

**Diocese of Rockford**  
***Individual School Wellness Checklist***  
**2015-2016**

School \_\_\_\_\_ City \_\_\_\_\_

The school offers a free/reduced breakfast/lunch or milk program funded by the federal government  yes  no

(Note: If yes, an individual School Wellness Plan is required by Federal law.)

The school food service staff members are:

school/parish employees  employees of a third party food service contractor

If third party contractor is used, provide the name of the firm: \_\_\_\_\_.

**Directions for Completing the Individual School Wellness Plan**

Review each step of the Individual School Wellness Plan below and check the appropriate indicator of the school's response to the steps for the 2015-2016 school year. Below is a description of each indicator:

- A. **Already implemented:** The school had this step in place during the 2015-2016 school year.
- B. **New Implementation:** The school will implement this step for the first time during the 2016-2017 school year.
- C. **Unable to implement at this time:** The school is unable to implement this step for the 2016-2017 school year.  
  
The school should provide an explanation on page 4 of why this step cannot be implemented during the 2016-2017 school year and some indication of when it might be implanted in the future.
- D. **Unable to implement ever:** The school will never be able to respond to the step.  
  
The school should provide an explanation on page 4 of why this step can never be implemented.

## Meeting Nutrition guidelines & Ensuring Healthy Eating Goals

I. Students will be provided access to a variety of age-appropriate, appealing food and beverage choices that are consistent with the current *Dietary Guidelines for Americans*.

A. B. C. D.

1. In the school cafeteria, the school will:

- |     |   |   |   |   |   |
|-----|---|---|---|---|---|
| 1.1 | — | — | — | — | offer a variety of fruits and vegetables.   |
| 1.2 | — | — | — | — | serve low-fat (1%) and fat free milk.   |
| 1.3 | — | — | — | — | ensure whole grain products are served.   |
| 1.4 | — | — | — | — | ensure meals, at a minimum, meet the nutrition requirements and regulations of the <i>National School Lunch and/or School Breakfast Program</i> . |

2. For Food and beverages sold or provided individually (vending machines, snack bars, school stores and school-sponsored fund raisers, etc.), the school will:

- |     |   |   |   |   |  |
|-----|---|---|---|---|--|
| 2.1 | — | — | — | — | closely monitor and regulate the items sold, ensuring they are consistent with the nutritional goals of the <i>Wellness Policy</i> .   |
| 2.2 | — | — | — | — | closely monitor and regulate the frequency and nature of school-sponsored fundraisers.   |
| 2.3 | — | — | — | — | make every effort to provide nutritious and appealing foods and beverages, such as fruits, vegetables, low-fat dairy foods and whole grain products whenever and wherever food is sold or otherwise offered at school. |

II. Students will be served in a clean, safe, and pleasant environment and will be provided with an adequate amount of time to eat.

3. The school will:

- |     |   |   |   |   |  |
|-----|---|---|---|---|--|
| 3.1 | — | — | — | — | schedule meal periods at appropriate times with adequate time for students to eat.   |
| 3.2 | — | — | — | — | ensure all food and beverages provided by the school comply with federal, state, and local food safety and sanitation regulations. |

- |     |   |   |   |   |  |
|-----|---|---|---|---|--|
| 3.3 | — | — | — | — | encourage food providers to share information about the nutritional content of school meals and /or individually sold food with students, family and school staff. |
| 3.4 | — | — | — | — | provides students, parents and staff means to obtain nutritional content of school menu.   |
| 3.5 | — | — | — | — | ensure food service personnel have adequate pre-service training.  |
| 3.6 | — | — | — | — | will not withhold food or beverages as a punishment.   |
| 3.7 | — | — | — | — | restrict access to food preparation and service areas to authorized personnel.   |
| 3.8 | — | — | — | — | provide students access to hand washing or hand sanitizing before they eat meals/snacks.   |

**Meeting Physical Activity Goals**

Students in grades Kindergarten through 12 will have opportunities, support, and encouragement to be physically active on a regular basis while in the school setting.

- |     | A.               | B. | C. | D. |   |
|-----|------------------|----|----|----|---|
| 4.  | The school will: |    |    |    |   |
| 4.1 | —                | —  | —  | —  | make sure that each student participates in regularly scheduled formal and informal physical activity programs.                             |
| 4.2 | —                | —  | —  | —  | provide all elementary students with daily, supervised recess periods.  |
| 4.3 | —                | —  | —  | —  | offer some extracurricular activity programs (intramural sports, interscholastic sports, physical activity clubs or other like activities). |
| 4.4 | —                | —  | —  | —  | not withhold participation in recess or physical education class as punishment.   |
| 4.5 | —                | —  | —  | —  | provide reasonable accommodations for students with disabilities and/or other limitations.  |
| 4.6 | —                | —  | —  | —  | ensure all school physical activity facilities and equipment are safe.  |
| 4.7 | —                | —  | —  | —  | work with the community to create a safe and supportive environment for students walking or biking to school.                               |

**Meeting Nutrition Education Goals**

Students will be provided with nutrition education and physical education to foster lifelong habits of healthy eating and physical activity. Schools will also establish linkages between health education and school meal programs, and with related community services.

	A.	B.	C.	D.	
5.	The school will:				
5.1	—	—	—	—	offer students sequential and interdisciplinary nutrition education.
5.2	—	—	—	—	include interactive activities such as contests, promotions, taste testing, field trips, school gardens, or other like activities in nutrition education programs.
5.3	—	—	—	—	work with the parents to assist in providing a healthy diet and daily physical activity for their children, which may include information to help them incorporate healthy eating and physical activity and disseminating a list of healthy party food ideas to parents and teachers.

Provide an explanation for each step checked with a “C” or “D”. When “C” was the indicator checked, also provide an indication of when this step will be implemented.

<u>Step</u>	<u>Explanation</u>	<u>Timeline</u>
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**Describe any other additional efforts being undertaken for the 2016-2017 school year as part of the school's *Wellness Program*:**

- Please ensure a team of stake holders including, parents, students, physical education, school nurse representative/s of the local school food authority, the education commission (if applicable), school administrator and the public implements and continues development of the *Wellness Policy* by reviewing this checklist and offering comment. List the team members below.
- Inform and update parents about the content and implementation of the LWP by May 2016, such as handbook and/or website.

**Team Members:**

_____	_____
_____	_____
_____	_____
_____	_____

**A copy of the *Individual School Wellness Plan* is to be signed by the principal and sent to the Catholic Education Office.**

\_\_\_\_\_  
**Signature of Principal/Administrator**

\_\_\_\_\_  
**Date**

CSO Office Use Only:    Received _____
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