



# St. John-Emmanuel Lutheran School Wellness Policy

## I. School Wellness Committee

### Policy Requirements

**Wellness Committee:** Permit parents, students, representatives of the School food authority, teachers of physical education, school health professionals (school nurse), the school board, school administrators, and the school community to participate in the development, implementation, and review and update of the local wellness policy.

### Policy

St. John-Emmanuel Lutheran School will allow stakeholders to participate in the development, implementation, review and revision of the local wellness policy. A School Wellness Committee will be formed and maintained at the corporation level to oversee the development, implementation and evaluation of the school's wellness policy.

- A. In accordance with Indiana Code 20-26-9-18, and the Healthy, Hunger Free Kids Act of 2010 (HHFKA), the school will form and maintain a School Health Advisory Council that may include at least the following:
  - Parents/Guardians
  - Food Service Directors and Staff
  - Students
  - School Health Professionals (school nurse)/Registered Dietitians
  - Physical Education Teachers
  - School Board Members
  - School Administrators
  - Any Interested Members of the School Community
  
- B. Other potential members of the Council include teachers, school nurses, teaching assistants, and community representatives such as recreation professionals, city planners, industry professionals and voluntary service workers.

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- C. The Wellness Committee shall meet regularly 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.
- D. The Wellness Committee shall report annually to the Principal and/or School Board on the implementation of the wellness policy and include any recommended changes or revisions.
- E. The School Board / Governing Authority will adopt or revise nutrition and physical activity policies based on recommendations made by the Wellness Committee.
- A. The School Wellness Policy shall be communicated to essential stakeholders.

### **Rationale for Policy Recommendations**

- A Coordinated School Health (CSH) Advisory Council can assist a school in the promotion and protection of student and employee health. Involving parents/guardians and other community members on a CSH Advisory Council enables the school to use valuable community resources.
- An established and ongoing CSH Advisory Council increase the likelihood for sustained school wellness activities.

### **Other Considerations**

- Determine the scheduling of regular meetings throughout the year.
- Consider assigning specific duties for sub-committees.
- Develop a schedule to make revisions.

### **Suggested Goals**

- Develop a well-represented Wellness Committee, including an annual plan and strategy for communication.

## II. Nutrition

### Policy Requirements

**Nutrition Guidelines:** Include nutrition guidelines for all foods available to promote student health and encourage healthy and informed food choices that may reduce childhood obesity."

**Nutrition Education and Promotion:** Include goals for nutrition promotion and education, physical activity, and other school-based activities that promote school wellness.

**USDA Requirements:** Has assured that the Schools Meals meet the USDA requirements.

### Policy

#### 2A. Nutrition Education and Promotion

Nutrition topics shall be integrated within the comprehensive health education curriculum and taught at every grade level according to standards of the Indiana Department of Education. Schools will link nutrition education and promotion activities with existing coordinated school health programs and Biblical principles of Christian life.

- A. Nutrition education and promotion will be provided as part of a Comprehensive Health Education Program.
  1. Health education will be taught by a licensed health education instructor via annual field trips to McMillen Health Center.
  2. The school will provide nutrition education training opportunities to teachers and staff for all grade levels.
  3. Nutrition education will include lessons that cover topics such as how to read and use food labels, choosing healthy options and portion control.
  4. School staff will collaborate with community groups and organizations to provide opportunities for student projects related to nutrition (e.g., cultivating school gardens, reading food labels and maintaining a caloric balance between food intake and physical activity/exercise).
  5. Nutrition education resources will be provided to parents/guardians.
  6. Healthy items, such as salads and fruits, will be displayed prominently in cafeterias to make healthier choices more appealing.
  7. Nutrition labels will be provided upon request on all foods to allow students to easily identify healthier foods.
  8. Foods of minimal nutritional value, including brands and illustrations, shall not be advertised or marketed in educational materials.

#### 2B. Standards for USDA Child Nutrition Programs and School Meals

St. John-Emmanuel Lutheran School 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.

- A. School Meal Content
  1. Meals served through the National School Lunch Programs will:
    - Be appealing and appetizing to children;
    - Meet, at a minimum, the nutrition requirements established by the USDA

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- for federally funded programs;
  - Contain 0 percent trans fats;
  - Offer a variety of fruits and vegetables;
  - 100% 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. School is 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 may 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.
- B. School Meal Participation
1. The school 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.
- C. Mealtimes and Scheduling
1. Adequate time will be provided to students to eat lunch (at least 20 minutes after being served).
  2. Elementary schools are encouraged to schedule recess before lunch.
  3. School meals will be served in clean and pleasant settings.
  4. Students will have convenient access to hand washing and sanitizing stations.
  5. Students and staff will have free potable (drinking) water for consumption available during school hours in water fountains and water bottles throughout the building.
  6. Appropriate supervision will be provided in the cafeteria and rules for safe behavior shall be consistently enforced.
- D. Professional Development
1. Professional development and training will be provided at least annually to food service manager and staff on proper food handling techniques and healthy cooking practices.

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## **2C. Nutrition Standards for Competitive and Other Foods and Beverages**

St. John-Emmanuel Lutheran School will provide and allow foods and beverages that support proper nutrition and promote healthy choices in vending machines, school stores and concession stands, or as school fundraisers and classroom celebrations.

### **A. Availability**

1. Students and staff will have free, potable (drinking) water for consumption available in water fountains throughout the school building.

### **B. Concession Stands**

1. The concession items sold at school-sponsored events to participants, fans and visitors are encouraged to include at least 50 percent healthy beverages and foods, according to the approved nutrition standards.

### **C. Classroom Celebrations**

1. Classroom celebrations are encouraged to focus on activities (e.g., giving free time, extra recess, music and reading time) rather than on food.
2. Classroom celebrations that include food are encouraged to have healthy options.
3. Teachers shall inform parents/guardians of the classroom celebration guidelines.

### **D. Food as a Reward or Punishment**

1. Teachers and staff are encouraged to have healthy and non-food options available as a reward. For example, the use of sugar-sweetened beverages or candy as a classroom reward is not appropriate.
2. School staff will not withhold food or drink at mealtimes as punishment.

### **E. Fundraisers**

1. Fundraising activities will consider supporting healthy eating and wellness. Schools will consider promoting the sale of non-food items for school-sponsored fundraising.

## **Rationale for Policy Recommendations**

- According to the Indiana Youth Risk Behavior Survey, in 2011 only 6.8 percent of Indiana high school students ate the recommended amount of fruits and vegetables during the past seven days.
- Offering healthier food and drink options at school can send a strong message about the importance and value of healthy eating.
- When students have a choice and have been exposed to healthy food options, they are more likely to consume them (Yale Rudd Center for Food Policy and Obesity, 2010).
- Nutrition policies can be phased in over time.

## **Other Considerations**

- Develop a consistent family wellness program.
- Discuss the usage of vending machines in school and church.
- Survey students to determine cafeteria wants and desires.
- Discuss healthy options for concession stands.
- Consider cafeteria ambiance to encourage healthy eating.

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## **19-20 Goals**

- School Head Cook will continue lunch item tastings with all students 2x/quarter
- St John-Emmanuel will explore ala carte offerings to potentially be offered beginning February 1, 2020.

# III. Physical Activity

## Policy Requirements

**Physical Activity:** Include goals or nutrition promotion and education, physical activity, and other school-based activities that promote school wellness.

## Policy

St. John-Emmanuel Lutheran School 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 and bicycling to school. Additionally, St. John-Emmanuel Lutheran School supports physical activity among elementary students by providing them with at least 30 of the recommended 60 minutes of physical activity per day.

### A. Physical Education

1. All students will participate in physical education in order to meet the Physical Education Standards.
2. Physical education classes will have the same student/teacher ratio used in other classes.
3. The physical education program shall be provided adequate space and equipment to ensure quality physical education classes for students.
4. Physical education will be taught by a licensed physical education instructor.
5. All staff involved in physical education will be provided opportunities for professional development focusing on physical activity, fitness, health and wellness.

### B. Daily Recess and Physical Activity Breaks

1. The school shall provide daily physical activity in accordance with Indiana Code 20-30-5-7.5.
2. 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.
3. All teachers are encouraged to use physical activity breaks during classroom time as often as possible.
4. The school will 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.

### C. Physical Activity Opportunities Before and After School

1. St. John-Emmanuel Lutheran School encourages 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.
2. After-school enrichment providers will include physical activity in their programs, to the extent space and equipment allow.

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- D. Physical Activity and Remedial Activities/Punishment
  1. Students will not be removed or excused from physical education to receive instruction in other content areas.
  2. 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.
  
- E. Use of School Facilities Outside of School Hours
  1. School spaces and facilities may 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.

### **Rationale for Policy Recommendations**

- According to the 2011 Indiana Youth Risk Behavior Survey, only 43.5 percent of Indiana high school students were physically active for a total of at least 60 minutes per day on five or more of the past seven days.
- According to the 2011 Indiana Youth Risk Behavior Survey, only 34.9 percent of Indian high school students attended physical education classes on one or more days in an average week when they were in school.
- Increased physical activity has been linked to higher academic achievement (Ehrlich, 2008).
- Aerobic conditioning may help to improve memory. Exercise may strengthen particular areas of the brain and oxygen intake during exercise may enhance greater connections between neurons (Hillman, Erickson & Kramer, 2008).
- Positive experiences with physical activity and physical education at a young age help lay the foundation for being regularly active throughout life (NASBE, "Fit, Healthy, and Ready to Learn," 2000).
- Physical activity and physical education policies can be phased in over time.

### **Other Considerations**

- Consider ways to provide additional physical education and health instruction time.
- Consider ways to partner with outside agencies to promote overall health and fitness.
- Consider ways to involve all students in afterschool physical activity programs.
- Consider ways to encourage physical activity in the home.

### **19-20 Goals**

- Unity Walk Day, which is held on a Friday in the month of September each year, will continue to be promoted.
- After school physical activity programs (sponsored by SJE or Heritage MS/HS) will be shared, in addition to the organized school sports program.
- Classroom teachers will allow students to have at least one recess/school day.



## **IV. Staff Wellness**

### **Policy Requirements**

There are no policy requirements for Staff Wellness.

### **Policy**

St. John-Emmanuel Lutheran School supports the health and well-being of our staff by creating and promoting policy and environmental supports to provide physical activity and healthy eating opportunities.

#### **A. Nutrition and Physical Activity**

1. St. John-Emmanuel Lutheran School 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.
2. St. John-Emmanuel Lutheran School will allow staff to use school facilities outside of school hours for activities such as group fitness classes, walking programs and individual use.
3. Staff will be encouraged to participate in community walking, bicycling or running events.

### **Rationale for Policy Recommendations**

- Teachers have the opportunity to model Biblical principles on healthy behaviors to their students.
- The implementation of wellness activities can motivate school staff to pursue a healthy lifestyle and establish a greater personal commitment to school health programs.
- The implementation of these policies increases access to opportunities for healthy eating and physical activity.
- Organizations and schools who use wellness programs can decrease healthcare costs by having healthier employees.

### **Other Considerations**

- Consider developing staff-wide health related goals and initiatives.

### **19-20 Goals**

- Eligible staff will have the opportunity to participate in the Vitality program offered by Concordia Health Plan Services.

## **V. Evaluation**

### **Policy Requirements**

**Evaluation:** The School Board / Governing Authority will annual evaluate the school Wellness Policy.

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**Person Responsible:** Designate at least one person responsible for monitoring the school Wellness Policy.

**Communication:** Inform and update stakeholders about the content and implementation of the school Wellness Policies.

## **Policy**

St. John-Emmanuel Lutheran School is committed to enforcing the policies and guidelines included in this document. Through implementation of the school Wellness Policy, St. John-Emmanuel Lutheran School will create an environment that supports opportunities for physical activity and healthy eating behaviors. To ensure continuing progress, the school will evaluate implementation efforts and their impact on students and staff.

### **A. Implementation and Data Collection**

1. The principal shall ensure that the school is in compliance with the school's Wellness Policy by assessing wellness implementation strategies and then report to the SJE Wellness Committee.
2. The evaluation of the Wellness Policy and implementation will be directed by the SJE Wellness Committee.
3. Policy language will be assessed each year and revised as needed.

## **Rationale for Policy Recommendations**

- Evaluating the Wellness Policy and implementation activities will give the school Wellness Committee an opportunity to share their accomplishments with a large audience. This can create a better understanding of why it is important to realize and sustain these wellness efforts.
- An evaluation can also give a school the opportunity to showcase its efforts to strengthen the policy, the implementation of the policy, as well as the policy's impact on students and staff.
- Documenting accomplishments can help a school prepare for future funding requests.

## **Other Considerations**

- Consider using the WellSAT Assessment Tool.
- Consider using the Wellness Policy Evaluation Tool.
- Consider using the Health School Environment Rubric.

## **18-19 Goals**

- St. John-Emmanuel Lutheran School will use the Healthy School Environment Rubric to develop a baseline level of wellness.
- A measurable action plan will be developed and implemented.

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## Contact Information

Any Lutheran School of Indiana stakeholder wishing to express a viewpoint, opinion, or complaint regarding these rules should contact:

Superintendent, The Lutheran Schools of Indiana  
Indiana District – Lutheran Church Missouri Synod  
1145 South Barr Street  
Fort Wayne, IN 46802  
(800) 837-1145 ext. 212

Three administrators revised this resource template. All are willing to provide technical assistance as requested.

- Dr. Jon Mielke, Superintendent, The Lutheran Schools of Indiana  
(800) 837-1145 x212  
jon.mielke@lcms.in.org
- Mr. Mark Muehl, Director, The Lutheran Schools Partnership, Fort Wayne  
(260) 203-4500  
markm@tlspartnership.org
- Mr. Scott Schumacher, Principal, St. Peter's Lutheran School, Columbus  
(812) 372-5266 x2155  
sschumacher@stpeters-columbus.org

## Resources

There are numerous resources available to help assist schools in assessing their Health and Wellness programs, as well as developing and implementing an action plan. Some of these resources include:

- Wellness Policy Evaluation Tool
- WellSAT
- Healthy School Environment Rubric

All of these resources are available in the Appendix of this manual.