

2016-2017 Wellness Policy – Hapeville Charter Schools

School Day Nutrition Guidelines Nutrition Education Physical Education and Physical Activity Communication and Promotion Measurement Tool

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School Day Nutrition Guidelines (Hapeville Charter Schools)

Goal

The goal of the Hapeville Charter Schools Nutrition Guidelines is to provide students with a variety of affordable nutritious meals and snacks, and to plan all menus in accordance with federal, state, and local regulations, rules and guidelines. The goal is to continually evaluate and improve the health and well being of the school community by creating a variety of education opportunities to establish lifelong healthy eating habits and physical activity.

Standards

The nutrition standards focus on encouraging the consumption of whole grains, fresh fruits and vegetables, and decreasing fats, sodium and sugars with all school provided meals.

Nutrition standards for foods available to students during the school day will include the following areas:

- 1- Breakfast and Lunch
- 2- Fundraisers
- 3- Classroom snacks
- 4- Student meetings
- 5- Celebrations and recognition

Foods available during the School Day

The school meals will meet federal, state and local regulations and guidance as issued by the Secretary of Agriculture under the United States Department of Agriculture (USDA), the Georgia State Board of Education, and the Fulton County Board of Education.

A la carte sales

The Hapeville Charter Career Academy Nutrition Program will provide food choices that support the consumption of whole grains, fruits and vegetables.

Snacks

Snacks served during the school day should make a positive contribution to each student's diet.

- Candy, soda, and all non-nutritious foods are not to be sold or provided to students. Nutritious snacks, which would be approved by the State Nutrition Department, must be approved by the Nutrition Manager before serving to any student or class.
- Candy should not be used as a reward for good behavior, grades or effort. Use non-food rewards.
- Candy sales by the PTCO, clubs, students or faculty/staff are not permitted.

Nutrition Education

Goal

The goal of the Hapeville Charter Schools Nutrition Education Guidelines is to (1) support the instructional component to improve students' eating behaviors; (2) help develop healthy lifestyle practices, and (3) support an environment that encourages and supports nutritious eating by students and adults.

Standards

Nutrition Education instruction and activities will focus on the following areas:

- 1- Education links with school
 - a. Utilize nutrition education lessons in the school cafeteria and classroom with coordination between school nutrition and teachers.
 - b. Integrate nutrition education with other school health initiatives.
- 2- Educational reinforcement
Encourage collaboration with other school and community groups
 - a. Organize wellness committee
 - b. PTCO
 - c. Local health departments
 - d. Nonprofit health and community organizations
- 3- Nutrition promotion
 - a. Participate in programs that promote and reinforce healthy school nutrition environments
 - b. Conduct promotions and nutrition activities that include students, staff, families and community
- 4- Curriculum/content areas
 - a. Support the comprehensive health education curriculum nutrition concepts and skills in accordance with Georgia Standards
 - b. Plan nutrition education activities to:
 - i. Be consistent with the Dietary Guidelines for Americans
 - ii. Emphasize the appealing aspects of healthy eating
 - iii. Include enjoyable, developmentally appropriate, culturally relevant, participatory activities, such as contests, promotions and taste testing
 - iv. Address the benefits of eating meals as a family
 - v. Display nutrition posters and other relevant materials
- 5- Cafeteria based nutrition education
 - a. The school cafeteria provides an ideal setting for students to practice healthy eating.
 - b. Coordinating school food service programs with classroom lessons allows students to apply critical thinking skills taught in the classroom.
 - c. Visit classrooms and explain how the school's food service program ensures that meals meet U.S. Department of Agriculture (USDA) nutrition standards and other Dietary Guidelines for Americans
 - d. Invite classes to visit the cafeteria kitchen and learn how to prepare healthy foods
 - e. Involve students in planning the school's menu
 - f. Offer foods that reinforce classroom lessons (i.e., whole wheat rolls to reinforce a lesson on dietary fiber)
 - g. Display nutrition posters in the cafeteria and distribute nutrition information

Parent Nutrition Education

Nutrition education will be provided and distributed to parents in the form of handouts, website posts, articles and information provided in school cafeteria newsletters. On-going educational information focusing on nutrition and healthy lifestyles will be provided to parents.

Staff Nutrition & Physical Activity Education

Nutrition and Physical activity education opportunities will be provided to all school staff at HCCS. These education opportunities may include, but not be limited to the distribution of education and formational materials and the arrangement of presentation and workshops that focus on nutritional values and healthy lifestyle. Health assessments, fitness activities, and other appropriate nutrition and physical activity- related topics will be shared with the faculty/staff. The purpose of staff nutrition and physical activity education will be to:

- Encourage all school staff to improve their own personal health and wellness.
- Improve staff moral
- Create positive role modeling
- Build the commitment of staff to promote the health of students.
- Build the commitment of the staff to help improve the school nutrition and physical activity environment.

Physical Education and Physical Activity

Goal

The goals of the Hapeville Charter Schools are to (1) provide students with opportunities for daily physical activity and quality physical education and (2) provide physical activity opportunities for each student. The achievement of these goals will be for students to learn about and improve skills for a variety of physical activities which will result in the:

- 1- maintenance of physical fitness
- 2- active and on-going participation in physical activities
- 3- understanding of the benefits (short and long-term) of physically active and healthy lifestyles

Standards

- 1- Sequential, standards-based, physical education instruction will include health related fitness components in grades 9 through 12. (Health related fitness focuses on activities which promote a healthy lifestyle) (IDB-Health and Physical Education)
- 2- Hapeville Charter Career Academy will provide physical activity opportunities after school for students in grades 9-12 (IDE-Extracurricular Activities)
- 3- Physical activity is not used as a punishment.
- 4- Physical activity is not to be withheld as a punishment.

Cafeteria Environment

Hapeville Charter Schools will provide a cafeteria environment that provides our students a relaxed, enjoyable ambience.

The cafeteria environment is a place where students will have readily available:

- Adequate space to eat in a clean and pleasant surrounding.
- Adequate time to eat meals. (The School Nutrition's Association (SNA) recommends at least 20 minutes for lunch).
- Convenient access to hand washing or hand sanitizing facilities before meals.

Other School-Based Activities to Promote Student Wellness

Goal

Hapeville Charter Career Academy will support other school-based activities that are designed to promote student wellness.

Standards

Hapeville Charter Schools will encourage faculty/staff members to prove their health and wellness through promotions and programs. Promotions and programs will include:

- 1- Health screening appointments
- 2- Physical activity
- 3- Nutrition education
- 4- Weight management
- 5- Smoking cessation
- 6- Stress management

Information regarding health and wellness will be presented at faculty/staff meetings. Fliers and brochures (when available) will be distributed with paychecks.

The Hapeville Charter Career Academy Nutrition Program promotes a clean, healthy and safe environment conducive to maximizing the instructional focus. A healthy, clean and safe environment promotes a positive effect on students and the school faculty/staff. School meals are served in a clean and pleasant setting.

School staff provides appropriate supervision in school cafeteria areas and serve as role models to students.

Hand washing equipment, soap and supplies are placed in a convenient place for students and faculty/staff to wash their hands before eating.

Fundraisers / Snack sales

- Effective July 1, 2014 the implementation of Smarts Snacks in Schools will take place.
- Creates a healthy schools environment.
 - Improves nutrition profiles of students diets
 - Enhances learning, concentration and behavior .
- Regulates all food sold in school by setting nutrient standards .

What does this mean?

- All products SOLD
- Entire School day
- Entire School campus
- Not food served
- Not evenings, weekends or community events

Schools Campus

- A la carte in cafeterias
- School stores
- Snack bars
- Vending machines
- Other venues

Fundraisers

- All foods that meet the regulatory standards may be sold at fundraisers in the school campus during school hours
- To check if food or drinks meet go to (Smart Snack Calculator)
- https://schools.healthiergeneration.org/focus_areas/snacks_and_beverages/smart_snacks/product_calculator
- note if the snack item meets standers print out approved page.

Communication and Promotion Methods

Goal

The Wellness Committee will promote clear and consistent messages directed to students, families, faculty/staff and community to explain and reinforce healthy eating and physical activity habits.

Standards

The Standard for Communication and Promotion will address the following areas:

- 1- Healthy eating is enjoyable
- 2- Fitness is fun
- 3- Healthier students are smarter students
- 4- Hapeville Charter Schools provides healthy foods for students and faculty/staff
- 5- Hapeville Charter Schools promotes healthy lifestyles
- 6- Healthier lifestyles enable employees to be happier and more productive

- 7- Hapeville Charter Schools will enhance the program by partnering with community organizations

Measurement and Evaluation

Goal

The Hapeville Charter Career Academy Wellness Committee will develop a plan for measurement the implementation of the nutrition and physical activity policies, including the designation of one or more persons with operational responsibility for ensuring the implementation of the total policy.

Standard

The plan for Measurement and Evaluation of the Wellness Policy will include the implementation of the Hapeville Charter Career Academy Wellness Standards Checklist (following this page). The School Nutrition Department will be responsible for the collection and reporting of the information to ensure 100% compliance of the Wellness Policy.

Hapeville Charter Middle School and Hapeville Charter Career Academy Wellness Policy Implementation Checklist

| Nutrition Education | | |
|--|-----|----|
| | YES | NO |
| Education Links with School Provide nutrition education lessons, and integrate education with other school health initiatives. | | |
| Educational Reinforcement School Wellness Committee Hapeville Charter Middle School PTCO Hapeville Charter Career Academy PTCO Fulton County Health Department | | |
| Nutrition Promotion Participation in programs that promote and reinforce healthy school nutrition environments Promotions and programs which include students, staff, and families | | |
| Curriculum/Content Areas Implementation of a comprehensive health education curriculum which includes nutrition concepts and skills in accordance with Georgia Standards | | |
| After School Programs Provide physical activity opportunities as a component of after school programs | | |
| Cafeteria Based Nutrition Education Visit classrooms and explain how the school food service program ensures that meals meet U.S. Department of Agriculture (USDA) nutrition standards and the Dietary Guidelines for Americans Invite classes to visit the cafeteria kitchen and learn how to prepare healthy foods. Involve students in planning the school menu Offer foods that reinforce classroom lessons Display nutrition posters in the cafeteria and distribute nutrition information | | |
| Nutrition Guidelines for Foods Available During the School Day | | |
| | | |
| Foods available during the School Day School meals and meet federal, state and local regulations and guidance as issued by the Secretary of Agriculture under the United States Department of Agriculture (USDA), Georgia State Board of Education, and the Fulton County Board of Education. | | |
| Other School-Based Activities to Promote Student Wellness | | |
| | | |
| Promotions/programs: Introduce wellness programs to staff members | | |

| | | |
|--|--|--|
| <p>Health screenings Physical activity and fitness Nutrition education Weight management Smoking cessation Stress management Present information at regular staff meetings Include flyers and brochures with paychecks Place information into newsletter articles, brochures and email messages Recommend health insurance discounts for participants</p> | | |
| <p>Environment Promote a clean, healthy, safe environment conducive to maximizing instructional focus. Examples of clean and safe environments: School meals are served in a clean and pleasant setting. Dining areas will be attractive and have sufficient space for seating. Appropriate supervision in school cafeteria areas and serve as role models to the students. Hand-washing equipment and supplies are placed in a convenient place so that students and staff may wash their hands before eating, or that students and staff will have access to hand sanitizing supplies before eating meals. Drinking fountains available for students to drink water at meals and throughout the day.</p> | | |
| <p>Physical Education and Physical Activity</p> | | |
| <p>Sequential, standards-based, physical education Instruction to include health related fitness components will be available for students. Health related fitness focuses on activities which promote a healthy lifestyle.</p> | | |
| <p>Physical activity opportunities after school for students in grades 6-8 and 9-12 Provide physical activity opportunities after school for students in grades 6-8 and 9-12 After school sports teams College Park Boys and Girls Club Hapeville Recreation Center Union City opportunities</p> | | |
| <p>Physical activity is not used as a punishment.</p> | | |
| <p>Physical activity is not withheld as a punishment.</p> | | |
| <p>List additional wellness components include at the school:</p> | | |
| | | |

Principal's signature: _____

Date: _____

Employee Print Name: _____

Employee Signature: _____

Date: _____

100% Tobacco-Free School Policy at Hapeville Charter

Approved by the HCS Board of Directors March 28, 2016

The Hapeville Charter Schools Board of Directors recognizes that the use of tobacco products is a health, safety, and environmental hazard for students, employees, visitors, and school facilities. The Board acknowledges that adult employees and visitors serve as role models for students and that the Board's acceptance of any use of tobacco products implies school approval, if not endorsement, of such use. In addition, the Board recognizes that it has an obligation to promote positive role models in schools and promote a healthy learning and working environment, free from unwanted smoke, for the students, employees, and visitors to the school campus. Finally, the board recognizes that it has a legal authority and obligation pursuant to the Georgia Smokefree Air Act of 2005 (O.C.G.A. 31-2a-1 et seq.), the federal Pro-Children's Act (Title X of Public Law 103-227), the Georgia Youth Access Law (GA. Code ANN. § 16-12-1712004) and the No Child Left Behind Act.

Tobacco Use Prohibited

No student, staff member or school visitor is permitted to use any tobacco product at any time, including non-school hours 24 hours per day, seven days per week:

- In any building, facility, or vehicle owned, leased, rented or chartered by Hapeville Charter Middle School or Hapeville Charter Career Academy
- On any school grounds and property – including athletic fields and parking lots – owned, leased, rented or chartered by Hapeville Charter Middle School or Hapeville Charter Career Academy, or
- At any school-sponsored or school-related event on-campus or off-campus.

In addition, no student is permitted to possess a tobacco product. The policy may permit tobacco products to be included in instructional or research activities in public school buildings if the activity is conducted or supervised by the faculty member overseeing the instruction or research and the activity does not include smoking, chewing, or otherwise ingesting the tobacco product.

Tobacco Products and Tobacco Use

Tobacco products are defined to include cigarettes, candy cigarettes, chewing tobacco, blunts, blunt wraps, pre wrapped blunt cones & tubes, cigars, cigarillos, bidis, pipes, cigarette packages or smokeless tobacco containers, lighters, ashtrays, keychains, t-shirts, coffee mugs, and any other items containing or reasonably resembling tobacco or tobacco products. Tobacco use includes smoking, chewing, dipping, or any other use of tobacco products.

School Grounds and Property

School grounds and property means and includes land, school facilities and school vehicles used for the provision of academic, extracurricular programs and administration by the district. School grounds include playgrounds and recreational places. School grounds include that portion of land, school facilities and other facilities owned by municipalities, private entities or other individuals during those times when the school district has exclusive use of a portion of such land, school facilities, or other facilities for the provision of extracurricular programs.

Time of Day

"Anytime" or "at all times" means during normal school and non-school hours - 24 hours per day, 7 days per week.

Signage

Signs declaring all school grounds and property as tobacco-free will be posted in all school buildings and vehicles. Signs will be posted at all vehicular entrances to school grounds and building entrances, and in all indoor and outdoor athletic facilities.

Enforcement for Students

Consequences for students engaging in the prohibited behavior will be provided in accordance with the school's behavior management plan. Students who violate the school district tobacco use policy will be referred to the guidance counselor, school nurse, or other health or counseling services for all offenses for screening, information, counseling and referral. All student violators will have access to an Alternative to Suspension (ATS) program. The ATS program will provide up-to-date information on the many consequences of tobacco use, offer techniques that students can use to stop tobacco use at school, and provide referrals to local youth tobacco cessation programs. Parents/guardians will be notified of all violations and action taken by the school. School may also use community services as part of the consequences. Suspension will only be used after a student has several prior violations or refused to participate in other outlined measures.

Enforcement for Staff and Visitors

Consequences for employees who violate the tobacco use policy will be in accordance with personnel policies and may include verbal warning, written reprimand, or termination. Visitors using tobacco products will be asked to refrain while on school property or leave the premises. If they refuse, law enforcement officers will be contacted to escort the person off the premises or cite the person for trespassing in case the person refuses to leave the school property. In the case of a violation within the building of a school, the person is in violation of the Georgia Smokefree Air Act of 2005 (O.C.G.A. 31-2a-1 et seq.) and the federal Pro-Children's Act (Title X of Public Law 103-227) and subject to a fine. Signage will be prominently posted in all visitors' areas and school staff and officials will communicate policy to visitors upon arrival and infractions.

Enforcement at Outdoor School Sponsored Event on Campus Grounds

All outdoor school sponsored events on campus (ex. athletic events, meetings or functions by community groups renting school property) must be tobacco free. This policy must be clearly stated in all contracts, correspondence and verbal and written announcements to all attendees and contractors.

Enforcement at School Sponsored Events Off Campus

All indoor and outdoor school sponsored events off campus in venues (ex: rented arenas, stadiums, halls, theaters) must be tobacco free. This policy must be clearly stated in all contracts, correspondence and verbal and written announcements to all attendees and contractors.

Opportunities for Cessation

The administration will identify and offer programs and services for students who are ready to quit tobacco use. The administration will identify and offer programs and services for school staff who use tobacco products to support them in complying with the policy that prohibits tobacco use on school grounds and during school-related events and assisting those staff who are ready to quit smoking or other tobacco use.

Prevention Education

The administration will identify programs or opportunities for students (inside and/or outside of the classroom) to gain a greater understanding of the health hazards of tobacco use and the impact of tobacco use as it relates to providing a safe, orderly, clean and inviting school environment. To reduce tobacco and secondhand smoke as a trigger to cases of asthma while at least a student and adult is attending school, each school district/school shall prepare, adopt, implement and evaluate a comprehensive plan for the prevention and management of asthma as per the guidelines of the National Association of State Boards of Education, *Fit, Health, and Ready to Learn: A School Health Policy Guide*.

Procedures for Implementation

The policy will go into effect *June 1, 2016*. The administration will develop a plan for communicating the policy that will include information in student and employee handbooks, announcements at school-sponsored or school-related events, and appropriate signage (as mentioned above) in buildings and around campus. Other methods will be identified for notifying students, employees and parents about this policy. An enforcement plan, which identifies consequences for students, staff and visitors who violate the policy, will be created and communicated to all students, staff and parents.

