



**PROCEDURE NAME:** Wellness Policy – Physical Activity and Nutrition

**RELEVANT POLICY:**

**LEGAL AND OTHER**

**REFERENCES:**

COA Standard: SH 7.02, PA-SH 7.02, CA-SH 7.02 – Nutritious Food

**APPROVED FOR:**

|  |  |
|--|--|
| <input checked="" type="checkbox"/> Emergency Shelter Care       | <input checked="" type="checkbox"/> Private Secure/Lutherwood/IMPACT |
| <input type="checkbox"/> Trinity House IL Group Home             | <input type="checkbox"/> Home-based Therapeutic Services             |
| <input checked="" type="checkbox"/> StopGap Emergency Shelter GH | <input type="checkbox"/> Foster Care Services/TFC                    |
| <input type="checkbox"/> LCFS Spiritual Growth                   | <input type="checkbox"/> Pando Program                               |
| <input type="checkbox"/> LCFS Foundation                         | <input type="checkbox"/> INSPIRE Program                             |

**EFFECTIVE/REVIEWED/REVISED:**

|           |           |  |  |  |  |
|-----------|-----------|--|--|--|--|
| 1/1/2024  | Effective |  |  |  |  |
| 6/14/2024 | Revised   |  |  |  |  |
|           |           |  |  |  |  |
|           |           |  |  |  |  |
|           |           |  |  |  |  |

**STATEMENT OF PURPOSE:**

To promote and provide for the overall health and wellness of the residents we serve daily as part of the treatment and education programs at Lutheran Child and Family Services.

Lutheran Child and Family Services of Indiana and Kentucky Inc. (LCFS) and Community Health Network (CHN) supports the health and well-being of the organization’s residents by promoting nutrition and physical activity at all age and grade levels.

In accordance with federal law, it is the policy of LCFS to provide residents access to healthy foods and beverages; provide opportunities for developmentally appropriate physical activity; and require that all meals served by the organization meet or exceed the federal nutritional guidelines issued by the U.S. Department of Agriculture. As part of the Program’s Committee (as Standing Committee of the LCFS Board of Directors), a Program Health Advisory Council has been formed and maintained to oversee these activities.

The Wellness Policy is available to residents and families by means of resident admission and the organization resident handbook.



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## **PROCEDURE:**

### **I. Program Health Advisory Council**

- A. In accordance with state and federal law, LCFS and CHN has formed and maintains a Program Health Advisory Council that includes the following shared interest groups:
- Parents / Guardians / Custodians
  - Food Service Director/Professionals
  - Teachers of Physical Education / Recreation Specialist
  - Resident Food Experience Feedback
  - Program health care professionals/Registered Dietitians/School (Program) Nurse
  - Board members
  - School / Program administrators
  - Any interested member of the public
  - Representatives of interested community organizations.
- B. The Advisory Council meets at least annually to review nutrition and physical activity policies and to develop an action plan for the coming year. The Council meets as needed during the calendar year to discuss implementation activities and address barriers and challenges.
- C. The Advisory Council reports annually to the Programs Committee (a Standing Committee of the Board of Directors) on the implementation of the wellness policy, including any recommended changes or revisions.

### **II. Nutrition Education and Nutrition Promotion**

- A. Nutrition topics are integrated within the comprehensive health education curriculum and taught at every grade level (K-12) according to standards of the Indiana Department of Education. The academic program links nutrition education activities with existing coordinated school health programs or other comparable comprehensive school health promotion frameworks.
- a. Health education is taught by a licensed health education instructor.
  - b. The program will provide nutrition education training opportunities to teachers and staff for all age and grade levels.
- B. Nutrition promotion includes lessons that cover topics such as how to read and use food labels, choosing healthy options and portion control.
- a. Program staff collaborate with community groups and organizations to provide opportunities for resident projects related to nutrition (e.g., cultivating gardens, reading food labels, and maintaining a caloric balance between food intake and physical activity/exercise).



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- b. Nutrition labels will be available on all foods to allow students to easily identify healthier foods.
- c. Foods of minimal nutritional value, including brands and illustrations, shall not be advertised, or marketed in educational materials.

### III. Standards for USDA Child Nutrition Programs and School Meals

- A. LCFS provides and promotes all USDA meal programs available to the residents to ensure all have access to healthy foods to support healthier choices and promote optimal learning.
- B. School Meal Content
  - a. Meals served through the National School Lunch and Breakfast Programs will:
    - i. Be appealing and appetizing to children.
    - ii. Meet, at a minimum, the nutrition requirements established by the USDA for federally funded programs.
    - iii. Offer a variety of fruits and vegetables.
    - iv. 100 percent of the grains offered are whole grain rich.
  - b. All cooked foods are baked or steamed. Proper procurement procedures and preparation methods are used to decrease excess fat, calorie, and sodium levels in food.
  - c. The program will purchase or obtain fresh fruits and vegetables from local farmers when practical.
  - d. Residents can provide input on local, cultural, and ethnic favorites.
  - e. The food services department provides periodic food promotions that allow for taste testing of new healthier foods being introduced on the menu.
  - f. Special dietary needs of residents are considered when planning meals, according to the document *Accommodating Children with Special Dietary Needs in the School Nutrition Programs*.
  - g. The food services department shares and publicizes information about the nutritional content of meals with residents. The information is available in via handouts or poster information.
- C. School Meal Participation
  - a. The program provides USDA program breakfast, lunch, snack, and supper programming to all residents.
- D. Mealtimes and Scheduling
  - a. Adequate time is provided to residents to eat lunch (at least 20 minutes after being served) and breakfast (at least 10 minutes after being served).
  - b. All program meals are served in clean and pleasant settings.
  - c. Residents have convenient access to hand-washing and sanitizing stations.
  - d. Potable (drinking) water is readily available at all mealtimes.



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- e. Appropriate supervision is provided in the cafeteria and rules for safe behavior are consistently enforced.
- E. Professional Development
  - a. Professional development and training are provided at least annually to food service management and staff on proper food handling techniques and healthy cooking practices.

**IV. Nutrition Standards for Competitive and Other Foods and Beverages**

- A. LCFS will allow marketing in buildings and on grounds during the school day for only those food and beverages provided by the program that meet the federal nutrition standards and meet the competitive foods standards for foods sold in schools (i.e., Smart Snacks).
  - a. LCFS will use approved Nutrition Standards, based on the nutrition standards of the Institute of Medicine (2007).
  - b. K-12 à la carte, vending machines, concessions and other food and beverages outside of school meals are not provided.
  - c. Non-sold food and beverages comply with federal nutrition standards.
- B. Fundraisers: Not applicable – No fundraisers are held with program residents.
- C. Celebrations
  - a. Celebrations focus on activities rather than on food.
  - b. Celebrations that include food will be limited to special occasions (such as program graduation, holidays, or birthdays).
- D. Food as a Reward or Punishment
  - a. Staff do not use food as a reward in any circumstance.
  - b. Staff do not withhold food or drink at mealtimes as punishment.

**V. Physical Activity and Physical Education**

- A. LCFS supports the health and well-being of residents by promoting physical activity through physical education, recess, and other physical activity breaks; before- and after-school activities; and walking to school.
  - a. LCFS supports physical activity among all students by providing them with at least 30 of the recommended 60 minutes of physical activity per day.
- B. Physical Education K-12
  - a. All residents will participate in physical education in order to meet the Physical Education Standards, including PE credits needed for a high school diploma.
  - b. Physical education classes have the same student/teacher ratio used in other classes; an average of 30 to 1.
  - c. The physical education program provides adequate space and equipment to ensure quality physical education classes for residents.



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**C. Daily Recess and Physical Activity Breaks**

- a. The program provides daily physical activity in accordance with Indiana Code 20-30-5-7.5.
- b. All residents 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 (NASPE). This recess period will be outdoors when possible. If outdoor recess is not possible due to inclement weather, staff provide an indoor physical activity break.
- c. All staff are encouraged to use physical activity breaks during classroom time as often as possible.
- d. The program discourages extended periods of inactivity (2 or more hours).

**D. Physical Activity and Remedial Activities/Punishment**

- a. Residents are not removed or excused from physical education to receive instruction in other content areas.
- b. Staff do not use physical activity (e.g., running laps, pushups) or withhold opportunities for physical activity (e.g., recess, physical education) as punishment.

**VI. Other Activities that Promote Student Wellness**

A. LCFS supports the health and well-being of our students and staff by creating and promoting policy and environmental supports to provide physical activity and healthy eating opportunities.

**B. Staff Wellness**

- a. As required, each staff member will complete Health and Nutrition Training upon hire and as refresher.
- b. Staff have access to Community Health Network fitness locations for exercise and coaching based on self-directed health metric goals.
- c. Staff will be encouraged to participate in community walking, bicycling, or running events.
- d. Facility will promote breastfeeding by making reasonable efforts to provide a private location for employees to express breast milk in accordance with IC 22-2-14-2.

**VII. Evaluation**

A. Through implementation and enforcement of this policy, LCFS and CHN will create an environment that supports opportunities for physical activity and healthy eating behaviors.

- a. To ensure continuing progress, the LCFS will evaluate implementation efforts and their impact on residents and staff at least every three years.



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- b. LCFS will notify the public of the results of the three-year assessment and evaluation.
- B. The LCFS Executive Director is to ensure compliance with this policy and its administrative regulations.
  - a. The evaluation of the wellness policy and implementation is directed by the Program Health Advisory Council and is responsible for the three-year assessment of compliance with the policy and its regulations.
    - i. The three-year assessment measures the implementation of this policy and its regulations; the extent to which the program is following 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.
    - ii. As a result of this assessment and evaluation the policy and regulations are revised as needed.
  - b. The program uses an evidence-based assessment tool to track the collective health of residents over time by collecting data such as body composition (height and weight) and BMI.
  - c. The Executive Director is responsible for retaining all documentation of compliance with this policy and its regulations, including but not limited to the program's three-year assessment and evaluation report and this wellness policy and plan.
  - d. The Executive 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 program's three-year assessment and evaluation.

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