

# REGULATION Board of Education of Queen Anne’s County

<b>Responsible Office:</b> Curriculum & Instruction
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## REGULATION for Student Nutrition, Health, and Wellness Policy 640.1

### I. REGULATION ELEMENTS

#### A. Role and Responsibilities

##### 1. School Health Advisory Committee Responsibilities

- (a) The School Health Advisory Committee shall be established with school and community volunteers at the beginning of each school year.
- (b) The Chair of the School Health Advisory Committee will be responsible for providing an annual report to the Superintendent.
- (c) The School Health Advisory Committee’s mission shall be to address the ten components that support a whole school, whole community, and whole child environment and offer suggestions to all involved parties.
- (d) At least once every three years, the Queen Anne’s County Public Schools will evaluate compliance with the policy to assess the implementation of the policy and include: The extent to which schools under the jurisdiction of the QACPS are in compliance with the wellness policy; The extent to which QACPS’s wellness policy compares to a model wellness policy; and a description of the progress made in attaining the goals of QACPS’s wellness policy.

##### 2. School Responsibility

- (a) Principals will establish a School Health Advisory Committee.
- (b) Principals will address concerns and implement timely strategies and solutions to support the wellness of their students in regards to the kinds of foods available on their campus, sufficient mealtime, nutrition education, *Health Education, Physical Education and Physical Activity, Community Involvement, Family Engagement, and the school's Physical Environment.*
- (c) Each year principals will report on their school's progress.

##### 3. School Meal Partner Responsibility

- (a) School Meal Partners will address concerns and implement timely strategies and solutions to support the wellness of all students.
- (b) The school meal partner will report annually on *Nutrition, Environment, and Services.*

4. Department of Student Services Responsibility

- (a) The Department of Student Services will address concerns and implement timely strategies and solutions to support the wellness of their students.
- (b) The Department of Student Services will report annually on Counseling, Psychological and *Social Services and Social and Emotional School Climate*.

5. School Nurses and Community Partners

- (a) School Nurses and Community Partners will address concerns and implement timely strategies and solutions to support the wellness of their students.
- (b) The school Nurses and the community partners will report annually on Health Services provided.

B. Health Education

- 1. Health Education will be based on current science, research, and national guidelines. QACPS's will implement the Maryland State Curriculum for nutrition education (Health & Physical Education).
- 2. Health Education will be taught each year from Pre-K through grade 9 and comply with COMAR 13A.04.18 Program in Comprehensive Health Education. This includes curriculum development, staffing, and general course requirements.
- 3. Family Life Education will be offered to comply with COMAR during each school year at the Board designated approved grades. The Board approved Family Life Curriculum will be implemented in grades 5, 7, and 9. (Family Life COMAR.13.a.04.18.01)

C. Physical Education and Activity

- 1. Physical activity involves bodily movement that results in an expenditure of energy of at least a moderate intensity level and for duration sufficient to provide a significant health benefit for students. QACPS's physical education programs shall promote a physically active lifestyle.
- 2. It should be the goal of our schools that students accumulate at least 60 minutes of physical activity on all or most days of the week. Extended periods of inactivity (periods of two or more hours) are discouraged.

3. Physical Education will be taught from Pre-K through grade 12 and comply with 13A.04.13 Program in Physical Education. This includes curriculum development, staffing, and general course requirements.
4. Under Code of Maryland Regulations (COMAR) 13A.04.13.01, there is no provision for waiver of the Physical Education graduation requirement. However, a student may participate in a modified program of physical education based on the physical limitations or medical condition of the student. An individualized program must be developed and approved by the physical education teacher, parent or guardian, principal, and supervisor.

#### D. Health Services

1. Nutrition information and/or education by school Nurses and/or community partner
  - (a) Nutrition information/education may be provided to students by the school nurse and/or community partner on various topics such as:
    - (i) Dietary Guidelines for Americans
    - (ii) Eating disorders
    - (iii) Weight control
    - (iv) Healthy eating tips
  - (b) Nurses and/or community partner will coordinate with science and/or health teachers to schedule classroom visits to discuss health/nutrition topics with the students.
2. Physical activity/fitness information and/or education provided by school Nurses
  - (a) Physical activity/fitness information/education may be provided to students by the school nurse on various topics such as:
    - (i) Ways to increase physical activity
    - (ii) Safety during activity
    - (iii) Physical activity resources
    - (iv) BMI (addressed in 9th grade)
3. School Health Services
  - (a) School Health Services shall be implemented in all schools for all students.
  - (b) A school Nurse shall be assigned and stationed in every school.
  - (c) Policies for the School Health Services are periodically updated and remain in each Nurse's office and at the Central Office.

School Health Services will promote wellness to students.

- (d) School Health Services will collaborate with schools and communities to increase capacity and adapt to health and social stresses.

## E. Nutrition Environment and Services

### 1. Quality School Meals

- (a) The Queen Anne's County Public Schools will offer breakfast and lunch on school days.

- (i) A modified breakfast will be provided.

- (b) School food service staff that are properly qualified according to current professional standards will administer the Child Nutrition Programs.

- (i) School food service staff will regularly participate in professional development activities.

- (c) Food safety will be a key part of the school food service operation.

- (i) This will be done by following an approved HACCP plan.

- (d) Menus will meet the nutrition standards established by the U.S. Department of Agriculture and the Maryland State Department of Education, conforming to good menu planning principles, and featuring a variety of healthy choices that are tasty, attractive, of excellent quality, and are served at the proper temperature.

- (e) Students will be given the opportunity to provide input on local, cultural, and ethnic favorites of the students.

- (f) Nutritional information will be available to students on a daily basis.

### 2. Other Healthy Food Options

- (a) The School Health Advisory Committee will follow and monitor USDA nutritional guidelines on nutrition standards for food and beverages offered through parties, celebrations, social events, and any school functions.

- (b) These recommendations will comply with the approved Maryland Nutrition Standards for All Foods Sold in Schools from 12:01 am through 30 minutes after the end of the school day.

- (c) All foods sold or provided to students outside of the school meal will meet the USDA Smart Snack Guidelines in Schools and have nutrient standards listed; this includes nutrition facts labels.

- (d) Classrooms may serve one nutritious snack per day in the morning or afternoon (not during lunchtime) under the teacher's guidance.
- (e) The snack may be provided by the school food service, the teacher, parents, or other groups and should be at no cost to the students.
- (f) School staff shall not use food as a reward for student accomplishment.
  - (i) The withholding of food as punishment for students is prohibited. For example, restricting a child's selection of flavored milk at mealtime due to misbehavior in the classroom should be prohibited.
- (g) The school district will provide nutritional information to parents that will encourage parents to provide safe and nutritious foods for their children through the Sodexo website, <https://queenannesps.sodexomyway.com>. Additional information can be provided by our food service provider's dietitian.
- (h) Organizations will be encouraged to use non-food items or foods designed for delivery and consumption after school hours as fundraisers. For example, sub sandwich sales after school hours would be acceptable.
- (i) Food and Nutrition Services shall oversee all foods/beverages vended to students on the school campus.
- (j) Food and Nutrition services require that all vending is compliant Maryland Nutrition Standards for All Foods Sold in Schools.
- (k) All foods/beverages served at parties and classroom snacks shall meet. Maryland Nutrition Standards for All Foods Sold in Schools.
- (l) Program Requirements
  - (i) All foods and beverages, other than school meals, made available to students must meet the recommended portion sizes under the Dietary Guidelines for Americans.

### 3. Pleasant Eating Experiences

- (a) Facility design will be given priority in renovations and new construction.
- (b) Drinking fountains will be available for students to get water at meals and throughout the day.
- (c) A short snack-free recess for elementary campuses is encouraged to be scheduled sometime before lunch so that children will come to lunch less distracted and ready to eat.
- (d) School personnel will assist all students in developing the healthy practice of washing hands before eating, especially in elementary schools.

- (e) School personnel will schedule enough time so students do not have to spend excessive time waiting in line.
- (f) Schools should not schedule tutoring, pep rallies, assemblies, club/organization meetings, and other activities during meal times.
- (g) Adequate time to eat in a pleasant dining environment should be provided.
  - (i) The minimum eating time for each child will be 15 minutes for breakfast and 20 minutes for lunch.
- (h) Schools will encourage socializing among students, and between students and adults.
  - (i) Adults will properly supervise dining rooms and serve as role models to students by demonstrating proper conduct and voice level, and by eating with the students.
  - (ii) Parents are highly encouraged to dine with students in the cafeteria following guidelines for school visitation.
- (i) Creative and innovative methods will be used to keep noise levels appropriate.

#### 4. Food at Birthday Celebrations

- (a) Birthdays celebrated at school will be without student-provided food. Alternative non-food birthday celebrations may be used.

#### 5. Food as an Instructional tool.

- (a) All teachers and staff are encouraged to promote healthy eating behaviors. Any curricular activities involving food within the school buildings shall require an exemption procedure form be submitted and approved by the building principals prior to the planned activity. This form includes the following:
  - (i) Date of event
  - (ii) Letter sent home to all students' parents/guardians allowing their child to opt out of the activity and indicating foods being utilized in the classroom curriculum activity.
  - (iii) Principal and Nurse signature for approval
  - (iv) Requester information and indication of person responsible for proper cleaning protocol following the event.
  - (v) Exemption form must be submitted to the building principal 14 school days prior to the day of the event.

- (b) All activities shall be confined to the designated classroom to allow for proper cleaning. It is recommended that food related to curricular activities not be consumed without parental approval. Food related to curricular activities may only be consumed in the designated classroom and may not leave the classroom.
- (c) Classroom Parties; Fall, Winter and Spring
- (d) Only three school parties will be allowed during the school year. One party will be allowed during the fall, one in the winter and one in the spring.
- (e) Classroom parties must be celebrated at school with a balance of healthy foods.
- (f) Food provided to the students shall contain the Nutrition Facts Label and adhere to the USDA Smart Snacks in School Guidelines.

## 6. Fundraising

- (a) Any foods sold within the school day must meet and adhere to the USDA Smart Snacks in School Guidelines.
- (b) Competitive food sold to students on the school campus of the participating school during the school day must also meet the USDA Smart Snacks in Schools Guidelines. Please use the Smart Snack Calculator to determine whether a food meets the competitive food standards.

## 7. Events outside the school day

- (a) All events outside the school day that are serving food in which students and parents/guardians are present are allowable. However, we encourage that the foods being served meet the USDA Smart Snacks in School Guidelines to help promote healthy eating and wellness. It is also recommended to provide food options that are “allergen safe.”
- (b) Any events outside the school day that are serving food in which students are present WITHOUT a parent/guardian, it is recommended that parents/guardians are notified of the food options being served. We encourage that the foods being served meet the USDA Smart Snacks in School Guidelines to help promote healthy eating and wellness. It is also recommended to provide food options that are “allergen safe.”
- (c) Any event which involves food in school buildings are confined to designated area to allow for proper cleaning. Leftover food is to be removed from the building and not distributed the following day.

8. Other events during the school day

- (a) For any special events that food may be served DURING the school day in which parents/guardians are not present with the student, an exemption procedure form must be completed prior to the food to be served. This form includes the following:
  - (i) Date of event
  - (ii) Location of event
  - (iii) Foods being served with nutrition and ingredient label information for all foods
  - (iv) Letter sent home to all student parents/guardians indicating foods being served.
  - (v) Principal and Nurse signature for approval
  - (vi) Requester information and indication of the person responsible for proper cleaning protocol following the event.
  - (vii) Exemption form must be submitted to the building principal 14 school days prior to the day of the event.
- (b) All foods served at the event are recommended to meet the USDA Smart Snacks in School Guidelines. Any food containing a nutrition label can be entered into the Smart Snacks Calculator to determine compliance located at:  
<https://foodplanner.healthiergeneration.org/calculator/>
- (c) It is also recommended to provide food options that are “allergen safe.”

F. Counseling, Psychological and Social Services and Climate

1. Nutrition Related Conditions

- (a) Information on nutrition related conditions may be provided to students on a case by case basis.
- (b) Psychological services may be provided to students regarding eating disorders or information on special dietary needs or placement of a referral to a qualified professional in School Support Services.

2. Support Services

- (a) Student Support Services will be implemented in all schools for all students.
  - (i) At least one school counselor per school
  - (ii) Access to Behavior Specialist services
  - (iii) Access to Social Worker services
  - (iv) Access to School Psychologist services



(v) Access to Mental Health Services - school based or in the community

(b) Student Support Service staff shall offer consultation with other school staff, community resources and community providers.

(c) Support Services staff will provide reinforced learning opportunities and help align interventions provided by the community providers into the school environment.

### 3. Preventions, Interventions, and Assessments for Students

(a) Prevention and intervention services will be provided for students with mental health, behavioral, and social emotional concerns.

(b) Schools shall offer prevention and intervention strategies and programs for any at risk students.

(i) Prevention and intervention services should be identified through needs assessments, school-community-family collaboration, and ongoing school safety and crisis response efforts.

(c) Full Substance Use Assessments and Risk Assessments will be available to students and mandated if there is violation.

## G. Healthy School Environment

### 1. Physical Activity and Punishment

(a) Schools shall prohibit the use of physical activity as punishment. The withholding of participation in physical education class or recess as punishment, or the use of physical education class, or recess time to complete assignments from other classes is prohibited.

### 2. Encouraging Lifetime Physical Activity

(a) Schools should provide daily recess periods of at least 20 minutes for all elementary and a goal of 20 minutes for middle school students.

(b) Schools should provide movement breaks during classroom time.

(c) Schools shall offer after-school intramural programs and/or physical activity clubs that meet the needs and interests of all students, including those who are not athletically gifted and those with special health care needs. This can include joint efforts with partners.

(d) Schools will be encouraged to provide community access to and encourage students and community members to use the school's

physical activity facilities outside of the normal school day while respecting the fact that each facility is a teaching station.

- (i) All Activities should adhere by the QACPS Building and Grounds Use Policy.
  - (ii) All approved shall be approved by principal and Director of Operations.
  - (iii) A notification will be sent to physical education teachers and custodians a month prior to ensure safety and proper sanitation.
- (e) Schools should encourage parents and community members to institute programs that support physical activity, such as a walk with your child program and a walking program during recess.
- (f) Schools should encourage after-school childcare programs to provide developmentally appropriate physical activity for participating children and reduce or eliminate the time spent in sedentary activities such as watching television or videos.

### 3. Marketing

- (a) Students will receive positive, motivating messages, both verbal and nonverbal, about healthy eating and physical activity throughout the school setting. All school personnel will help reinforce these positive messages.
- (b) Schools will consider student needs in planning for a healthy school nutrition environment. Students will be asked for input and feedback through the use of student surveys, and attention will be given to their comments.
- (c) Schools will promote healthy food choices and will not allow advertising that promotes less nutritious food choices.
- (d) Healthy eating and physical activity will be actively promoted to students, parents, teachers, administrators, and the community at registration, PTA meetings, Open Houses, Health Fairs, teacher professional developments, etc.
- (e) Schools will work with a variety of media to spread the word to the community about a healthy school nutrition environment, such as local newspaper, television stations and Ombudsman services.

### 4. Life Saving Training and Certification:

- (a) Physical Education, Health Education, and Nurses shall be trained in CPR, AED, and First Aid.
- (b) It is strongly recommended for administration and staff be certified in LifeSaving Training and be certified every two years.

H. Family Engagement and Community Involvement

1. Physical Activity Opportunities

- (a) Students and/or parents shall be provided opportunities to participate in school sponsored extracurricular physical activity programs such as intramurals, physical activity clubs, fun runs, open gyms, etc.

2. School Based Health Advisory Committee Implementation

- (a) The School Based Health Advisory Committee shall be composed of parents and school district staff.
- (b) Each campus principal shall select a parent and/or one staff member, such as teacher, nurse, counselor, or administrator to represent the campus. The chair of the will always be the Supervisor of Instruction in charge of Health Education.

3. The School Health Advisory Committee members from each campus will conduct a review of their respective campuses in the fall semester of each year to identify areas for improvement.

- (a) These groups will report their findings to the campus principal and develop with him/her a plan of action for improvement.
- (b) This report will be sent to the Chair of the committee and be summarized.
- (c) Following summarization, the report will be forwarded to the Board for review of progress being made on each campus.
- (d) The School Health Advisory Committee will hear reports from each campus group after each review period.
- (e) Before the end of each school year the committee will recommend to the Superintendent any revisions to the Student Nutrition/Wellness Plan it deems necessary.

**II. IMPLEMENTATION**

The Superintendent directs QACPS staff to implement this regulation.

**III. EFFECTIVE DATE**

Date: August 4, 2021

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Patricia W. Saelens, Ed.D.  
Superintendent, Queen Anne's County Public Schools

**HISTORY:**

<b>Initial Adoption</b>	08/04/2021	<b>Revised</b>	--/--/----	<b>Reviewed</b>	--/--/----	<b>Next Review</b>	08/04/2024
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