CIRCLE CITY PREPARATORY CHARTER SCHOOL

WELLNESS POLICY

Mission Statement: Through excellence in academic instruction and character development, Circle City Preparatory Charter School ensures all K-8 scholars are ambitious, powerful learners and responsible, positive leaders on the path to college and a life of opportunity.

Nutritional Guidelines for All Foods and Beverages

- Promote fruits, vegetables, whole grains, low fat & fat free dairy healthy food to scholars and staff.
- Incorporate nutrition education in classroom instruction in subjects such as Math and Science.
- Nutrition Education will involve sharing information with families and the broader community to positively impact scholars and the health of the community.
- Introduce scholars to new fruits and vegetables.

Nutritional Guidelines for Non-Sold Foods and Beverages

- Comply with the current USDA Dietary Guidelines for Americans and the National Student Lunch Program guidelines.
- Provide and allow foods and beverages that support proper nutrition, promote healthy choices, and comply with federal nutrition standards. This includes food made available in Circle City Prep during the school day for such events as school fundraisers, birthdays, and classroom celebrations.
- Circle City Prep has opted to prohibit vending machines in the school.

Food Based Fundraisers and Smart Snacks

- No fundraisers selling food items will be allowed in any school during the school day.
- As Circle City Prep is a CEP school, no food will be sold to scholars at any time during the school day (to include breakfast, lunch, snack, vending machines, concession stands, and fundraisers).

Food and Beverage Marketing

- Circle City Prep is committed to providing a school environment that ensures an opportunity for all scholars to practice healthy eating and physical activity behaviors throughout the school day while minimizing advertising and marketing distractions.
- Any foods and beverages marketed or promoted to scholars at school during the school day will meet or exceed the USDA nutrition standards.
- Foods of minimal nutritional value, including brands and illustrations, will not be advertised or marketed in educational materials.

Nutrition Education Goals

- To educate, encourage and support healthy eating to scholars of all ages.
- To provide child-friendly USDA information to scholars educating them on portion control and serving sizes of food.
- Provide families with nutritional information (recipes, physical activities, family game ideas).

Nutrition Promotion

- Circle City Prep will continue to find new ways to enhance our breakfast, lunch, and snack process.
- Ensure 100% of foods and beverages promoted to scholars meet the USDA Smart Snacks in School nutrition standards.

Physical Education Goals

- Circle City Prep will create a school environment that is conducive to being physically active through Physical Education classes, seasonal sports, and outdoor play.
- Provide opportunities for scholars to maintain physical fitness for at least 20 minutes per day.
- To meet or exceed the state standards of physical activity for all grade levels.

Other School Related Activities

- Encourage classroom teachers to provide short activity breaks between lessons or classes.
- All school-sponsored wellness events include physical activity and healthy choice opportunities when appropriate.

Evaluation

- Through implementation and enforcement of this policy, Circle City Prep will create an environment that supports opportunities for physical activity and healthy eating behaviors. To ensure continuing progress, we will evaluate implementation efforts and their impact on scholars and staff at least every three years.
- The Manager of Operations is responsible for ensuring compliance with this policy and its administrative regulations. He or she 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 Manager of Operations 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.
- As Circle City Prep is a brand-new charter school in the 2017-2018 school year, we have yet to evaluate the local wellness policy. This evaluation will be completed within the three-year period stated above.

Person Responsible

- The Director of Operations and/or Chief Operating Officer will be responsible for monitoring the local wellness policy.

Committee Members Include

- Alise Dalstrom, Circle City Prep, Head of Schools- Scholar Experience
- Stephanie Cahue, Circle City Prep, Director of Operations
- Tracey Couillard, Circle City Prep, Kitchen Director
- Christian Gleason, Circle City Prep, Health and Wellness Teacher
- LaCari Gant, Circle City Prep, Coordinator of Family Engagement
- Courtney Eckerle, Circle City Schools, Food Service Director
- Parents: Panther Parents (open to ALL parents)
- Scholars: Panther Parents scholars (open to ALL families)

APPENDIX A: GUIDELINES FROM THE IDOE AND USDA

STANDARDS FOR USDA CHILD NUTRITION PROGRAMS AND SCHOOL MEALS

School Meal Content

- Meals served through the National School Lunch and Breakfast Programs will:
  - Be appealing and appetizing to children;
  - Meet, at a minimum, the nutrition requirements established by the USDA for federally funded programs; Contain 0 percent trans fats; Offer a variety of fruits and vegetables;
  - 100 percent of the grains offered are whole grain-rich.
- 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.
- Schools are encouraged to purchase or obtain fresh fruits and vegetables from local farmers when practical.
- Students will have the opportunity to provide input on local, cultural and ethnic favorites.
- The food services department shall provide periodic food promotions that will allow for taste testing of new healthier foods being introduced on the menu.
- 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.*
- 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 Meal Participation

- To the extent possible, schools will provide the USDA School Breakfast Program to all students.
- To the extent possible, schools will utilize methods to serve school breakfasts that encourage participation, including serving breakfast in the classroom, serving “grab-and-go” breakfasts and arranging transportation schedules to allow for earlier arrival times.
- 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. Schools in which more than 50 percent of students are eligible for free or reduced-priced school meals will sponsor the Summer Food Service Program when feasible.
- Schools will provide the After School Meal Program, when it becomes available, in accordance with the Healthy, Hunger-Free Kids Act of 2010.

Mealtimes and Scheduling

- 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).
- Elementary schools will schedule recess before lunch.
- School meals will be served in clean and pleasant settings.
- Students will have convenient access to hand-washing and sanitizing stations.
- Potable (drinking) water must be readily available at all mealtimes.
- Appropriate supervision will be provided in the cafeteria and rules for safe behavior shall be consistently enforced.

Professional Development

- 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.

APPENDIX B: GUIDELINES FROM THE IDOE AND USDA

NUTRITION STANDARDS FOR COMPETITIVE AND OTHER FOOD AND BEVERAGES

Approved Nutrition Standards, based on the nutrition standards of the Institute of Medicine (2007)

- K-12 à la carte, school vending machines and other foods outside of school meals shall be limited to:
- No more than 30 percent of total calories from fat,
- Less than 10 percent of total calories from saturated fats,
- 0 percent trans fats,
- No more than 35 percent of calories from total sugars,
- No more than 200 milligrams of sodium per portion as packaged,
- No more than 200 calories per package, and
- 100 percent of the grains offered are whole grain-rich.

K-12 à la carte, school vending machines and other beverages outside of school meals shall be limited to:

- Water without flavoring, additives, or carbonation,
- Low-fat and nonfat milk (in 8- to 12-ounce portions),
- 100% fruit juice in 4-ounce portions as packaged for elementary/middle school and 8 ounces (2 portions) for high school, and
- All beverages other than water, white milk or juice shall be no larger than 12 ounces.

Availability

- A vending machine at an elementary school that dispenses food or beverage items may not be accessible to students.
- Vending machines in middle and high schools:
- Will not be available during mealtimes.
- Will contain items that meet the approved nutrition standards.
- Vending machines for school staff will not be accessible to students.
- Food and beverages will not be sold in school stores.
- Students and staff will have free, potable (drinking) water for consumption available in water fountains throughout the school building.

Concession Stands

- 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.

Classroom Celebrations

- Classroom celebrations will focus on activities (e.g., giving free time, extra recess, music and reading time) rather than on food.
- Classroom celebrations that include food will be limited to one per month. Food items must comply with federal nutrition standards.

- Schools shall inform parents/guardians of the classroom celebration guidelines.

Food as a Reward or Punishment

- Teachers and staff will not use food as a reward. For example, the use of sugar-sweetened beverages or candy as a classroom reward at any school is not appropriate.
- School staff will not withhold food or drink at mealtimes as punishment.

Fundraisers

- Fundraising activities will support healthy eating and wellness. Schools 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 nutrition 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.

Non-sold food and beverages:

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

Marketing

- 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).

APPENDIX C: GUIDELINES FROM THE IDOE AND USDA

PHYSICAL ACTIVITY AND PHYSICAL EDUCATION

Physical Education K-12

- All students in grades K-12 will participate in physical education in order to meet the Physical Education Standards. Also, high schools will encourage students to take more than the courses of physical education required for all Indiana diplomas.
- 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.
- 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.
- The physical education program shall be provided adequate space and equipment to ensure quality physical education classes for students.

Daily Recess and Physical Activity Breaks

- Each elementary school shall provide daily physical activity in accordance with Indiana Code 20-30-5-7.5.
- All elementary school students will have at least 1 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.
- All teachers will be encouraged to use physical activity breaks during classroom time as often as possible.
- 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.

Physical Activity Opportunities Before and After School

- 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.
- After-school enrichment providers will include physical activity in their programs, to the extent space and equipment allow.

Physical Activity and Remedial Activities/Punishment

- Students will not be removed or excused from physical education to receive instruction in other content areas.
- 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.

APPENDIX D: GUIDELINES FROM THE IDOE AND USDA

OTHER SCHOOL BASED ACTIVITIES

Walking and Bicycling to School

- Where appropriate and safe, schools will allow walking and bicycling to school.
- 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.
- 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.
- 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.

Use of School Facilities Outside of School Hours

- 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.

Staff Wellness

- 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.
- The school corporation will work with local fitness centers to offer reduced membership fees.
- Schools will allow staff to use school facilities outside of school hours for activities such as group fitness classes, walking programs and individual use.
- Staff will be encouraged to participate in community walking, bicycling or running events.
- Physical education will be taught by a licensed physical education instructor.
- All staff involved in physical education will be provided opportunities for professional development focusing on physical activity, fitness, health and wellness.
- 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.

APPENDIX E: GUIDELINES FROM THE IDOE AND USDA

EVALUATION OF WELLNESS POLICY

Implementation and Data Collection

- 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.
- The superintendent 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. The principals shall provide a written report to the superintendent, who will provide the report to the school board. The principal's report shall contain the following information: the school's progress toward meeting the wellness goals over the previous three school years; the website address for the wellness policy and how the public can receive a copy of the policy; a description of the progress in meeting the goals, a summary of the event or activities related to the implementation of the policy; the name, position, and contact information of the school official coordinating the health advisory council or the school's wellness team; and information on how individuals and the public can get involved with the school's wellness team.
- The evaluation of the wellness policy and implementation will be directed by the Coordinated School Health Advisory Council and will be responsible for the three-year assessment of each school's compliance with the policy and its regulations. The three-year assessment must measure the implementation of this policy and its regulations; the extent to which each school is in compliance with the policy; the extent this policy compares to other model school wellness policies; and a description of the progress made in attaining the goals of the wellness policy. As a result of this assessment and evaluation the policy and regulations will be revised as needed.
- The three-year assessment and evaluation report will be made available to the public by posting it on the school corporation website.

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