

## WELLNESS POLICY

The Hopkinton School District is committed to creating a healthy school environment that enhances the development of lifelong wellness practices and promotes healthy eating and physical activities that support student and staff achievement.

### **I. Establishment of Wellness Advisory Committee**

The Hopkinton School District will establish a Wellness Advisory Committee. The committee will include representatives from, but not limited to, the administration, parents/guardians, food service staff, nursing staff, physical/health education staff, the student body and the community.

### **II. Nutrition Education**

The goal of nutrition education is to provide learning experiences designed to facilitate the understanding and voluntary adoption of healthy nutritional related habits. Nutrition education shall meet the following criteria:

- A. Students shall receive food and nutrition education that is age-appropriate, interactive, and teaches the skills they need to adopt healthy eating behaviors.
- B. Whenever practical, nutrition education will be introduced into core curriculum of grades K-12 in addition to health and family and consumer science courses.
- C. Nutrition curriculum shall be researched based, consistent with NH state standards and designed to help students learn:
  - 1. the benefits of healthy eating
  - 2. the essential nutrients and their deficiencies
  - 3. the principles of healthy weight management
  - 4. the use and misuse of dietary supplements
  - 5. safe food preparation, handling and storage
  - 6. the kitchen skills to prepare healthy foods, clearly articulating the impact of one method vs. another method (i.e. baking vs. frying)
  - 7. the skills for planning a healthy meal
  - 8. how to use and understand food labels
  - 9. how to critically evaluate nutrition information, misinformation, and commercial food advertising
  - 10. how to assess personal eating habits, set goals, and plan to achieve those goals
  - 11. the importance of physical activity

First Reading: January 9, 2012

Fourth Reading: April 30, 2012

Second Reading: February 20, 2012

Fifth Reading: May 7, 2012

Third Reading: April 9, 2012

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- D. Staff shall have training in nutrition education appropriate to their positions.
- E. Nutrition education materials shall be displayed in all school dining rooms and should be displayed in classrooms as appropriate.
- F. Parents/guardians and community members should be encouraged to participate in nutrition education activities and be provided with information about community nutritional related programs.

### **III. Physical Activity**

The Hopkinton School District recognizes the importance of physical activity in helping students be more productive, content, and focused during the academic day and in promoting healthy lives for students and staff. Accordingly, physical activity shall meet the following guidelines:

- A. Elementary schools will provide at least one daily recess period. Whenever possible, that recess period should be scheduled before lunch.
- B. School personnel shall not use or withhold physical activity as a punishment without approval from a building administrator.
- C. The District encourages the integration of physical activity into all subject matters
- D. The District encourages the utilization of physical activity to enhance instruction (i.e.: periodic walks, stretching, etc.).
- E. Before and after school opportunities for physical activity will be developed and implemented including, but not limited to, interscholastic sports, intramural sports, and fitness classes. The schools are encouraged to utilize student (peer mentors) to support the implementation of the before and after school programs.
- F. Physical activity is encouraged for all Hopkinton school community members (students, teachers, administration, and staff).

### **IV. Nutrition Guidelines for Food Available on Campus (Not Part of the Food Service Program).**

The Hopkinton School District recognizes the importance of healthy eating in academic success and in leading a healthy lifestyle. Furthermore, the Hopkinton School District also recognizes the important role it plays in making food available to both students and staff.

The following guidelines address food provided through fundraising activities, concessions, and vending machines, in classrooms and at special events.

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Fifth Reading: May 7, 2012

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### *A. Fundraising*

1. The Hopkinton School District requires groups/clubs/teams to obtain principal and superintendent prior approval for all food related fundraisers. The superintendent will make available a list of encouraged fundraisers.
2. Groups/clubs/teams must agree to the following guidelines:
  - a) Fundraisers involving food will use only foods that meet the school district nutrition guidelines. ([Exceptions may be granted to seasonal, gift type sales programs.](#))
  - b) Fundraising activities that promote physical activity will be encouraged.

### *B. Concessions\**

1. The Hopkinton School District requires groups/clubs/teams to obtain principal and superintendent approval prior to the selling of concessions at school district functions.
2. Groups/clubs/teams must agree to the following guidelines:
  - a) If dessert type items are being sold (i.e.: candy, baked goods, etc.) a fresh fruit option (i.e.: apples, oranges, bananas etc.) must be included.
  - b) All prepackaged snack items must be from the school district's approved product list. (The list can be obtained at the Hopkinton School District website.)
  - c) The sale of main course type items must include a reduced fat option.

\*Concession sales, though fundraising activities, are bound by the concession policy sub section only.

### *C. Vending*

1. The Hopkinton School District requires groups/clubs/teams to obtain principal and superintendent approval prior to the placement of vending machine in school district facilities.
2. All vending items must be from the school district's approved product list. (The list can be obtained at the Hopkinton School District website.)

### *D. Food in the Classroom and Class or School Wide Special Events*

1. Teachers are encouraged to limit the use of food as an incentive/motivation and as an instructional tool.
2. Building administrators must approve class and school wide celebrations that include food. Every effort must be made to limit such class and school wide celebrations to monthly.
3. Parents/guardians are encouraged to utilize the school district's approved item list when sending in food to a class, school, group, team or club function. Sweets should be limited to one single serving.

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4. Volunteers will be informed of the Hopkinton School District Wellness Policy.

## **V. District Food Service Program**

The following guidelines address food provided through the Hopkinton School District's (hereinafter, the "District") food service program.

### *A. Nutrition Standards*

1. The District shall offer school meal programs with menus meeting or exceeding the meal patterns and nutrition guidelines set forth by the United States Department of Agriculture (USDA).
2. The District shall encourage students to make food choices based on the most current USDA dietary guidelines.
3. The District shall monitor all food and beverages sold or served to students.
4. The District will provide nutrient dense foods at breakfast and lunch at the appropriate portion size according to students' age groups.
5. Whole grain and enriched grain products that are high in fiber, low in added fats and sugars will be served.
6. Fresh, frozen, canned or dried fruits, fruit juices (with no added sugars) and vegetables will be served.
7. Nonfat, low fat, plain and or flavored low fat yogurts and cheeses will be served.
8. Nuts, nut butter, seeds will be offered in the appropriate serving size.
9. Cooked lean meats, poultry, and fish will be served.
10. Condiments (sauces, dressing, dips) will be offered in the appropriate serving size.
11. The District hereby commits to a practice to reduce trans fats being served.

### *B. Food Service Operations*

1. National School Lunch Program:
  - a) The District will provide the opportunity to receive free and reduced meal pricing for all eligible children who qualify.
  - b) The District will implement a process to protect the identity of students who receive reduced or free meals.
2. The District will establish a process to communicate with parents/guardians when a child does not have the appropriate funding in his/her food service account.
3. The District will provide a sandwich and carton of milk for any student who has forgotten lunch and who has a lack of funding in his/her food service account.
4. The District will discourage the sharing of food.

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5. The Food Service Director will develop and distribute a survey regarding the appeal of the menu and other food service related topics biannually.
6. The Food Service Director or designee will post on the school district website the nutritional values of commonly provided foods.
7. The District will provide a clean, safe, enjoyable meal environment with space and serving areas necessary to provide adequate eating time.
8. The District will provide for special dietary needs using the NH Department of Education Special Meals Prescription Child Nutrition Program form.
9. Food Service Staff:
  - a) Food service staff shall comply with all applicable federal, state and local laws governing school food service, including, but not limited to, handling and serving food, storing food, cleaning, and hygiene.
  - b) The District shall provide on-going continuing professional development for the food service staff in order to maintain an effective food safety program (i.e.: serving, storing, cleaning, hygiene, etc.).
  - c) In addition to other hygienic requirements under law, food service workers' hair shall be pulled away from the face and shoulders and properly secured.
  - d) Food service staff shall be updated annually on basic first aid.
  - e) Food service staff shall work closely with the school nurses regarding students with life threatening illness, allergies or other dietary concerns that might affect their health.

## **VI. Monitoring and Policy Review**

- A. The superintendent or designee will ensure compliance with established district wide nutrition and physical activity wellness policies. 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 superintendent or designee.
- B. School food service 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 superintendent (or if done at the school level, to the school principal). In addition, the school district will report on the most recent USDA School Meals Initiative (SMI) review findings and any resulting changes.
- C. The superintendent or designee will develop a summary report every three years on district wide compliance with the district's established nutrition and physical activity wellness policies, based on input from schools within the district. That report will be provided to the school board and also distributed to the Wellness Advisory Committee and school health services personnel in the district, and it will also be made available to the public.

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