

## WELLNESS POLICIES

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### School Health Advisory Committee

The board 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 corporation-wide nutrition and physical activity policies. A Coordinated School Health Advisory Committee will be formed and maintained at the corporation level to oversee the development, implementation and evaluation of the school corporation's wellness policy.

The Advisory 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.

The Advisory Committee shall report annually to the Principal and the School Board on the implementation of the wellness policy and include any recommended changes or revisions.

The School Board will adopt or revise nutrition and physical activity policies based on recommendations made by the Advisory Council.

### School Lunch and Breakfast Services

Breakfast and lunch are provided to all students at pilotED Schools. pilotED participates in the National School Lunch Program. pilotED 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. Students may choose to have breakfast provided by the school prior to the school day starting. Breakfast is served at 7:30AM daily. Menu calendars will be provided to families each month.

1. 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.
2. 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.
3. Schools are encouraged to purchase or obtain fresh fruits and vegetables from local farmers when practical.
4. Students will have the opportunity to provide input on local, cultural and ethnic favorites.
5. The food services department shall provide periodic food promotions that will allow for taste testing of new healthier foods being introduced on the menu.
6. 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*.
7. 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.

### School Lunch Policy

Students may bring meals from home. Food brought from home must be kept in the student's book bag or in approved storage areas. A student may only eat his/her food from home during times that other students are eating and only in approved locations (i.e. the cafeteria). Foods that are exceptionally messy or provide a distraction among students may be prohibited from school. **Gum is always prohibited.**

### Food in the Classroom Policy

Food and beverages are strictly prohibited during class with the exception of breakfast and a bottle of water. Parents/guardians may bring store-bought snacks for birthdays and holiday related events any time after lunch. If a parent/guardian decides to bring snacks, please bring enough for every student in the class and coordinate with the appropriate teacher. *Certain items may be prohibited as a result of student allergies.*

All non-sold food and beverages will comply with federal nutrition standards.

### Nutrition Marketing and Education

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).

Marketing Goals:

1. Nutrition will be promoted through the school monthly newsletters to families
2. Monthly breakfast and lunch menu are sent home to families
3. A variety of whole fruits are displayed in an attractive bowl in the cafeteria daily
4. Sliced or cut fruit is offered
5. Vegetables are incorporated into the main entrée daily
6. White milk is offered in all beverage coolers
7. Students are offered a taste test of a new entrée at least once a year
8. Wellness stipends are given to staff to promote healthy lifestyles (gym memberships, yoga memberships, purchase of a bike, etc)

Nutrition topics shall be integrated within the Health and Fitness Curriculum and taught at every grade level (K-8) according to 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.

Education Goals:

1. Wellness will be integrated in the Health & Fitness Curriculum, which students receive at least twice each week. These lessons will focus on healthy eating choices, fruits and vegetable varieties, important muscle and bone groups, and physical activity.
2. Community service activities throughout the school year in the school garden to learn about fruit varieties, new flavors, and the origin of foods.
3. Field trips to local farms to study the importance of eating local and fresh produce.

### Lunch Visits and Lunch Drop-off

Parents may deliver lunches to students. However, deliveries made outside of school-designated lunch time will not be provided to students until a passing period at which point they will be given 10 total minutes to complete their meal. If a student regularly forgets or needs lunch deliveries, this policy may be changed.

### Physical Activity and Physical Education

pilotED 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. Additionally, pilotED supports physical activity among elementary students by providing them with at least 75 of the recommended 60 minutes of physical activity per day.

The board 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.

#### Physical Activity Goals:

1. Classroom teachers will provide physical activity “brain breaks” between lessons and classes, as appropriate.
2. The school will provide information about physical education and other school-based physical activity opportunities before, during, and after the school day; and support parents’ efforts to provide their children with opportunities to be physically active outside of school.

#### Physical Education Goals:

3. Classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically active lifestyle.
4. The student teacher ratio for physical education classes will be no larger than other classes (30:1).
5. Students will not be removed or excused from physical education to receive instruction in other content areas.
6. All recesses are scheduled before meals.
7. When outdoor recess is not possible due to inclement weather, recess will be held in the gym with physical activities ready.

#### Other Activities

In addition to Health & Fitness Programming, nutritional marketing, and general nutritional education in the school, pilotED seeks to promote student wellness with a variety of other activities.

#### Other Activities Goals:

1. Schools will host health clinics such as dental, vision, and hearing screenings to help families identify student physical needs.
2. pilotED will collaborate with local government agencies to provide families with access to insurance and other medical care.
3. The school will partner with a local food pantry to bring fresh, organic, and locally sourced produce to school for families in need.
4. The school will host physical activity opportunities for staff such as yoga and taichi.
5. Students and staff will have access to free drinking water during the school day. Students are allowed to bring a water bottle to be kept at their desks.
6. Snacks served during breakfast, lunch, and after-school are compliant within federal requirements for school nutrition.

#### Health Policies

Each pilotED family can sign a release form available through the front office to give administrators permission to provide basic first aid to students who become ill during the day and medication. The following procedures pertain to the health services:

1. After ten (10) minutes of being serviced, the student returns to the classroom or makes arrangements to go home.
2. Only minor first aid services are available at the school.
3. Communicable diseases are reported to the Department of Health.
4. In case of serious illness or injury, parents will be notified by the school and arrangements will be made for students to be picked up or transported to a hospital.
5. It is strongly recommended that medications be given at home when possible. However, recognizing the necessity requiring medication while attending school, the following must apply:
  - a. Self-administration of medication (including over-the-counter medication) by students while in school must comply with school policy. Permission for self-administration must be granted in writing by the parent, the prescribing physician, and school officials.

- b. Medication handed or sent to school administrator to dispense shall be accompanied by a written permission form from the student's parents, guardians, or legal custodians.
  - c. Written instructions from a physician shall be provided with prescription medication to include:
    - Medication in its original container with name of student and physician
    - Type and name of medicine
    - Dosage
    - Daily time for administration
    - Consent of physician and consent of parent (written)
6. Students must have a permission pass from one of their teachers to be admitted for medication.
  7. It is strongly recommended that medication be brought to school by the parent/guardian, particularly for lower school students. Only the amount to be taken should be brought to school in accordance with the amount and frequency of dosage.
  8. If any medication remains at the school when it is no longer to be taken, it is recommended that it be picked up by the parent/guardian/custodian. Such medication shall be sent home upon the written request of the parent/guardian/custodian. Medication shall be destroyed by the school administrator after being held a reasonable time.
  9. Medication brought to school and not meeting these guidelines will not be dispensed.
  10. Failure to follow these procedures could result in disciplinary action.

#### Immunizations

When a student enrolls at pilotED at any time or at any subsequent level, the parent/guardian must show that the student has been immunized or that a current medical or religious objection is on file. Parents must provide the school with complete immunization records prior to the beginning of the school year. In the event a child enrolls in school without proper immunization documentation, the school may grant a waiver for a period not exceeding twenty (20) days.

#### Student Allergies

It is parents and guardians' responsibility to notify school administration of student allergies. In some cases, pilotED may be required to limit what food students can bring to school if other students' allergies are extremely severe. pilotED will notify parents if such a policy is to be enacted.

#### Vision Screening

pilotED will conduct annual vision screenings, using modified clinical techniques, for students unless an eye-care professional requests, in writing, that the child not be tested. The modified clinical technique consists of testing for vision acuity, refractive error, ocular health, and binocular coordination. The school corporation shall use the suggested equipment unless the professional health personnel of the school recommend other equivalent or superior equipment.

#### Hearing Tests

pilotED will conduct annual hearing (audiometer or similar) tests to determine the hearing efficiency of students unless an ear-care professional requests, in writing, that the child not be tested.

Exclusions: The following are symptoms for which a child must be sent/kept home from school and perhaps taken to the doctor:

1. Fever of 100°F degrees or higher. Children must not return to school until they have a normal temperature for 24 hours without Tylenol or Motrin. Children on antibiotics for contagious diseases such as tonsillitis, bronchitis or pneumonia must not return to school until they have taken the medication for 24 hours.
2. Nausea and/or vomiting- Children must stay home for 24 hours after vomiting.
3. Diarrhea- Children must stay home for 24 hours post diarrhea.
4. Sore Throat (pustules and/or blisters in throat) – Children must be fever free for 24 hours. Physician diagnosis will determine if child is contagious or not. If medication(s) are prescribed, child must take meds for 24 hours before returning to school. If child is diagnosed with strep throat or scarlet fever, medication must be taken for 48 hours before returning to school.

5. Rash- Physician diagnosis will determine if child is contagious or not. If child is contagious, he /she cannot return to school until prescribed treatment has been started.
6. Pink Eye or Discharge from Eyes- Children must stay home until a Physician makes a diagnosis, antibiotics have been taken for 24 hours and drainage from eyes has stopped.
7. Lice/Nits/Bed Bugs- Treatment should start immediately. The child is to stay home until nit free for 24 hours. Although students are not required to stay home for bed bugs, please ensure that all of your students' belongings are clean before returning to school. If you require a change of clothes, please contact the School Social Worker. If a student is found to have bugs on their person while at school, a change of uniform will be provided and the School Social Worker will coordinate a home visit.
8. Open or Draining Sores- Physician needs to confirm if the child is contagious or not. Appropriate treatment should be started before child returns to school. Keep open wounds covered at all times while in school.
9. Ringworm – Diagnosis by a physician must be made and anti-fungal treatment needs to be started. While in school the site must be covered.

#### Prohibited Use of All Tobacco and Nicotine Products

Using, possessing, distributing, purchasing or selling any tobacco products is prohibited on campus. This includes smokeless products (chewing tobacco, etc.) the use of smokeless or e-cigarettes, menthol chews, menthol cigarettes, nicotine products, or inhalants.

#### Evaluations

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

The board designates the Principal to ensure compliance with this policy and its administrative regulations. The Principal is responsible for retaining all documentation of compliance with this policy and its regulations, including but not limited to the school's three-year assessment and evaluation report and this wellness policy and plan. The Principal 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 corporation's three-year assessment and evaluation.