

**Lincoln Public Schools
Health and Wellness Implementation Procedures
For Health and Wellness Policy JU**

The District will:

Post the Wellness Policy JU on the Lincoln Public Schools website. The district will use a variety of communications at its disposal, including social media, to provide parents and staff with suggestions for supporting the implementation of the Wellness Policy.

Ensure that a process for the periodic/regular review and revision of the Health and Physical Education curricula is in place.

Work with the Food Services Manager to support the implementation of the District Nutrition Standards to ensure compliance with federal and state regulation.

Provide cafeteria facilities in each school with adequate space for food preparation and student dining. These spaces will comply with all state health regulations.

Provide a minimum of 20 minutes to eat lunch to the maximum extent feasible.

Encourage scheduling lunch periods at the elementary schools following recess to the extent feasible.

Encourage all schools to promote participation in School Breakfast program.

Continue to encourage programs and partnerships at each of the schools that provide for before and after school programming that includes opportunities for physical activity, including Before and After the Bell, intramural sports and student led clubs.

Encourage programs that support Staff Wellness in each of the schools.

Food Services will:

Ensure that the National School Breakfast and Lunch program comply with all applicable federal and state regulations.

Ensure that no foods or beverages are advertised in areas accessible to students during meal times unless they could be served to students by the Food Service provider.

Provide students, parents/families with information about School Breakfast and Lunch Programs that will encourage their participation.

Encourage input and feedback from students and parents regarding menu offerings/planning through surveys, tablehostings, tastings, etc.

Work with the Lincoln Public Schools to maintain the facilities needed to provide a food service program that consistently provides a variety of healthy food choices in an appealing manner.

Work with the Lincoln Public Schools to ensure that payment methods for all students are uniform and confidential.

Work with the Lincoln Public Schools to ensure that the School Breakfast and Lunch Program are, at a minimum, budget neutral.

Ensure that all food service personnel are provided with pre-service and on-going training.

Develop a plan to reduce waste and encourage recycling.

The Schools will:

Identify a staff member annually to serve on the District Wellness Committee.

Address the key components (Nutrition, Physical Education/Physical Activity and Staff Wellness) of the District Wellness Policy in the School Improvement Plan.

Be responsible for ensuring that all food sales on school grounds comply with all applicable federal and state laws and regulations and promote the goals of the District Wellness Policy.

Limit school-wide celebrations that involve food to four (4) per year. Each will include no more than two food items that could not be served in the school cafeteria consistent with current federal and state regulation. Soda and other sugar sweetened beverages will not be served.

Classroom celebrations, including birthdays, shall be limited to a maximum of one (1) per month. Non-food items should be strongly encouraged. If food is included, it should comply with the District Nutrition Standards.

Schools will provide parents who provide snacks or food that is served to students during the school day with suggestions for healthy alternatives, consistent with the Wellness Policy and the Rhode Island Nutrition Requirements (RINR).

Ensure that food shall not be used as a reward or a punishment for individual student behaviors unless using food as a reward is specifically detailed in a student's IEP or 504 Plan. In the case of the latter, foods that meet the District's Nutrition Standards shall be strongly encouraged.

Ensure that food will not be sold or distributed at fundraisers before or during the school day as specified in the Wellness Policy. Schools will encourage non-food items or activities for fundraisers.

Ensure that snacks provided as part of school sponsored afterschool or summer programs comply with the District Nutrition Standards.

Physical Education will be provided to all students as required by current state regulation. Students may be excused from PE for a period of no more than 3 days with a parent's note or for an extended period with a note from a physician provided to the school nurse and PE instructor.

Encourage all teachers to provide brief physical activity breaks during the instructional day on a regular basis.

Ensure that a daily recess period is provided for all students in grades K-5. Recess should be provided outdoors to the extent feasible. Recess should not be denied as a punishment or used for remediation or to make-up classwork. Exceptions to this policy requirement shall be recorded by the principal of the school.

Complete the Wellness Assessment as requested.

The Wellness Committee will:

Meet at least twice during each school year to develop an annual plan of work support for the Wellness policy throughout the district and to monitor the implementation process.

Post Minutes of the Wellness Committee meetings on the District website.

Establish subcommittees as needed to address specific elements of the Wellness Policy.

Support local schools in the implementation of the District Wellness Policy by providing resources and suggestions for staff, students, and parents.

Provide an Annual Report to the Lincoln School Committee as required by Wellness Policy. This report will be posted on the District's website.

Provide an Annual Report to the School Committee, including results from the Wellness Assessment. This report will be posted on the District Website.

Information for Parents and Community Members:

Organizations or community groups using Lincoln Public Schools facilities shall be informed of the district's Wellness Policy and strongly encouraged to adhere to its requirements while using a school facility.

Parent organizations, Booster organizations and other school affiliated groups shall be notified of the District Wellness Policy and encouraged to comply with the District Nutrition Standards.

June 10, 2013