

Policy Number 21.1
Section: Miscellaneous
Subject: Wellness Policy
Date of last review: November 2019
Standard: none

POLICY

Kinsey Wellness Policy on Physical Activity and Nutrition

The Robert J. Kinsey Youth Center supports the health and well-being of the facility's staff and residents by promoting nutrition and physical activity.

In accordance with federal law, it is the policy of the facility to provide residents access to healthy foods and beverages; provide opportunities for developmentally appropriate physical activity; and require that all meals served by the facility meet or exceed the federal nutritional guidelines issued by the U.S. Department of Agriculture. A Wellness Committee will be formed and maintained to oversee these activities.

The Kinsey Wellness Policy shall be made available to residents and families by means of the Kinsey Youth Center website. Paper copies are available at the facility upon request.

I. Wellness Committee

The facility will engage food service professionals, staff, residents, health care professionals, facility administrators, and other interested community members in developing, implementing, monitoring and reviewing facility nutrition and physical activity policies. A Wellness Committee will be formed and maintained at the facility to oversee the development, implementation and evaluation of the facility's wellness policy.

A. In accordance with state and federal law, the facility will form and maintain a Wellness Committee that includes at least the following:

- Dietary Manager/Professionals
- Compliance Monitor
- Staff
- Residents
- Health care professionals/Nursing staff
- Facility administrators
- Representatives of interested community organizations

B. The Wellness Committee shall meet at least every three years to review nutrition and physical activity policies and to develop an action plan for the coming year. The Wellness

Committee shall meet as needed during the year to discuss implementation activities and address barriers and challenges.

C. The Wellness Committee shall report annually to the facility Director on the implementation of the wellness policy and include any recommended changes or revisions.

D. The facility will adopt or revise nutrition and physical activity policies based on recommendations made by the Wellness Committee.

II. Nutrition Education and Nutrition Promotion

Nutrition topics shall be taught to residents according to standards of the Indiana Department of Education. The facility will link nutrition education activities with existing coordinated health programs or other comparable comprehensive health promotion frameworks.

III. Standards for USDA Child Nutrition Programs and School Meals

The facility will provide and promote the National School Lunch and Breakfast Programs to ensure that all residents have access to healthy foods to support healthier choices and promote optimal learning.

IV. Nutrition Standards for Competitive and Other Foods and Beverages

A. The facility does not allow residents to purchase foods and beverages from vending machines during the school day.

B. The facility does not allow marketing for outside food and beverages in the facility.

V. Physical Activity and Physical Education

The facility supports the health and well-being of residents by promoting physical activity through fitness programming, recreation time, and other physical activity breaks.

VI. Other Activities that Promote Student Wellness

The facility supports the health and well-being of our residents and staff by creating and promoting policy and environmental supports to provide physical activity and healthy eating opportunities.

VII. Evaluation

Through implementation and enforcement of this policy, the facility will create an environment that supports opportunities for physical activity and healthy eating behaviors. To ensure continuing progress, the facility will evaluate implementation efforts and their impact on residents and staff at least every three years. The facility will notify the public of the results of the three-year assessment and evaluation.

The facility designates the director to ensure compliance with this policy and its administrative regulations. The director is responsible for retaining all documentation of compliance with this policy and its regulations, including but not limited to the facility's three-year assessment and evaluation report and this wellness policy and plan. The director 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 facility's three-year assessment and evaluation.

LEGAL REFERENCE: 42 U.S.C. 1758b
 7 CFR Part 210
 I.C. 20-26-9-18.5

PROCEDURES

Administrative Regulations:

II. Nutrition education

1. Nutrition education will be provided as part of a comprehensive health education program and taught by a trained instructor.
2. The facility will provide nutrition education training opportunities to staff.
3. The facility will utilize an Offer Versus Serve model for meal service.
3. Staff and residents will be encouraged to help maintain the facility garden. The garden will provide fresh fruits and vegetables for the dietary staff to use in meals, when possible.

III. Nutrition promotion

1. Nutrition promotion will include lessons that cover topics such as how to read and use food labels, choosing healthy options and portion control.
2. Nutrition promotion resources will be provided to parents/guardians through the website and signage in the visitation area.
3. Bright, attractive signage in the cafeteria will promote healthy food items.

IV. Standards for USDA Child Nutrition Programs and School Meals

A. Meal Content

1. 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.
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. Dietary management is encouraged to purchase or obtain fresh fruits and vegetables from local farmers when practical.
 4. Residents 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 residents will be considered when planning meals.

B. School Meal Participation

1. To the extent possible, the facility will provide the USDA School Breakfast Program to all residents.
2. To the extent possible, the facility will utilize methods to serve breakfasts that encourage participation, including serving breakfast on the unit, serving “grab-and-go” breakfasts and arranging transportation schedules to allow plenty of time for breakfast.

C. Mealtimes and Scheduling

1. Adequate time will be provided to residents to eat lunch (at least 20 minutes after being served) and breakfast (at least 10 minutes after being served).
2. Meals will be served in clean and pleasant settings.
3. Students will have convenient access to hand-washing and sanitizing stations.
4. Potable (drinking) water must be readily available at all mealtimes.
5. 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 managers and staff on proper food handling techniques and healthy cooking practices.

V. Nutrition Standards for Competitive and Other Food and Beverages

1. Food and beverages will not be available for residents to purchase the school day.
2. Outside food and beverages will not be marketed to residents during the school day.

VI. Physical Activity and Physical Education

A. Daily Recreation and Physical Activity Breaks

1. The facility shall provide daily physical activity opportunities.

2. Staff will be encouraged to use physical activity/stretch breaks during classroom time as often as possible.

B. Physical Activity Opportunities Before and After School

1. The facility will provide organized recreational activities each day to engage residents in physical activity.
2. The facility will provide a weekly fitness program for all residents, taught by a trained fitness instructor.

C. Physical Activity and Remedial Activities/Punishment

1. Residents will only be excused from fitness or recreational programming for medical reasons, as approved by the nursing department.
2. Staff will not use physical activity (e.g., running laps, pushups) or withhold opportunities for physical activity (e.g., recess, physical education) as punishment.

VI. Other School Based Activities

A. Use of School Facilities Outside of School Hours

1. The facility's playground and gym will be made available to residents and staff before and after the school day; on weekends; and during school vacations. Facility policies concerning safety will apply at all times.

B. Staff Wellness

1. The facility will promote programs to increase knowledge of physical activity and healthy eating for staff. Presentations on health and wellness will be provided at least annually.
2. The facility will work with local fitness centers to offer reduced membership fees.
3. Staff will be encouraged to participate in community walking, bicycling or running events.

VII. Evaluation of Wellness Policy

A. Implementation and Data Collection

1. The director is responsible for retaining all documentation of compliance with this policy and its regulations.
2. The evaluation of the wellness policy and implementation will be directed by the Wellness Committee and will be responsible for the three-year assessment of the facility'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 the facility is in compliance with the policy; the extent this policy compares to other model 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.

3. The three-year assessment and evaluation report will be made available to the public by posting it on the facility's website.