



## *School Wellness Policy on Physical Activity and Nutrition*

### **Philosophy**

Burris Laboratory School supports the health and well-being of all students by promoting nutrition awareness and physical activity at all grade levels.

### **Purpose and Goal of Policy**

The link between nutrition, physical fitness, and learning is well documented in the literature. Healthy eating patterns are essential for students to achieve their full academic potential, full physical and mental growth (Harris-Dawson, 1992), and lifelong health and well-being, as well as, reducing the onset of many chronic diseases as adults (Erjavac et al, 2015; Pucher et al, 2013; Saklofske et al, 2012). Well-planned and well-implemented school nutrition programs have been shown to positively influence students' eating habits (Ogunsile, 2012). Additionally, purposefully designed physical education programs (Mullender-Wijnsma, 2015) and classroom physical activity has shown improved academic and behavior success (Blom et al, 2011). Schools have a responsibility to assist and guide students and staff in establishing and maintaining lifelong, healthy eating patterns (Pucher et al, 2013).

By emphasizing health in school, students will possess the knowledge and skills necessary to make nutritious and enjoyable food choices for a lifetime (Martin & Oakley, 2008). In addition, the staff is encouraged to model healthy eating and physical activity as a valuable part of daily life. Burris Laboratory School shall prepare, adopt, and implement a comprehensive plan to encourage daily healthy eating and physical activity. Professional development will be provided to help all staff effectively integrate physical activity and improved nutrition education in the classroom. This plan shall make effective use of diverse school and community resources and equitably serve the needs and interests of all students and staff, including gender and cultural differences (Saklofske et al, 2012; Cacavas, et al, 2011). The school's Health and Wellness Advisory Committee will provide ongoing input for revisions to this plan leading toward the ultimate goal of improving comprehensive student learning.

### **Component 1: Wellness Committee Members**

A) The Burris Laboratory School has established a Health and Wellness Advisory Committee of parents, students, faculty, PE and health professionals, food service professionals, staff, administrators, and person from the general public who will share in the mission to address

nutrition and physical activity issues and develop, implement, and evaluate guidelines that support a healthy school nutrition environment. The Health and Wellness Advisory Committee shall offer revisions to these guidelines annually or more often if necessary. (Indiana Code 20-26-9-18) (Ball State Dining will be asked to identify this person yearly.

B) The Health and Wellness Advisory Committee will address concerns including, but not limited to, the types of foods available in the building, sufficient mealtime, nutrition education, and physical activity.

C) Nutrition education will be integrated across the curriculum and physical activity will be encouraged daily.

D) The Ball State Dining staff will participate in making decisions and guidelines that will affect the school nutrition environment.

E) The School Wellness Policy will be made available to students and families by means of school registration, the student handbook and the school's website.

### **Component 2: USDA School Meals**

A) Burriss Laboratory School will offer breakfast and lunch. Students and staff are highly encouraged to promote and participate in these programs.

B) Professionally qualified Ball State Dining personnel will be responsible for ensuring meals served at Burriss Laboratory School meet the National Standards for School Meals set by the U.S. Department of Agriculture. Ball State Dining personnel will attend professional development activities, as required by the Ball State Universities' department of Environmental Safety.

C) Food safety will be a key part of the school food service operation; with annual training of Ball State Dining personnel and food safety inspections will be completed by Ball State Universities' department of Environmental Safety as required by the state of Indiana. Ball State Dining will perform additional internal food safety inspections throughout the school year.

D) Menus served will meet nutrient standards established by the U.S. Department of Agriculture, including food-based menu planning principles, featuring a variety of healthy choices that are tasty, attractive, of excellent quality, and meet food safety standards. (Tasty and attractive are both subjective but can be measured through student opinions on a survey)

E) Each meal will follow the offer versus serve guidelines outlined in the U.S. Department of Agriculture's 2013-2014 National Standards for School Meals:

- a. Daily fruit and vegetable options
- b. Fat free and low-fat milk choices
- c. At least half of all grain items are "whole grain" rich
- d. Meat and meat alternates
- e. Adherence to age-specific calorie ranges
- f. Zero trans fats and limited saturated fats

F) Mealtimes will be scheduled with adequate time for students to eat lunch (at least 20 minutes after being served) and breakfast (at least 10 minutes after being served).

- G) Drinking fountains will be available for students to get water at meals and throughout the day and a dispenser of water with cups will be available in the dining room at refillable drinking stations on the building main floor.
- H) School meals will be served in a clean and pleasant setting.
- I) Students will have convenient access to hand-washing and sanitizing stations.
- J) Appropriate supervision will be provided in the cafeteria and rules for safe behavior will be consistently enforced.
- K) Burriss Laboratory School personnel along with Ball State Dining will schedule enough time so students do not have to spend too much time waiting in line.
- L) Burriss should not schedule tutoring, pep rallies, assemblies, club/organization meetings, and other activities during meal times.
- M) A minimum 30-minute uninterrupted lunch period will be scheduled to allow students to eat, relax, and socialize.
- N) Burriss Laboratory School will encourage socializing among students and between students and adults. Adults will properly supervise dining rooms and serve as role models to students by demonstrating proper conduct and voice level.
- O) Creative and innovative methods will be used to keep noise levels appropriate.

### **Component 3: Food and Beverage Nutritional Guidelines**

- A) The Health and Wellness Advisory Committee will develop and recommend guidelines on nutrition standards for food and beverages offered through parties, celebrations, social events, and any school functions (including concession stands at sporting and academic events). The administration will implement these guidelines.
- B) The preponderance of food and beverages available or sold to students at school will include items that are low in total fat, saturated fat, sodium, and sugar. Staff, students, and parents will be encouraged to provide items that are low in total saturated fat, sodium and sugar for all school activities in which food is provided.
- C) During the middle school and high school lunch periods students may visit the “Snack Zone” located in the Burriss Laboratory School’s cafeteria where they can choose from a variety of healthy snacks after finishing their school lunch. A complete list of items is available on the Burriss website. Items served in the Snack Zone are in compliance with the U.S. Competitive Foods Interim Final Rule and cannot be used as part of a reimbursable meal.
- D) All foods sold at Burriss Laboratory School will be in compliance with the Nutrition Standards established by the U.S. Department of Agriculture outlined in the Competitive Food Interim final rule.
- E) K-12 a la carte, school vending machines and other beverages outside of school meals shall meet the mandated nutritional standards.

F) The availability of vending machines

- a. In accordance with Indiana Code 20-26-9-19, a vending machine at an elementary school that dispenses food or beverage items may not be accessible to students
- b. Vending machines in middle and high schools will contain items that meet the approved nutrition standards
- c. Vending machines for school staff will not be accessible to students
- d. Students and staff will have free drinking water for consumption available in water fountains throughout the school building.

**Component 4: Nutritional Guidelines for non-sold foods and beverages**

A) Drinking water will be readily available at all mealtimes and at refillable stations on the main floor.

B) School staff shall use food as a reward for student accomplishment sparingly. The withholding of food as punishment for students will be prohibited. For example, restricting a child's selection of fruit due to misbehavior in the classroom.

C) Faculty and staff will receive professional development on current research and guidelines provided by the Center of Disease and Control (CDC) in regard to classroom non-sold food items and beverages.

D) Burris Laboratory School will provide food and nutrition resources to parents to assist them in providing safe and nutritious foods for their children. Parents will consult the school nurse regarding foods and menu items for students who require dietary accommodations for medical reasons.

E) Classroom Celebrations

- a. Classroom celebrations will focus on activities (e.g., giving free time, extra recess, music and reading time) rather than on food.
- b. Classroom celebrations (such as holidays or events) will include food that meets the nutritional standards established by the U.S. Department of Agriculture outlined in the Competitive Food Interim final rule.
- c. School personnel will inform parents/guardians of the classroom celebration guidelines.

F) Food as a Reward or Punishment

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

**Component 5: Food and Beverage Marketing**

A) School Meal Content will be nutritious and student-friendly. Each meal provided by Burris will be prepared and served by Ball State Dining.

- B) Ball State Dining will share and publicize information about the nutritional content of meals with students and parent/guardians. Daily menus will be available in the school newsletter and website, while full nutrition and ingredient information will be available online via NetNutrition and in the nurse's office. Additional information can be made available upon request.
- C) Facility design will be given priority in renovations and new construction.
- D) Students will receive positive, motivational messages, both verbal and non-verbal, about healthy eating and physical activity throughout the school setting. All school personnel will help reinforce these positive messages.
- E) Burris will consider student needs in planning for a healthy school environment. Students will be asked for input and feedback through the use of student surveys and attention will be given to their comments.
- F) Burris will promote healthy food choices and will discourage advertising that promotes less nutritious food choices.
- G) Healthy eating and physical activity will be actively promoted to students, parents, teachers, administrators, and the community at registration, PTO/PTA meetings, Open Houses, Health Fairs, teacher in-services, etc.
- H) Burris will spread the word to the community about a healthy school nutrition environment through classroom and school newsletters.
- I) Ball State Food Service personnel will spread awareness of fruit and vegetable tray offerings for class birthday and holiday parties.
- J) Fundraisers
- a. Fundraising activities will support healthy eating and wellness. Burris 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 of *The Healthy Hunger-Free Kids Act of 2010*.
  - b. Fundraising activities that take place outside of the Burris, such as cookie dough or frozen pizza sales, are exempt from the nutrition standards as long as distribution of order forms and food are not sold or consumed on school grounds during school hours.

### **Component 6: Nutrition Education**

- A) Burris Laboratory School will follow the health education curriculum standards and guidelines as stated by the Indiana Department of Education and provide a link to nutrition education activities.
- B) Students in kindergarten through grade 12 will receive nutrition education that is interactive and teaches the skills needed to adopt healthy eating behaviors. Teachers will be encouraged to integrate nutrition education into core curriculum areas such as math, science, social studies, and language arts as applicable.
- C) Nutrition education will be offered in the school dining room and in the classroom, with

coordination between Ball State Dining's Wellness Nutritionist and teachers. Teachers can display posters, videos, websites, etc. on nutrition topics.

D) Burriss Laboratory School teachers are encouraged to participate in the U.S. Department of Agriculture's nutrition programs such as "Team Nutrition" and conduct nutrition education activities and promotions that involve students, parents, and the community.

E) Nutrition education will include lessons that cover topics such as, how to read and use food labels, choosing healthy options and portion control.

F) Foods of minimal nutritional value, including brands and illustrations, will not be advertised or marketed in educational materials.

### **Component 7: Nutrition Promotion**

A) Burriss personnel, along with parents, will encourage students to choose and consume balanced, healthy meals.

B) Students will receive positive, motivational messages, both verbal and non-verbal, about healthy eating and physical activity throughout the school setting. All school personnel will help reinforce these positive messages.

C) Burriss will consider student needs in planning for a healthy school environment. Students will be asked for input and feedback through the use of student surveys and attention will be given to their comments.

D) Burriss will promote healthy food choices and will discourage advertising that promotes less nutritious food choices.

E) Healthy eating and physical activity will be actively promoted to students, parents, teachers, administrators, and the community at registration, PTO/PTA meetings, Open Houses, Health Fairs, teacher in-services, etc.

F) Burriss will spread the word to the community about a healthy school nutrition environment through classroom and school newsletters.

G) Ball State Food Service personnel will spread awareness of fruit and vegetable tray offerings for class birthday and holiday parties.

H) Positive nutritional environment and information will be provided for students, such as activity sheets, posters, New Food Friday stickers, newsletters, school monitors, designated high school eating areas, etc.

### **Component 8: Physical Activity and Physical Education**

Burriss 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 encouraging walking and bicycling to school.

#### **Physical Education K-12**

A) All students in grades K-4 will participate in physical education daily for 30 minutes, grades 4-5 will participate in physical education 4 days for 30 minutes.

- B) Middle and high school students will participate in physical education throughout their middle school years in order to meet the Physical Education Standards.
- C) High school students will be encouraged to take more than the required courses of physical education required for all Indiana diplomas.
- D) Physical education classes will have the same student/teacher ratio used in other classes. In Indiana, the ratio for a single school will not exceed an average of 30 to 1.
- E) The physical education program will provide adequate space and equipment to ensure quality physical education classes for students.
- F) A licensed physical education instructor will teach physical education.
- G) The physical education program will provide a safe, nurturing learning environment for every child through a fitness-infused, skill-based, differentiated curriculum that aligns with National and State standards.
- H) The physical education staff will participate in state, national, and professional development opportunities in order to learn and provide the safest and most effective physical education and fitness instruction.
- I) The physical education staff will model nutritional and physical activity behaviors of the Burriss Laboratory School's wellness policy.
- J) Students will be exposed to a variety of sport and lifelong activities and encouraged to foster a desire to pursue physical activities outside of the school environment acquiring the skills for a healthy adult lifestyle.
- K) The physical education program will use cross-curricular strategies to integrate health and nutritional education regarding the 5 fitness components.
- L) Physical Education Teachers will provide K-5 students with standard base report cards.
- M) All students in Physical Education will receive a Fitnessgram printout yearly.

### **Daily Recess and Physical Activity Breaks**

- A) Students in grades K-5 will have daily physical activity accordance with Indiana Code 20-30-5-7.5
- B) All students in grades K-5 will have at least one 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. The recess period will be outdoors when possible (McCurdy et al, 2010). If outdoor recess is not possible due to inclement weather, teachers will provide a 20-minute active indoor activity break in the classroom.
- C) All teachers will be encouraged to use physical activity breaks during classroom time as often as possible, i.e. Brain-Breaks.
- D) Extended periods of inactivity (2 or more hours) are discouraged. During events such as mandatory school-wide testing, teachers will give students periodic breaks for moderate physical activity.
- E) Staff will be provided professional development opportunities to learn and apply physical activity and Brain-Breaks in the classroom.
- F) Burriss will provide yearly, school-wide events, field trips, and primary grade field days. i.e. Field Day, Olympic Day, and Owl Walk

### **Physical Activity Opportunities Before and After School**

- A) Burris Laboratory School will offer interscholastic sports and voluntary activities to increase opportunities for physical activity before and/or after school, taking into account student interest and supervisor availability.
- B) Wellness and Fitness Clubs
- C) Students will be provided all-inclusive, community building, physical activity opportunities such as fitness club.

### **Physical Activity and Remedial Activities/Punishment**

- A) All effort will be given to not remove or excuse students from physical education to receive instruction in other content areas.
- B) School staff members are encourage not to use physical activity (e.g. running laps, push-ups) or withhold physical activity as punishment (Cain-Heard, 2014; Moyer, 2014; Pelligrini, 1995; Samuels, 2009).

### **Use of School Facilities Outside of School Hours**

- A) School spaces and facilities, such as the playground and gym will be made available to students, staff and community members before, during and after the school day; on weekends and during school vacations. School policies concerning safety will apply at all times.

### **Component 9A: Other Activities**

Burris makes every attempt through a variety of school services to give opportunities that shows value to the whole student; physical, social, and emotional across curriculums, nutritional, and physical education.

- A) To help provide students and families with nutritional security, Burris has developed a Food Bank of non-perishable foods for families in need.

### **Component 9B Staff Wellness**

Burris 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) Burris Laboratory School faculty and staff have access to the recreation facilities of Ball State University at a low.
- B) Burris Laboratory will allow staff to use school facilities outside of school hours for activities such as group fitness classes, walking programs and individual use.
- C) Staff will be encouraged to participate in community walking, bicycling or running events.
- D) At least 50% of the food options available at staff meetings will meet the approved nutrition standards.
- E) Burris Laboratory School will promote breastfeeding by making reasonable efforts to provide a clean and private location and breaks for employees to express and store breastmilk, in accordance with Indiana Code 22-2-14-2.

- F) A) A review will be conducted in the spring semester of each year to identify areas of improvement. The Burris Wellness Committee will report their findings to the principal and develop with him/her a plan of action for improvement.
- B) Before the end of each school year The Burris Wellness Committee will recommend any revisions the Student Nutrition/Wellness Plan it deems necessary to the Superintendent.
- C) The Burris Wellness Committee will report annually to the Principal the progress of the committee and the status of compliance by the school.

### **Component 10: Evaluation**

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

- A) Implementation and Data Collection
- a. Burris Laboratory School will use PECAT, HCAT, Health School Guidelines, and FitnessGram as evidence-based assessment tools 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.
  - b. The school administration will ensure that Burris is in compliance with the wellness policy halfway through the school year by assessing wellness implementation strategies and meeting with the Burris Wellness Committee. The administration will then report to the Superintendent, who will provide a report to the Burris Advisory Council.
  - c. The Burris Wellness Committee will direct the evaluation of the School Wellness Policy and implementation.
  - d. Policy language will be assessed each year and revised as needed.

### **Component 11: Personal Responsibility Staff Wellness**

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### **Component 12: Communication**

- A) Burris will provide a Wellness tab on the Burris website where parents, students, staff, and the community can view updated information on nutrition and wellness policies.
- B) Below are a list of links and resources for parental access year round on the Burris Website

CDC –Healthy Schools Website

<https://www.cdc.gov/healthyschools/index.htm>

CDD- Tools for Schools

<https://www.cdc.gov/healthyschools/resources.htm>

Resource for TEACHERS and Parents

[https://www.cdc.gov/healthyouth/npao/pdf/Tips\\_for\\_Teachers\\_TAG508.pdf](https://www.cdc.gov/healthyouth/npao/pdf/Tips_for_Teachers_TAG508.pdf)

USDA Smart Snack Guidelines

<https://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks>

Nutritional Standards

[https://www.cdc.gov/HealthyYouth/nutrition/pdf/nutrition\\_factsheet\\_parents.pdf](https://www.cdc.gov/HealthyYouth/nutrition/pdf/nutrition_factsheet_parents.pdf)

### *2020 Goals*

#### *Nutritional Guidelines for Non-Sold Food And Beverages*

*1 Teachers will be provided professional development on how to use USDA Smart Snack guidelines for parties and snacks.*

*2 Parents will receive electronic communication yearly on USDA Smart Snack guidelines to use when selecting snacks for the classroom at the start of the year.*

#### *Food and Beverage Marketing*

*1 The vending machine company contracted to stock the school's vending machine will be contacted to see if fruit can be added as an option in the student lounge.*

*2 The vice principal in charge of fundraising will be provided with USDA Smart Snack guidelines to use as a guide for fundraising events.*

#### *Nutrition Education*

*1 A bulletin board will be placed in the high school lounge and nutritional education posters and flyers will be put on display to encourage students to make healthier eating choices.*

*2 A K-12 Health Curriculum will be designed and evaluated by the Health Teacher and implemented by faculty to ensure that students are receiving the most recent health and nutritional information.*

#### *Nutrition Promotion*

*1 Nutrition Education resources will be provided to parents/ guardians through electronic communication, such as the newsletter, at least once per quarter.*

*2 Grant money will be used to purchase books for students regarding nutrition and healthy recipes. Burris plan to continually stock their free little library with these books.*

### *Physical Activity*

*1 Classroom teacher will provide short physical activity breaks between lessons or activities as appropriate. Burris will support teachers to incorporate movement into their lessons when able.*

*2. Teacher will be given research and resources regarding the benefits to learning when students are healthy and active. Classroom teachers will be provided professional development and/or resources to help use physical activity into the classroom.*

### *Other Wellness Goals*

*1 Burris will integrate social and emotional learning into the curriculum. Burris will provide teachers with training to improve social and emotional learning. One area of targeted focus will be stress reduction for both teachers and students.*

*2. Students and families will be included in the wellness promotion through newsletters and/or TV screens inside the school on a monthly basis. Families will be invited to participate in health promotion events with their students. These events include Arts in Motion, Owl Walk, Field Day, Take your Parents to PE and the Wellness Fair.*

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*Created November 8, 2013; Revised By Bethany Clegg January 21, 2020*

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