foods and Beverages

All competitive foods and beverages (i.e. foods and beverages sold in vending machines or school stores) sold to students during the school day must meet or exceed the USDA's Smart Snacks standards.

### VII. Other Foods Provided at School

The District will provide parents and teachers with a list of ideas for healthy food as well as non-food alternatives for classroom parties and celebrations.

## VIII. Fundraising

All fundraisers featuring food items must be approved by the building principal, the Director of Elementary and Secondary Education, and district health services coordinator prior to the start of the activity. The District will encourage only food-based fundraisers that are in compliance with Smart Snack standards.

Building principals may request an exemption from the Smart Snack standards requirement. Any fundraisers exempted cannot be held during normal meal service times and may not exceed 14 school days in length. The limits on the number of exemptions, which may be requested per site, are as follows: A. Two (2) fundraisers during the school year at all elementary sites per semester; B. Fifteen (15) exemptions for all middle school sites per semester; and, C. Up to thirty (30) exemptions at each high school site per semester. D. After school concessions are encouraged to include food and beverage options that meet the USDA's Smart Snack Standards.

## IX. Nutrition Education

Schools will offer—and integrate into the core curriculum—nutrition education to all grades (K-12), providing students the knowledge and skills necessary for lifelong healthy eating behaviors. In addition, schools will ensure that nutrition education:

- A. Complies with state learning objectives and standards.
- B. Provides opportunities for students to practice and apply the skills and knowledge taught in the classroom (e.g., by using the cafeteria as a learning lab, visiting local farms, etc.)
- C. Is made available for staff.
- D. Is promoted to families and the community.

## X. Rewards and Punishment

Only food and beverage items that meet Smart Snack standards should be used to reward student behavior. The District encourages non-food and beverage items to be used for rewards and will provide a list of ideas to teachers for alternative reward systems. Food and beverages will not be used to punish academic performance or student behavior. Food, beverages, and candy should not be used to reward or punish academic performance. A qualified student's IEP may contain provisions that supersede this portion of the district policy.

## XI. Nutrition and Healthy Food Promotion

The District will promote healthy food and beverage choices and appropriate portion sizes by doing the following:

- A. Exhibiting posters, signs, or other displays on the school campus that promote healthy nutrition choices.
- B. Providing age-appropriate activities, such as contests, food demonstrations, and taste-testing that promote healthy eating habits.
- C. Offering information to families (via communications with parents, educational workshops, screening services, and health-related exhibitions and fairs) and encouraging them to teach their children about nutrition and healthy eating behaviors.

D. Encouraging school staff to display healthy eating habits and physical activity choices to students (e.g., by eating with students during meal times, consuming only healthy snacks, meals, and beverages in front of students, sharing positive experiences with physical activity with students, etc.)

## XII. Food and Beverage Marketing

Only foods and beverages that meet the USDA's Smart Snacks standards may be marketed in schools.

If a non-compliant piece of advertisement is an immovable feature of a permanent fixture (e.g., a scoreboard), such advertising can remain until the permanent fixture is removed or replaced.

## XIII. Staff Qualifications and Training

The District will follow the USDA's Professional Standards for State and Local Nutrition Programs in selecting local school nutrition program directors. Also, the District will require all personnel in the school nutrition programs to complete annual continuing education and training.

In addition, Child Nutrition Staff will do the following:

A. Receive training in basic nutrition, nutrition education, safe food preparation, and nutrition standards for healthy meals and snacks.

B. Organize and participate in educational activities that support healthy eating behaviors and food safety.

## XIV. Farm-to-School Programs and School Gardens

The District will allow school gardens on District property and each school site will be responsible for the upkeep and maintenance for their school gardens.

The District will encourage local and/or regional products to be incorporated into the school meal program, as available. Schools will be encouraged to take field trips to local farms.

## XV. Physical Education and Physical Activity

### A. General Requirements

The District will ensure that all elementary school students (K-5) participate in a minimum of 160 minutes of physical activity each complete school week whether through physical education, exercise programs, after-school programs, fitness breaks, recess, classroom activities, or wellness and nutrition education.

### B. Recess and Physical Activity Breaks

The District will require schools to provide elementary school students (K-5) at least 20 minutes of recess each day (in addition to the PE requirements). Additionally, the District will develop indoor recess guidelines to ensure students can have adequate physical activity on days when recess must be held indoors. The District will encourage schools with elementary students to hold recess before lunch when feasible, to increase food consumption, reduce waste, and improve classroom attentiveness when students return from lunch.

The district will strongly encourage schools to provide all students short breaks (3-5 minutes) throughout the day to let them stretch, move around, and break up their time spent sitting. These physical breaks may take place during and/or between classroom time.

#### C. Physical Education (PE)

The District will require all schools to establish a comprehensive, standards-based PE curriculum for each grade. Schools will ensure that PE classes and equipment afford all students with an equal opportunity to participate in PE. Elementary school students (K-5) will participate in at least 60 minutes of PE per week throughout the entire school year. Middle and high school students that participate in PE will participate in at least 225 minutes of PE per week throughout the block/semester.

During PE, all students (K-12) will be given the opportunity to participate in many types of physical activity, including both cooperative and competitive games.

All students (K-12) will engage in moderate to vigorous physical activity for more than 50 percent of the PE class time.

PE classes are encouraged to have a teacher/student ratio comparable to core subject classroom size, when feasible.

#### D. Teacher Qualifications, Training, and Involvement

Teachers will receive training on how to integrate physical activity into the curriculum. Some portion of this training will be incorporated into annual professional development.

Schools will allow teachers the opportunity to participate in or lead physical activities throughout the school day.

PE classes will be taught by licensed teachers who are certified in or endorsed to teach PE.

#### E. Punishment and Rewards

Physical activity will not be used or withheld as punishment. (This does not apply to participation on sports teams that have specific academic requirements). The mandated 20-minute recess in grades PK-5 will not be withheld as punishment. The District will provide a list of alternative ways for teachers and staff to discipline students.

The district will strongly encourage teachers to use physical activity (e.g., extra recess) as a reward.

#### F. Grounds, Facilities, and Equipment

Consistent with District Policies and state and federal laws, the District will ensure the availability of proper equipment and facilities that meet safety standards and will conduct necessary inspections and repairs.

## G. Community Use of Recreational Facilities

The District will encourage school staff, students, and their families to participate in physical activity outside of the school day.

## XVI. Active Transportation

The District will do the following, as the infrastructure allows:

1. Encourage children and their families to walk and bike to and from school.
2. Work with local officials to designate safe or preferred routes to school.
3. Encourage participation in the National and International Walk and Bike to School Week/Day.
4. Provide bike racks
5. Encourage parents to supervise groups of children who walk or bike together to and from school.

## XVII. After School Physical Activity and Screen Time

After school programming will do the following:

1. Dedicate at least twenty (20) percent, or at least thirty (30) minutes (whichever is greater), of program time to physical activity, which includes a mixture of moderate to vigorous physical activity.
2. Utilize outdoor space for physical activity as much as possible each day, weather permitting and with appropriate protection from the elements.
3. Provide equal opportunities for children and youth with disabilities to be physically active.
4. Encourage staff to join children and youth in physical activity whenever possible.
5. Limit screen time to less than sixty (60) minutes per day to be used only for homework and other educational or physical activity purposes.

## XVIII. Staff Wellness

The District recognizes that employee health is essential to student health and to creating healthy school environments. Accordingly, the District will implement an employee wellness program that promotes healthy eating, physical activity, and overall health. The District may partner with community agencies and organizations (e.g., local health departments, hospitals, health insurance companies, and local chapters of national organizations, such as the American Cancer Society, American Heart Association, Red Cross, and YMCA) to assist in providing education, services, and resources for staff. The District will do the following to support staff wellness:

### A. Nutrition

1. Encourage foods and beverages that meet Smart Snacks standards at all staff meetings, trainings, special occasions (e.g., birthdays and retirement parties), and other workplace gatherings.
2. Provide employees with access to a refrigerator, microwave, and sink with a water faucet.
3. Provide or partner with community organizations or agencies to offer nutrition education through activities

such as seminars, workshops, classes, meetings, and newsletters.

4. Partner with community organizations or agencies to offer staff accessible and free or low-cost healthy eating/weight management programs.

## B. Physical Activity

1. Promote walking meetings.

2. Encourage 10-minute physical activity breaks into every hour of sedentary meetings, trainings, and other workplace gatherings.

3. Provide access to on-campus athletic facilities, such as gyms, running tracks, basketball courts, tennis courts, and swimming pools.

4. Promote employee participation in physical activity by creating exercise clubs or groups and/or sponsoring employee sports teams.

5. Use posters, pamphlets, and other forms of communication to promote physical activity (including stairwell use, if applicable).

6. Provide information about local physical activity resources and facilities, such as walking trails, community parks, and recreation facilities.

## C. General Wellness

1. Partner with community organizations or agencies to offer voluntary health screenings annually to staff, including free or low-cost health assessments.

2. Partner with community organizations or agencies to provide stress management programs annually to staff.

3. Promote tobacco prevention and provide referral information on cessation services through the Oklahoma Tobacco Helpline.

4. Provide access to a private space (other than a restroom) that has an electrical outlet, and provide flexible paid or unpaid break times to allow mothers to express breast milk and/or breastfeed.

5. Partner with community organizations or agencies to offer immunization clinics (e.g., flu, Tdap, etc.) to staff.

6. Provide or partner with community organizations or agencies to offer free or low-cost first aid and CPR training.

## XIX. Professional Development

The district will provide staff with educational resources and annual training in health and health related topics.

## XX. Implementation, Monitoring, and Evaluation

### A. Leadership

The Superintendent and the Health Services Coordinator shall facilitate the development of the local school wellness policy, oversee appropriate updates to the policy, and ensure each school's compliance with the policy. These identified individuals will be fully versed in the federal and state laws related to the wellness policy.

#### B. Community Involvement

The District will permit parents, students, and representatives of the school food authority, physical education teachers, school health professionals, the school board, school administrators, and the general public to serve on the local school wellness policy committee and participate in the development, implementation, review, and update of the local school wellness policy. To encourage broad public participation in the process, the District will do the following:

1. Actively notify parents and the broader community about the content and implementation of as well as any changes to the wellness policy, whether through electronic communications (e.g., email, District website, etc.), non-electronic means (e.g., mailings, presentations, etc.), or both.
2. Ensure that all outreach and communication is culturally appropriate and translated as needed.
3. Educate community stakeholders on how they can participate in the development, implementation, review, and update of the wellness policy and let them know why their participation is important to the health and wellness of students and the broader community.

#### C. Assessments, Revisions, and Policy Updates

At least once every three years, the District will measure the extent to which schools are in compliance with the local wellness policy, as well as progress made in attaining the policy's goals.