

## Wellness Policy Assessment Tool and Report Template

LEA / District Name: Holy Family Institute Education Program

Reporting Timeframe (2/2017 - 2-2020):

Name(s) of Reviewer(s): Ronald Zangaro, Deborah Gooden

School Name : Seville:

Select grades:

PK  K  1  2  3  4  5  6  7  8  9  10  11  12

Included in the written policy?

Yes No

Implemented in the school building(s)?  
Fully in Place Partially in Place Not in Place

### Public Involvement, Notification, and Assessment

- |                                  |                       |  |                                  |                                  |                       |
|----------------------------------|-----------------------|--|----------------------------------|----------------------------------|-----------------------|
| <input checked="" type="radio"/> | <input type="radio"/> | <b>We have LEA official(s)/designee(s) in charge of wellness policy compliance.</b>  | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
|                                  |                       | Name(s)/Title(s): Deborah Gooden, Food Service Director  |                                  |                                  |                       |
| <input checked="" type="radio"/> | <input type="radio"/> | <b>We complete an assessment of the local school wellness policy at least every three years ("triennial assessment").</b>  | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| <input checked="" type="radio"/> | <input type="radio"/> | <b>Triennial assessment results are made available to the public in an easily accessible manner.</b>   | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
|                                  |                       | Website address and/or description of how to access copy: hfi-pgh.org link to Specialized Learning   |                                  |                                  |                       |
| <input checked="" type="radio"/> | <input type="radio"/> | <b>At least every three years we use the results of the triennial assessment to update or modify the wellness policy as needed.</b>  | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| <input checked="" type="radio"/> | <input type="radio"/> | <b>The LEA informs and updates the public about the contents, updates, and implementation of the wellness policy at least annually and the policy is accessible to the public.</b> | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
|                                  |                       | Website address for policy and/or description of how to access copy: hfi-pgh.org link to Specialized Learning  |                                  |                                  |                       |
| <input checked="" type="radio"/> | <input type="radio"/> | We retain records as required by federal regulations including:  | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
|                                  |                       | <input checked="" type="checkbox"/> The written school wellness policy,  |                                  |                                  |                       |
|                                  |                       | <input checked="" type="checkbox"/> Documentation of making the wellness policy publicly available,  |                                  |                                  |                       |
|                                  |                       | <input type="checkbox"/> Documentation of outreach efforts inviting stakeholders to participate in the wellness committee / wellness policy process, and                           |                                  |                                  |                       |
|                                  |                       | <input checked="" type="checkbox"/> Copy of triennial assessment and documentation of reporting results to public.   |                                  |                                  |                       |
| <input checked="" type="radio"/> | <input type="radio"/> | <b>The LEA utilizes a wellness committee that includes these community stakeholders in the development, implementation, review, and update of the wellness policy:</b>             | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
|                                  |                       | <input checked="" type="checkbox"/> Administrators <input checked="" type="checkbox"/> Food service staff <input checked="" type="checkbox"/> School health professionals          |                                  |                                  |                       |
|                                  |                       | <input type="checkbox"/> Parents <input type="checkbox"/> School board members <input checked="" type="checkbox"/> PE teachers <input checked="" type="checkbox"/> Students        |                                  |                                  |                       |
|                                  |                       | <input type="checkbox"/> Public  |                                  |                                  |                       |
|                                  |                       | Other stakeholders (describe):   |                                  |                                  |                       |

Notes on public involvement, notification, and assessment:

An invitation will be sent to parents to request their participation on the school wellness committee.

### Nutrition Education\*

- |                                  |                       |  |                                  |                       |                       |
|----------------------------------|-----------------------|--|----------------------------------|-----------------------|-----------------------|
| <input checked="" type="radio"/> | <input type="radio"/> | Nutrition education is provided within PDE's sequential, comprehensive health education standards. | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input checked="" type="radio"/> | <input type="radio"/> | We teach, model, encourage, and support healthy eating through nutrition education.                | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> |

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Included in the written policy?			Implemented in the school building(s)?		
Yes	No		Fully in Place	Partially in Place	Not in Place
<input checked="" type="radio"/>	<input type="radio"/>	We provide all students with knowledge and skills for healthy lives via nutrition education.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We offer age-appropriate nutrition education and activities to students in: <input checked="" type="checkbox"/> Elementary School <input checked="" type="checkbox"/> Middle School <input checked="" type="checkbox"/> High School	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	Our nutrition education curriculum teaches behavior-focused skills such as menu-planning, reading nutrition labels, and media awareness.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	School food service and nutrition education classes work together to create a learning laboratory.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	In addition to meeting academic standards for nutrition education, we integrate nutrition education into a variety of subjects (e.g., math, science, language arts).	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We reinforce lifelong lifestyle balance by linking nutrition and physical activity.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	Staff providing nutrition education receive standards-based training and professional development.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We engage and involve families and the community in nutrition education efforts.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
		Other goal (describe):			

Notes on goals for nutrition education: Continue to assess ways to improve and enhance curriculum for integration of nutrition education into classroom learning.

### Nutrition Promotion\*

<input checked="" type="radio"/>	<input type="radio"/>	We use evidence-based techniques and nutrition messages in school and encourage participation in school meal programs.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input checked="" type="radio"/>	We participate in Farm to School activities such as having a school garden, taste-testing local products, incorporating local foods into school meals, and educating students in the classroom and on field trips about local agriculture.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We cooperate with community agencies and organizations to provide opportunities for student projects related to nutrition.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We implement behavioral economics techniques in the cafeteria to encourage consumption of whole grains, fruits, and vegetables and to decrease plate waste.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We display and disseminate consistent nutrition messages in schools, classrooms, cafeterias, homes, community, and media.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	Our staff model healthy eating in front of students and avoid using unhealthy foods in classroom lesson plans.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We offer health and nutrition resources to parents to help them provide healthy meals for their children.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
		Other goal (describe):			

Notes on goals for nutrition promotion: Explore options to develop relationships for Farm to School activities. Purchase posters promoting healthy eating and lifestyles. Send healthy nutrition information to parents through email or mailings.

### Physical Activity\*

<input checked="" type="radio"/>	<input type="radio"/>	We provide a variety of developmentally appropriate opportunities for physical activity during the school day for all students.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We contribute to the effort to provide students daily opportunities to accumulate at least sixty minutes of age-appropriate physical activity daily as recommended by the CDC.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

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<input checked="" type="radio"/>	<input type="radio"/>	In addition to planned physical education, we offer activities such as indoor and outdoor recess, before and after school programs, intramurals, interscholastic athletics, and clubs to meet the needs and interests of our students.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We maintain a physical and social environment that encourages safe and enjoyable activity for all students.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We discourage extended periods of inactivity (two hours or more) for students.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We provide physical activity breaks in the classroom.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input checked="" type="radio"/>	We offer before and/or after-school programs that include physical activity for participating children.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We partner with parents/guardians and community members and organizations (e.g., YMCA, Boys & Girls Clubs, local parks, hospitals, etc.) to offer programs supporting lifelong physical activity.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We do not use physical activity as a punishment (e.g., running laps).	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We do not withhold physical activity as a punishment (e.g., taking away recess).	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input checked="" type="radio"/>	We encourage walking and biking to school.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<input type="radio"/>	<input checked="" type="radio"/>	We encourage students and families to use our physical activity facilities, such as playgrounds and ball fields, outside of school hours in accordance with school rules.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
		Other goal (describe):			

### Notes on goals for physical activity:

This specialized education school has students bused from many areas of Allegheny, so students are unable to use the school grounds before or after school. The school faculty will research community organizations in the students' neighborhoods and make efforts to connect them for additional physical activity.

## Physical Education (PE)

<input checked="" type="radio"/>	<input type="radio"/>	We implement a PE program consistent with state academic standards. All students participate in PE.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	PE instruction promotes skills and knowledge necessary for lifelong physical activity.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	PE classes provide the means for students to learn, practice, and be assessed on developmentally appropriate skills.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	Our curriculum promotes both team and individual activities.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We offer a comprehensive PE course of study with planned instruction time for students to meet standards at the proficient level.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input checked="" type="radio"/>	We use a local assessment system to track student progress on state standards. Students are moderately to vigorously active as much time as possible during PE class. Accommodations are made in class for documented medical conditions and disabilities.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We provide safe and adequate equipment, facilities, and resources for PE class.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	Certified health and PE teachers teach our classes.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We provide professional development for PE staff.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	PE classes have a teacher-student ratio similar to other courses for safe and effective instruction.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We do not use or withhold physical activity as a form of punishment in PE class.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
		Other goal (describe):			

### Notes on goals for physical education:

Continue to enhance opportunities in the physical education program to address student health and wellness.

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Yes No

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Fully in Place Partially in Place Not in Place

### Other School-Based Wellness Activities\*

<input checked="" type="radio"/>	<input type="radio"/>	Free drinking water is available and accessible to students during meal periods and throughout the school day.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	School nutrition staff meet local hiring criteria and in compliance with federal regulations.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We provide continuing education to school nutrition staff as required by federal regulations.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We provide adequate space for eating and serving school meals.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We provide a safe and clean meal environment for students.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We offer students enough time to eat (10 minutes sit down time for breakfast; 20 minutes sit down time for lunch) and schedule meal periods at appropriate hours.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input checked="" type="radio"/>	We implement alternate school breakfast service models to increase participation, such as "grab & go," breakfast served in the classroom, and breakfast after first period.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	Students have access to hand washing or sanitizing before meals.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	Only authorized staff have access to the food service operation.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We provide the nutrition content of school meals to the school community.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We include students/parents in menu selections through taste-testing and surveys.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We utilize outside funding and programs to enhance school wellness.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We train all staff on the components of the school wellness policy.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	School based activities are planned with wellness policy goals in mind.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	Fundraising projects submitted for approval are supportive of healthy eating and student wellness.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We encourage administrators, teachers, school nutrition professionals, students, parents/guardians, and community members to serve as positive role models through district programs, communications, and outreach.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input checked="" type="radio"/>	We communicate information to parents/guardians to support their efforts to provide a healthy diet and daily physical activity for their children.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	Indoor air quality is in accordance with our healthy learning environment program and applicable laws and regulations.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
		Other goal (describe):			

Notes on goals for other school-based activities:

This school is CEP, so all students eat breakfast. We will establish a process through surveys and group meetings to include parent and student input on menu planning. We will ensure that the nutrition content of meals is available for the school community. We will put a process into place to communicate healthy eating and physical activity information to parents.

### Nutrition Guidelines for All Foods and Beverages at School

<input checked="" type="radio"/>	<input type="radio"/>	We consider promoting student health and reducing obesity when offering foods and beverages to students at school.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	<b>Foods and beverages provided through the National School Lunch and School Breakfast Programs comply with federal meal standards.</b>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	We offer healthy food and beverage options at school-sponsored events, such as dances and sporting events.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	<b>Foods and beverages outside of the school meal, which are sold to students at school during the school day, meet or exceed the established federal competitive food standards (USDA Smart Snacks in School). Venues include vending, school stores, non-exempt fundraisers, and a la carte items.</b>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

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<input checked="" type="radio"/>	<input type="radio"/>	We limit the number of food fundraisers at school and have procedures in place for requesting a fundraiser exemption (i.e., selling foods that do not meet Smart Snacks) in accordance with limits set by PDE.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	<b>We have local standards in our written policy for foods and beverages offered for free to students at school, including food rewards, items offered at classroom parties and celebrations, and foods/beverages provided to the class as shared classroom snacks.</b>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input checked="" type="radio"/>	We provide a list of nonfood ideas and healthy food/beverage alternatives to staff and parents/guardians.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
<input checked="" type="radio"/>	<input type="radio"/>	<b>Only foods and beverages that meet or exceed federal nutrition standards (USDA Smart Snacks in School) are permitted to be marketed or promoted to students during the school day. Examples: posters, vending machines, menu boards, cups for beverage dispensing, coolers, trash cans.</b>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Notes on nutrition guidelines for foods and beverages at school:

Through the Wellness Committee ideas will be generated on nonfood ideas and healthy food/beverage alternatives for staff and parents.

**\* At least one goal for these categories must be included in the written policy per federal regulations.**

### Report on the progress made in attaining the goals of the wellness policy (REQUIRED):

1. Ensure that the School Wellness Policy directs health and nutrition activities in the school. Staff have been educated on the contents of the School Wellness Policy through inservice training. Staff have made efforts to ensure that student participate in the lunch program and offer a large variety of physical health activities. The school will enhance the efforts to have student and parent input on the Wellness Committee.
2. Continue to assess ways to improve and enhance curriculum for integration of nutrition education into classroom learning. The teachers have continued to develop creative ways to incorporate nutrition into the science and health curriculum to help students understand and take more personal responsibility for their health. Physical education classes are tailored to address students' individual skills and interests in addition to the traditional group physical activities.
3. To enhance the efforts to incorporate Farm to School activities into the curriculum. To ensure that there is visual messages regarding nutrition and health in the school and communicated to parents. These goals will be a focus of the Wellness Committee in the upcoming year. Ideas will be generated to partner with local farms and gardens.
4. To continue provide opportunities for students' to incorporate physical/wellness activities into their daily life. The Wellness Committee will research community organizations in the students local neighborhoods for physical and social activities and communicate this information to the parents.
5. To increase participation in menu planning and nutrition education with students and parents. Student feedback is utilized in making adjustments to the menus on an on-going basis. The FSMC is very responsive to student suggestions. The FSMC will provide nutrition information on the meals that will be made available to students, faculty and parents. A process will be established to get parent input on menu planning for the upcoming school year.
6. To ensure that all required nutrition guidelines and implemented in the school. The faculty and students have received informational materials on Smart Snacks in School, to teach them how to determine if snacks meet guidelines and how they are an important part of a healthy diet. The Wellness Committee will generate nonfood ideas for rewards and incentives. These ideas will be communicated to parents for incorporation at home.