

HUGO PUBLIC SCHOOLS WELLNESS POLICY

Purpose:

The Hugo Public School District is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe, and health-promoting learning environments at every level, in every setting, throughout the school year.

The link between nutrition, physical activity, and learning is well documented. Healthy eating and activity patterns are essential for students to achieve their full academic potential, full physical and mental growth, and lifelong health and well-being. Schools have a responsibility to help students learn, establish, and maintain lifelong healthy eating habits and physical activity habits. Well-planned and effectively implemented school nutrition and fitness programs have been shown to enhance students' overall health as well as their behavior and academic achievement in school. Staff wellness is also an integral part of a healthy school environment, because staff members are often daily role models for healthy behaviors. This policy outlines the District's approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day, while minimizing commercial distractions.

Overall Goals:

- Students in the District have access to healthy foods throughout the school day-both through reimbursable school meals and other foods available throughout the school campus-in accordance with Federal and state nutrition standards
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors
- Students have opportunities to be physically active before, during, and after school
- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness
- School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school
- The community is engaged in supporting the work of the District in creating continuity between school and other settings for students and staff to practice lifelong healthy habits
- The District establishes and maintains an infrastructure for management, oversight, implementation, communication about, and monitoring of the policy and its established goals and objectives

This policy applies to all students, staff, and schools in the District.

HEALTHY AND FIT ADVISORY COMMITTEE

The District will convene a representative district wellness committee, the Healthy and Fit Advisory Committee (HFAC), that meets at least four times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation, and periodic review and update of this district-level wellness policy.

The HFAC will represent all schools within the district and include (to the extent possible), but not be limited to; parents and caregivers, students, representatives of the school nutrition program, school educators, school health professionals, school administrators, school board members, health professionals and community members. To the

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extent possible, the HFAC will include representatives from each school building to reflect the diversity of the community.

The Superintendent or designee(s) will convene the HFAC and facilitate development of and updates to the wellness policy, and will ensure each school's compliance with the policy.

Each school will designate a school wellness policy coordinator, who will ensure compliance with the policy.

Implementation Plan

The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan outlines roles, responsibilities, actions, and timelines specific to each school, and includes information about who will be responsible to make what change, by how much, where, and when, as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education, and other school-based activities that promote student wellness. It is recommended that the school use the [Healthy Schools Program online tools](#) to complete a school level assessment based on the Centers for Disease Control and Prevention's School Health Index, create an action plan that fosters implementation, and generate an annual progress report.

This wellness policy and the progress reports when available can be found at the Administrative Office.

Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at Hugo Public Schools' Administrative Offices and/or on Hugo Public Schools' website. Documentation maintained in this location will include but will not be limited to:

- The written wellness policy
- Documentation demonstrating compliance with community involvement requirements, including (1) Efforts to actively solicit HFAC membership from the required stakeholder groups and (2) These groups' participation in the development, implementation, and periodic review and update of the wellness policy
- Documentation of annual policy progress reports for each school under its jurisdiction
- Documentation of the triennial assessment of the policy for each school under its jurisdiction
- Documentation demonstrating compliance with public notification requirements, including:
(1) Methods by which the wellness policy, annual progress reports, and triennial assessments are made available to the public; and (2) Efforts to actively notify families about the availability of wellness policy

➤ *Annual Progress Reports*

The District will compile and publish an annual report to share basic information about the wellness policy and report on the progress of the schools within the district in meeting wellness goals. This annual report will be published around the same time each year in August and will include information from each school within the District. This report will include, but is not limited to:

- The website address for the wellness policy and/or how the public can receive/access a copy of the wellness policy

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- A description of each school's progress in meeting the wellness policy goals
- A summary of each school's events or activities related to wellness policy implementation
- The name, position title, and contact information of the designated District policy leader(s)
- Information on how individuals and the public can get involved with the Healthy and Fit Advisory Committee

The District will actively notify households/families of the availability of the annual report.

➤ ***Triennial Progress Assessments***

At least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- The extent to which schools under the jurisdiction of the District are in compliance with the wellness policy
- The extent to which the District's wellness policy compares to the Alliance for a Healthier Generation's model wellness policy
- A description of the progress made in attaining the goals of the District's wellness policy

The District will actively notify households/families of the availability of the triennial progress report.

COMMUNITY INVOLVEMENT, OUTREACH, AND COMMUNICATIONS

The District is committed to being responsive to community input, which begins with awareness of the wellness policy. The District will actively communicate ways in which representatives of HFAC and others can participate in the development, implementation, and periodic review and update of the wellness policy through a variety of means appropriate for that district. The District will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The District will use electronic mechanisms, such as displaying notices on the district's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the district and individual schools are communicating other important school information with parents.

The District will actively notify the public about the content of or any updates to the wellness policy annually, at a minimum. The District will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

HUGO PUBLIC SCHOOLS WELLNESS POLICY (Cont.)***Community Partnerships***

The District will enhance relationships with community partners (i.e. hospitals, universities/colleges, local businesses, etc.) in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Community Health Promotion and Engagement

The District will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

HEALTH EDUCATION

The District will implement Health Education Curriculum for all grade levels that follow The Oklahoma Academic Standards for Health/Safety Education (PASS Standards for Health/Safety) or National Health Education Standards.

Coordinated School Health

The district adopts the Coordinated School Health Program model that is recommended by the Centers for Disease Control and Prevention (CDC) for planning and coordinated school health activities. This model will help create a school environment that conveys consistent messages and is conducive to healthy eating, physical activity, and wellness for all staff, students and their families.

NUTRITION***School Meals***

Our school district is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, and low in saturated fat, per serving (nutrition label or manufacturer's specification); and to meet the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), Summer Food Service Program (SFSP), and Fresh Fruit Vegetable Program (FFVP). All schools within the District are committed to offering school meals through the NSLP, SBP, SFSP, and FFVP programs, and other applicable Federal child nutrition programs, that:

- Are accessible to all students
- Are appealing and attractive to children
- Are served in clean and pleasant settings

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- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (The District offers reimbursable school meals that meet USDA nutrition standards.)
- Promote healthy food and beverage choices using the following Smarter Lunchroom techniques:
 - Daily fruit options are displayed in a location in the line of sight and reach of students
 - All available vegetable options have been given creative or descriptive names
 - All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal
 - White milk is placed in front of other beverages in all coolers
 - Student artwork is displayed in the service and/or dining areas
 - Daily announcements are used to promote and market menu options
- The District child nutrition program will accommodate students with special dietary needs.
- Students will be allowed at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meal and are seated. Students are served lunch at a reasonable and appropriate time of day.
- Participation in Federal child nutrition programs will be promoted among students and families to help ensure that families know what programs are available in their children's school.
- The Child Nutrition Program will pursue partnerships with local/regional farms or distribution partners to facilitate a Farm-to-School program.

All Foods Available on Campus

Students will only be provided with healthy food and beverage options in vending machines, school stores, and school celebrations. These items will meet the following criteria:

- Fruits, vegetables, whole grains, and related combinations, or nonfat/low fat dairy
 - Snack foods offered to high school students in after school setting and activities are not required to meet this standard.
- Foods low in calories
 - Snacks are ≤ 200 calories per portion as packaged and a la carte entree items do not exceed calorie limits on comparable National School Lunch Program items
- Foods low in fat
 - No more than 35% of total calories from fat
 - Exceptions to this standard are nuts and seeds: fat content will not count against the total fat of the product
 - Less than 10% of total calories from saturated fats
 - Zero trans-fat (< 0.5 g per serving)
- Foods low in added sugar
 - Snacks, foods, and beverages provide $\leq 35\%$ of calories from total sugars per portion as packaged. Exceptions to this standard are:
 - 100% fruits and fruit juices in all forms without added sugar
 - 100% vegetables and vegetable juices without added sugar
 - Unflavored nonfat and low-fat milk and yogurt

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- Flavored nonfat and low-fat milk (≤ 22 g of total sugars per 8 oz. serving)
 - Flavored nonfat and low-fat yogurt (≤ 30 g of total sugars per 8 oz. serving)
- Foods low in sodium
 - Snacks have ≤ 200 mg sodium per portion as packaged or have ≤ 480 mg per entree portion as served for a la carte items
- Caffeine-free foods and beverages
 - An exception is naturally occurring trace amounts of caffeine
- Water without flavoring, additives, or carbonation
- Plain, potable, and free water is available at all times
 - ** At least 50% of available beverages must meet the criteria above
- The remaining available beverage choices must follow the criteria below
 - Sugar-free, made from nonnutritive sweeteners or < 5 calories per portion as packaged
 - Caffeine-free
 - Not vitamin or nutrient fortified (includes but is not limited to vitamin waters, energy drinks, sport drinks)
 - With or without carbonation for flavoring
- Examples of foods and beverages the meet the criteria include:
 - Individual fruits- apples, pears, oranges
 - Fruit cups packed in juice or water
 - Vegetables- baby carrots, broccoli
 - Dried or dehydrated fruits- raisins, cherries, apricots
 - Low-fat, low-salt, whole grain crackers or chips
 - Whole grain, low sugar cereals
 - 100 whole grain mini bagels
 - 8 oz. servings of low-fat, fruit flavored yogurt with ≤ 30 g of total sugars
 - Low-sodium, whole grain bars containing sunflower seeds, almonds, peanuts, or walnuts
 - Unflavored nonfat and low-fat milk
 - Flavored nonfat and low-fat milk (≤ 22 g of total sugars per 8 oz. serving)
 - 100% fruit juice or low sodium 100% vegetable juice
 - 8 oz. servings of low-fat or nonfat chocolate or strawberry milk with ≤ 22 g of total sugars

Staff Qualifications and Professional Development

All school nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education/training requirements in the [USDA professional standards for child nutrition professionals](#). These school nutrition personnel will refer to [USDA's Professional Standards for School Nutrition Standards](#) website to search for training that meets their learning needs.

HUGO PUBLIC SCHOOLS WELLNESS POLICY (Cont.)***Water***

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day and throughout every school campus. The District will make drinking water available where school meals are served during mealtimes.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff and teachers, parents, students, and the community.

The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through at least:

- Implementing evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques
- Promoting foods and beverages that meet the USDA Smart Snacks in School nutrition standards.
- Students are provided only healthy food and beverage options for food beyond the school food services (vending machines, school stores, and food/beverages for snacks and celebrations).
- Food, beverages, and candy will not be used to reward or punish academic performance or student behavior

Nutrition Education

The District aims to teach, model, encourage, and support healthy eating by students. Schools will provide nutrition education and engage in nutrition promotion that:

- Is designed to provide all students with the knowledge and skills necessary to promote and protect their health
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences, and elective subjects
- Include enjoyable, developmentally-appropriate, culturally-relevant, and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits, and school gardens
- Promote fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, and healthy food preparation methods
- Emphasize caloric balance between food intake and energy expenditure (promotes physical activity/exercise)
- Link with school meal programs, cafeteria nutrition promotion activities, school gardens,
- Farm to School programs, other school foods, and nutrition-related community services
- Teach media literacy with an emphasis on food and beverage marketing
- Include nutrition education training for teachers and other staff.

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The District will include in the health education curriculum the following essential topics on healthy eating:

- The relationship between healthy eating and personal health and disease prevention
- Food guidance from MyPlate
- Reading and using USDA's food labels
- Eating a variety of foods every day
- Balancing food intake and physical activity
- Eating more fruits, vegetables, and whole grain products
- Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain trans fat
- Choosing foods and beverages with little added sugars
- Eating more calcium-rich foods
- Preparing healthy meals and snacks
- Risks of unhealthy weight control practices
- Accepting body size differences
- Food safety
- Importance of water consumption
- Importance of eating breakfast
- Making healthy choices when eating at restaurants
- Eating disorders
- The Dietary Guidelines for Americans
- Reducing sodium intake
- Social influences on healthy eating, including media, family, peers, and culture
- How to find valid information or services related to nutrition and dietary behavior
- How to develop a plan and track progress toward achieving a personal goal to eat healthfully
- Resisting peer pressure related to unhealthy dietary behavior
- Influencing, supporting, or advocating for others' healthy dietary behavior

PHYSICAL ACTIVITY

Physical activity during the school day (including but not limited to recess, physical activity breaks, or physical education) will not be withheld or used as punishment for any reason. *"This does not include participation in sports teams that have specific academic requirements."*

To the extent practicable, the District will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will ensure that all school sites are provided with adequate equipment (balls, rackets, and other manipulatives) for every student to be active. The District will conduct necessary inspections and repairs.

- All K – 5th grade students will receive physical education for at least 60 minutes per week and physical activity for at least 60 minutes per week (recess time will not count towards the 60 minutes) throughout the school year.

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- Students in the 3rd - 8th grade physical activity program will participate in a bi-annual health related fitness test.
- Students participating in PE will be moderately to vigorously active more than 50% of PE time. Only medical waivers/exemptions from participation in physical education will be allowed.
- The District physical education program will promote student physical fitness through individualized fitness and activity assessments and will use criterion-based reporting for each student.
- All students will be encouraged to participate in before and after school physical activity programs including intramurals, clubs, and interscholastic athletics.
- Students and staff will collaborate with local recreational departments and youth fitness programs to promote and encourage lifelong physical activity habits.

Physical Education

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts. All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

Essential Physical Activity Topics in Health Education

The District will include in the health education curriculum the following essential topics on physical activity when health education is taught.

The physical, psychological, or social benefits of physical activity:

- How physical activity can contribute to a healthy weight
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related fitness, that is, cardiovascular endurance, muscular endurance, muscular strength, flexibility, and body composition
- Differences between physical activity, exercise, and fitness
- Phases of an exercise session, that is, warm up, workout, and cool down
- Overcoming barriers to physical activity
- Decreasing sedentary activities, such as TV watching
- Opportunities for physical activity in the community
- Preventing injury during physical activity
- Weather-related safety, for example, avoiding heat stroke, hypothermia, and sunburn while being physically active
- How much physical activity is enough, that is, determining frequency, intensity, time, and type of physical activity

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- Developing an individualized physical activity and fitness plan
- Monitoring progress toward reaching goals in an individualized physical activity plan
- Dangers of using performance-enhancing drugs, such as steroids
- Social influences on physical activity, including media, family, peers, and culture
- How to find valid information or services related to physical activity and fitness
- How to influence, support, or advocate for others to engage in physical activity
- How to resist peer pressure that discourages physical activity

Recess

All elementary schools will offer at least **20 minutes of recess per day**. If recess is offered before lunch, schools will have appropriate hand-washing facilities and/or hand-sanitizing mechanisms located just inside/outside the cafeteria to ensure proper hygiene prior to eating and students are required to use these mechanisms before eating. Hand-washing time, as well as time to put away coats/hats/gloves, will be built in to the recess transition period/timeframe before students enter the cafeteria.

- ***Outdoor recess will be offered when weather is feasible for outdoor play.***

In the event that the school or district must conduct **indoor recess**, teachers and staff will follow the indoor recess guidelines that promote physical activity for students, to the extent practicable. Each school will maintain and enforce its own indoor recess guidelines.

Recess will complement, not substitute for physical education class. Recess monitors or teachers will encourage students to be active, and will serve as role models by being physically active alongside the students whenever feasible.

Physical Activity Breaks (Elementary and Secondary)

The District recognizes that students are more attentive and ready to learn if provided with periodic breaks when they can be physically active or stretch. It is recommended that students will be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical school week. The District recommends teachers provide short (3-5 minute) physical activity breaks to students during and between classroom times. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods.

The District will provide training, resources and links to resources, tools, and technology with ideas for physical activity breaks.

Active Academics

Teachers will incorporate movement and kinesthetic learning approaches into "core" subject instruction when possible (e.g., science, math, language arts, social studies, and others) and do their part to limit sedentary behavior during the school day.

The District will support classroom teachers incorporating physical activity and employing kinesthetic learning approaches into core subjects by providing annual professional development opportunities and resources, including

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information on leading activities, activity options, as well as making available background material on the connections between learning and movement.

Teachers will serve as role models by being physically active alongside the students whenever feasible.

Before and After School Activities

The District offers opportunities for students to participate in physical activity either before and/or after the school day (or both) through a variety of methods. The District will encourage students to be physically active before and after school through participation in clubs, varsity sports or community organizations.

Active Transport

The District will support active transport to and from school, such as walking or biking. The District will encourage this behavior by engaging in the activities below; including but not limited to:

- Designation of safe or preferred routes to school
- Promotional activities such as participation in International Walk to School Week, National
- Walk and Bike to School Week
- Secure storage facilities for bicycles and helmets
- Instruction on walking/bicycling safety provided to students
- Crossing guard is used

OTHER ACTIVITIES THAT PROMOTE STUDENT WELLNESS

The District will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes.

Fundraising

School fundraising activities that include the sale of healthy foods, beverages and non-food items is a public demonstration of the school's commitment to promoting healthy behaviors among students, families and the communities at large, while helping clubs, groups or organizations meet their financial needs.

- Fundraisers sponsored by the school or that occur on campus during the school day will be supportive of healthy eating.
- For fundraising activities outside the school day; Clubs, Groups and Organizations should support children's health and reinforce nutrition lessons. Our district encourages that fundraising activities should only include healthy foods and/or physical activity and/or non-food items.
- Our District will not allow food of minimal nutritional value to be sold.

HUGO PUBLIC SCHOOLS WELLNESS POLICY (Cont.)***Access to Facilities for Physical Activity after School Hours***

Students, parents, and other community members will have access to, and be encouraged to use, the schools outdoor physical activity facilities outside the normal school day.

School Gardens

The District allows school gardens and dedicates resources (i.e. land, water, containers, raised beds, etc.) for school gardens. The District supports the incorporation of school or community gardens into the standards based curriculum as a hands-on, interdisciplinary teaching tool to increase knowledge and influence student food choices and lifelong eating habits. The district will support the sustain ability of school gardens through activities that could include: fundraising, solicitation of community donations, and the use of existing resources.

STAFF WELLNESS AND HEALTH PROMOTION

Schools in the District will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. Examples of strategies schools will use, as well as specific actions staff members can take, include on-site flu vaccinations and on-going health related professional development. The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low-cost.

Professional Learning

When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help District staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

DEFINITIONS

School Day - midnight the night before to 30 minutes after the end of the instructional day.

Extended School Day - the time during before and after school activities that includes; clubs, intramural sports, interscholastic athletics, band and choir practice, drama rehearsals, etc.

School Campus - areas that are owned or leased by the school and used at any time for school-related activities.

Nutrition Education - a planned sequential instructional program that provides knowledge and teaches skills to help students adopt and maintain lifelong healthy eating habits.

Foods of Minimal Nutritional Value - Foods having less than 5 percent of the Recommended Daily Allowance (RDA) per serving for eight key nutrients (calories, total fat, saturated fat, protein, calcium, iron, vitamin A, vitamin C) and include soft drinks, water ices, chewing gum and certain candies.

Triennial - recurring every three years.