

# Rhea County School Nutrition Procedures Manual

## Wellness Procedures

On June 30, 2004, the President signed Public Law 108-265, the Child Nutrition and WIC Reauthorization Act of 2004. Section 204 of this law requires school districts/LEAs participating in the National School Lunch Program and/or School Breakfast Program to develop a local wellness policy that addresses student wellness and the growing problem of childhood obesity, by the school year 2006.

### General Statements concerning Wellness:

- Children need access to healthful foods and opportunities to be physically active in order to grow, learn, and thrive.
- Good health fosters student attendance and education.
- Obesity rates have doubled in children and tripled in adolescents over the last two decades, and physical inactivity and excessive calorie intake are the predominant causes of obesity.
- Heart disease, cancer, stroke, and diabetes are responsible for two-thirds of deaths in the United States, and major risk factors for those diseases, including unhealthy eating habits, physical inactivity, and obesity, often are established in childhood.
- **33%** of high school students do not participate in sufficient vigorous physical activity and **72%** of high school students do not attend daily physical education classes;
- Only **2%** of children (2 to 19 years) eat a healthy diet consistent with the five main recommendations from the My Plate Guidelines.
- School districts/LEAs around the country are facing significant fiscal and scheduling constraints.
- Community participation is essential to the development and implementation of successful school wellness policies.

The Rhea County School District is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of the Rhea County School District that:

- The school district will engage students, parents, teachers, school nutrition professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district-wide nutrition and physical activity policies.
- All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis. Middle school students participate in Physical Education class every day. Elementary students participate in Physical Education class as well as recess unless they are enrolled in band.
- Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
- All schools in our district will participate in available federal school meal programs (including the School Breakfast Program, National School Lunch Program) Schools that qualify may participate in the after-school snack program and the Summer Food Service Program.

# **Local Wellness Policy Components:**

- 1. Nutrition Promotion and Education Goals**
- 2. Physical Activity Goals**
- 3. Nutrition Standards**
- 4. Other School-Based Activities**
- 5. Policy Implementation, Monitoring and Review**
- 6. Public Notification and Stakeholder Involvement**
- 7. Policies for Food and Beverage Marketing**

## **1. Nutrition Education Goals**

### **Nutrition Promotion**

- Rhea County Schools will offer nutrition promotion through various activities. Nutrition Nugget newsletter provided to elementary students at least 5 times per year. A wellness newsletter is posted on school web-site each month. Nutrition tidbits posted on the school menu each month. Posters promoting healthy eating are posted in the dining area. Implement at least 5 Smarter Lunchroom techniques. Televisions are also located in each dining room with nutritional as well as menu related information scrolling during meal time.

### **Nutrition Education**

- Is offered in some schools as part of a sequential, comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health.
- Will be evident in the cafeteria/lunchroom setting by bulletin boards, posters, and menus that promote fruits, vegetables, whole grain products, and low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices.
- Will include community outreach by the use of the LEAs Internet Website, Parent menus and flyers.

- Will discourage teachers from using high fat, sugar, and sodium foods as rewards
- Offer a variety of low-fat foods
- Ensure that whole grain products are made available
- Promote more collaboration between food service staff and teachers
- Offer a variety of fruits and vegetables daily and will offer FRESH fruits/vegetables at least three times per week subject to price and availability.
- Serve a variety of milk, including fat-free, low-fat, flavored and unflavored, on a daily basis. The fat content of chocolate milk will be fat free.

### **Qualifications of School Food Service Staff**

Qualified nutrition professionals will administer the school meal programs. As part of the school district's responsibility to operate a food service program, we will provide continuing professional development for all nutrition professionals in schools. Staff development programs should include appropriate training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility. The School Nutrition Program will follow the USDA Professional Standards for All School Nutrition Employees effective July 1, 2015.

## **2. Physical Activity Goals**

- **Each classroom teacher will encourage physical activity exercises with subject changes or at teacher's discretion in accordance with the state physical activity law. In addition, physical education classes will be offered for all students in grades K-12.**

Encourage the Presidents Physical Fitness Test or approved county wide local physical fitness test in the fall and spring. Rhea County Elementary and Middle Schools are using the Go Noodle Program. All students in grades 4, 6, 8 and wellness class are required to participate in the PACER Program.

- Develop system wide training for coaches of all sports including concussion training as well as Sudden Cardiac Arrest Prevention.

### **Physical Activity and Punishment**

eachers and other school and community personnel will be discouraged from using physical activity (e.g., running laps, pushups) or withholding opportunities for physical activity (e.g., recess, education) as punishment.

Schools should discourage extended periods (*i.e.*, periods of two or more hours) of inactivity. When activities, such as mandatory school-wide testing, make it necessary for students to remain indoors for long periods of time, schools should give students periodic breaks during which they are encouraged to stand and be moderately active.

## **3. Nutritional Guidelines of Foods and Beverages Available on Campus**

The health of today's school environment continues to improve. Students across the country are now offered healthier school meals with more fruits, vegetables and whole grains through the National School Lunch Program and the School Breakfast Program.

Nutrition guidelines are implemented for a la carte, vending and other foods available on the school campus effective July 1, 2006. Beginning July 1, 2014 all Rhea County schools will follow the United States Department of Agriculture Smart Snacks In School, "All Foods Sold in Schools" standards as follows:

The Smart Snacks in School standards published by USDA will build on those healthy advancements by ensuring that all other snack foods and beverages available for sale to students in school are tasty and nutritious.

### **Smart Snacks in Schools' Nutritional Standards for Foods**

Any food sold in schools must:

- Be a "whole grain-rich" grain product; or

- Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or
- Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, vitamin D, or dietary fiber).\*

\*On July 1, 2016, foods may not qualify using the 10% DV criteria

## **Accompaniments**

Accompaniments such as cream cheese, salad dressing and butter must be included in the nutrient profile as part of the food item sold. This helps control the amount of calories, fat, sugar and sodium added to foods.

## **Nutrition Standards for Beverages**

All schools may sell:

- Plain water (with or without carbonation)
- Unflavored low-fat milk
- Unflavored or flavored fat free milk and milk alternatives permitted by NSLP/SBP
- 100% fruit or vegetable juice and
- 100% fruit or vegetable juice diluted with water (with or without carbonation), and no added sweeteners.

Elementary schools may sell up to 8-ounce portions, while middle schools and high schools may sell up to 12-ounce portions of milk and juice. There is no portion size limit for plain water.

Beyond this, the standards allow additional “no calorie” and “lower calorie” beverage options for high school students.

No more than 20-ounce portions of calorie-free, flavored water (with or without carbonation); and other flavored and/or carbonated beverages that are labeled to contain < 5 calories per 8 fluid ounces or = 10 calories per 20 fluid ounces.

No more than 12-ounce portions of beverages with = 40 calories per 8 fluid ounces, or= 60 calories per 12 fluid ounces.

## **Foods must also meet several nutrient requirements**

**Calorie limits:** Snack items: = 200 calories; Entrée items: = 350 calories

**Sodium limits:** Snack items: = 230 mg\*\*; Entrée items: = 480 mg

**Fat limits:** Total fat: =35% of calories; Saturated fat: < 10% of calories; Trans fat: zero grams

**Sugar limit:** = 35% of weight from total sugars in foods

\*\* On July 1, 2016, snack items must contain = 200 mg sodium per item.

## **Other Requirements**

### **Fundraising Activities**

To support children's health and school nutrition-education efforts, foods that do meet nutrition and portion size standards for foods and beverages sold individually will not be used for school fundraising activities. Schools will encourage fundraising activities that promote physical activity. The school district will make available a list of ideas for suggested fundraising activities.

### **Fundraisers**

Food items that meet nutrition requirements are not limited

The standards do not apply during non-school hours, on weekends and at off-campus fundraising events.

The standards provide a special exemption for infrequent fundraisers that do not meet the nutrition standards. Each State agency is responsible for establishing the number of exempt fundraisers that may be held in schools each year.

LEAs may set special exemptions for infrequent school-sponsored fundraisers that sell foods or beverages that do not meet the nutrition standards for Smart Snacks, Such specially exempted fundraisers shall take place no more than twenty (20) days per semester per school site. No specially exempted fundraiser foods or beverages

may be sold in competition with school meals in the food service area during the meal service. The principal of the school shall ensure that the twenty (20) day limit per semester is not exceeded. The principal of each school must keep a list of exempt fund raisers. LEAs shall include the special exemptions set for infrequent school-sponsored fundraisers in the Local Wellness Policy required by the Healthy, Hunger-Free Kids Act of 2010. LEAs may request approval to exceed the twenty (20) day limit per semester from the Department of Education.

### **Snacks**

Snacks served during the school day or in after-school care or enrichment programs will make a positive contribution to children's diets and health, with an emphasis on serving low-fat and less sugar and sodium items. The district will disseminate a list of healthful snack items to teachers, after-school program personnel, and parents.

### **Rewards**

Schools will discourage using high fat and sodium foods or beverages as rewards for academic performance or good behavior and will not withhold food or beverages (including food served through school meals) as a punishment.

### **Celebrations**

Schools will limit the number of celebrations and encourage healthy foods being brought into the schools for celebrations such as popcorn, fresh fruits and vegetables. The Coordinated School Health Supervisor will work with Rhea Fit and the School Health Advisory Committee to disseminate a list of healthy party ideas to parents and teachers. When celebrations occur, parents **will be encouraged** to bring **non-homemade**, pre-packaged foods that are nutritious and safe.

## **Communications with Parents**

The district/school will support parents' efforts to provide a healthy diet and daily physical activity for their children. The district/school will, send home nutrition information; post nutrition tips on school websites and menus at least once per month. Schools should encourage parents to pack healthy lunches and snacks. The Coordinated School Health Supervisor will work with Rhea Fit and the School Health Advisory Committee to provide parents a list of foods and ideas for healthy celebrations/parties, rewards, and fundraising activities.



The Coordinated School Health Supervisor will work with Rhea Fit and the School Health Advisory Committee to provide information about physical education and other school-based physical activity opportunities and support parents' efforts to provide their children with opportunities to be physically active outside of school. Such supports will include sharing information about physical activity and physical education through a website, newsletter, or other take-home materials, special events, or physical education homework.

## **All schools will follow the approved competitive foods policy.**

### **School Meals:**

Meals served through the National School Lunch and Breakfast Programs will:

- be appealing and attractive to children;
- be served in clean and pleasant settings;
- meet, at a minimum, nutrition requirements established by local, state, and federal regulations;
- offer a variety of fruits and vegetables daily and will offer FRESH fruits/vegetables three times per week subject to price and availability...
- serve a variety of milk, including fat-free, low-fat, flavored, and unflavored, on a daily basis. The fat content of chocolate will be fat free.
- ensure that whole grain products are made available.

Schools should engage students and parents, through taste-tests of new entrees and surveys, in selecting foods sold through the school meal programs in order to identify acceptable new, healthful, and appealing food choices.

### **Breakfast**

To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn:

- Schools will, to the extent possible, operate the School Breakfast Program.

- Schools will, to the extent possible, arrange bus schedules and utilize methods to serve school breakfasts that encourage participation.
- Schools that serve breakfast to students will notify parents and students of the availability of the School Breakfast Program.

## **Meal Times and Scheduling**

### **Schools**

- Will provide students with at least 10 minutes to eat after sitting down for breakfast and 20 minutes after sitting down for lunch;
- Will discourage using high fat, sugar and sodium foods as a REWARD or Punishment

## **4. OTHER SCHOOL BASED ACTIVITIES**

### **Cafeteria Atmosphere:**

1. School dining areas have sufficient space for students to sit and consume meals.
2. School dining areas are clean, safe and pleasant environments that reflect the value of the social aspects of eating.
3. Enough serving areas are provided to ensure student access to school meals with a minimum of wait time.
4. Meal times are scheduled near the middle of the day.
5. Students are given adequate time to enjoy eating healthy meals with friends.
6. Food or physical activity will be discouraged from using as a reward or punishment

# **5. Policy Implementation, Monitoring and Review**

## **Policy Implementation**

The Director of School or designee will ensure compliance with nutrition and physical activity wellness policies. At the school level, the principal or designee will ensure compliance with those policies and will report on the school's compliance to the director of schools or designee. Information collected through Coordinated School Health annual reporting mechanisms and School Health Index improvement plans will be utilized to evaluate the effectiveness of the wellness policy's implementation. This may include:

- BMI data
- School Health Index Scorecards
- School nursing logs of student records
- Academic performance
- Coordinated School Health Progress reports
- Physical Activity/Physical Education reports

## **Monitoring**

The Rhea County Director of Schools or designee will ensure compliance with established district-wide nutrition and physical activity/wellness policies and procedures. In each school, the principal or designee will ensure compliance with those policies in his/her school and will report on the school's compliance to the school district superintendent or designee.

School nutrition staff, at the school or district level, will ensure compliance with nutrition policies within school food service areas and will report on this matter to the school nutrition supervisor.

The DOS or designee will develop an assessment by school every three years on district-wide compliance with the district's established nutrition and physical activity wellness policies. That report will be provided to the school board and also distributed to all school health councils, parent/teacher organizations, school principals, and school health services personnel in the district.

The assessment will be repeated to review policy compliance, assess progress, and determine areas in need of improvement. As part of that review, the school district will review our nutrition and physical activity policies; provision of an environment that supports healthy eating and physical activity; and nutrition and physical education policies and program elements. The district, and individual schools within the district, will, as necessary, revise the wellness policies and develop work plans to facilitate their implementation

### **Policy Review**

To help with the review of the Rhea County Wellness Policy, the School Health Index will be used to assess the school's existing nutrition and physical activity environments and policies. The results of this School Health Index will be used to identify and prioritize needs.

## **6. Public Notification**

The public will be notified about the Rhea County School Wellness Policy on the Rhea County Schools' web-site at [www.rheacounty.org](http://www.rheacounty.org) as well as school menus. It may also be included in the back to school packet that is sent home with students at the beginning of each school year. The Rhea County School System will inform and update the public about content included in the Wellness Policy as well as periodically give an assessment of the implementation and compliance with the Wellness Policy. The notification will be made on the Rhea County Schools' web-site at [www.rheacounty.org](http://www.rheacounty.org).

### **Stakeholder Involvement and Participation**

The Rhea County School System will notify parents, PE teachers, school health professionals, school administrators, school board representatives and the general public of the opportunity to participate in the development, implementation, and periodic review and update of the local Wellness Policy. The notification will be posted on the Rhea County Schools' web-site at [www.rheacounty.org](http://www.rheacounty.org). Other efforts to notify potential stakeholder will be done through a district wide e-mail or on school menus.

## **7. Policies for Food and Beverage Marketing**

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health and physical activity. These efforts will be weakened if students are subjected to advertising on District property that contains messages inconsistent with the health information the District is imparting through nutrition education and health promotion efforts. It is the intent of the District to protect and promote student's health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the District's wellness policy.

Any foods and beverages marketed or promoted to students on the school campus\* during the school day\* will meet or exceed the USDA Smart Snacks in School nutrition standards [*or, if stronger, "state nutrition standards"*], such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes an oral, written, or graphic statements made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product. This term includes but is not limited to the following:

- Brand names, trademarks, logos, or tags, except when placed on a physically present food or beverage product or its container
- Displays, such as on vending machine exteriors
- Corporate brand, logo, name, or trademark on school equipment, such as marquees, message boards, scoreboards, or backboards (Note: immediate replacement of these items are not required; however, districts will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that is financially possible over time so that items are in compliance with the marketing policy.)
- Corporate brand, logo, name, or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment; as well as on posters, book covers, pupil assignment books or school supplies displayed, distributed, offered, or sold by the District.

- Advertisements in school publications or school mailings
- Free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product

As the District/school nutrition services/ Athletics Department/ PTA/PTO reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) Decisions should reflect the applicable marketing guidelines established by the District wellness policy.

## **USDA Nondiscrimination Statement**

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. **fax:**  
(833) 256-1665 or (202) 690-7442; or
3. **email:**  
[program.intake@usda.gov](mailto:program.intake@usda.gov)

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