

Preamble

Grafton is committed to the optimal development of every student. Grafton believes that for students to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe, and health-promoting learning environments at every level, in every setting, throughout the school year.

Research shows that two components, good nutrition and physical activity before, during, and after the school day, are strongly correlated with positive student outcomes. For example, student participation in the U.S. Department of Agriculture's (USDA) School Breakfast Program is associated with higher grades and standardized test scores, lower absenteeism, and better performance on cognitive tasks.^{1,2,3,4,5,6,7} Conversely, less-than-adequate consumption of specific foods including fruits, vegetables, and dairy products, is associated with lower grades among students.^{8,9,10} In addition, students who are physically active through active transport to and from school, recess, physical activity breaks, high-quality physical education, and extracurricular activities – do better academically.^{11,12,13,14}

This policy outlines Grafton's approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Specifically, this policy establishes goals and procedures to ensure that:

- Students in Grafton have access to healthy foods throughout the school day—both through reimbursable school meals (school and residential students) and other foods available throughout the school campus—in accordance with Federal and state nutrition standards;
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- Students have opportunities to be physically active before, during, and after school;
- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness;
- School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school;
- The community is engaged in supporting the work of Grafton in creating continuity between school and other settings for students and staff to practice lifelong healthy habits; and
- Grafton establishes and maintains an infrastructure for management, oversight, implementation, communication about, and monitoring of the policy and its established goals and objectives.

This policy applies to all students, staff, and schools in Grafton.

I. School Wellness Committee

Committee Role and Membership

Grafton will convene a representative district wellness committee (hereto referred to as the DWC) that meets at least four times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation, and periodic review and update of this district-level wellness policy (heretofore referred as “wellness policy”).

The DWC membership will represent all school levels and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program (ex., school nutrition director); physical education teachers; health education teachers; school health professionals (ex., health education teachers, school health services staff [i.e., nurses, physicians, dentists, health educators, and other allied health personnel who provide school health services], and mental health and social services staff [i.e., school counselors, psychologists, social workers, or psychiatrists]; school administrators (ex., superintendent, principal, vice principal), school board members; and the general public. To the extent possible, the DWC will include representatives from each school building and reflect the diversity of the community. Each school within Grafton will establish an ongoing School Wellness Committee (SWC) that convenes to review school-level issues, in coordination with the DWC.

District Wellness Committee (DWC):

The District Wellness Committee is based in Berryville, VA and comprises the following individuals

Title	Role
RD, Dietary Services Manager	District Wellness Policy Coordinator
Quality Assurance Supervisor	DWC Member
Clinical Administrator	DWC Member
Staffing Resource Coordinator	DWC Member
Residential Administrator	DWC Member

II. Wellness Policy Implementation, Monitoring, Accountability, and Community Engagement

Implementation Plan

Grafton will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions, and timelines specific to each school, and includes information about who will be responsible to make what change, by how much, where, and when, as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education, and other school-based activities that promote student wellness. Grafton will use the Healthy Schools Program online tools to complete a school level assessment based on the Centers for Disease Control and Prevention's School Health Index, and will create an action plan that fosters implementation, and generate an annual progress report.

This wellness policy and the progress reports can be found at: <http://www.grafton.org/services/nutrition>.

Recordkeeping

Grafton will retain records to document compliance with the requirements of the wellness policy at the dietary manager's office, Berryville location and/or on Grafton's shared drive in the wellness folder. Documentation maintained in this location will include but will not be limited to:

- The written wellness policy;
- Documentation demonstrating compliance with community involvement requirements, including (1) Efforts to actively solicit DWC membership from the required stakeholder groups; and (2) These groups' participation in the development, implementation, and periodic review and update of the wellness policy;
- Documentation of annual policy progress reports for each school under its jurisdiction; and
- Documentation of the triennial assessment* of the policy for each school under its jurisdiction;
- Documentation demonstrating compliance with public notification requirements, including: (1) Methods by which the wellness policy, annual progress reports, and triennial assessments are made available to the public; and (2) Efforts to actively notify families about the availability of wellness policy.

Annual Progress Reports

Grafton will compile and publish an annual report to share basic information about the wellness policy and report on the progress of the schools within Grafton in meeting wellness goals. This annual report will be published around the same time each year in May, and will include information from each school within Grafton. This report will include, but is not limited to:

- The website address for the wellness policy and/or how the public can receive/access a copy of the wellness policy;
- A description of each school's progress in meeting the wellness policy goals;
- A summary of each school's events or activities related to wellness policy implementation;
- The name, position title, and contact information of the designated District policy leader(s) identified in Section I; and
- Information on how individuals and the public can get involved with the DWC or SWC.

The DWC, in collaboration with individual schools/SWC, will establish and monitor goals and objectives for Grafton's schools, specific and appropriate for each location for each of the content-specific components listed in Sections III-V of this policy.

Triennial Progress Assessments

At least once every three years, Grafton will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- The extent to which schools under the jurisdiction of Grafton are in compliance with the wellness policy;
- The extent to which Grafton's wellness policy compares to the Alliance for a Healthier Generation's model wellness policy; and
- A description of the progress made in attaining the goals of Grafton's wellness policy.

The position responsible for managing the triennial assessment is the **Quality Assurance Supervisor**.

The DWC, in collaboration with individual schools, will monitor schools' compliance with this wellness policy.

Grafton will actively notify households/families of the availability of the triennial progress report.

Revisions and Updating the Policy

The DWC will update or modify the wellness policy based on the results of the annual progress reports and triennial assessments, and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. **The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.**

Community Involvement, Outreach, and Communications

Grafton is committed to being responsive to community input, which begins with awareness of the wellness policy. Grafton will actively communicate ways in which representatives of DWC and others can participate in the development, implementation, and periodic review and update of the wellness policy through a variety of means appropriate for that district. Grafton will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply (if applicable), and a description of and compliance with Smart Snacks in School nutrition standards. Grafton will use electronic mechanisms, such as email or displaying notices on Grafton's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. Grafton will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that Grafton and individual schools are communicating other important school information with parents.

Grafton will actively notify the public about the content of or any updates to the wellness policy annually, at a minimum. Grafton will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

III. Nutrition

School Meals

Our school district is committed to serving healthy meals to school and residential students, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, low in saturated fat, and zero grams *trans* fat per serving (nutrition label or manufacturer's specification); and to meet the nutrition needs of school and residential students within their calorie requirements. The school meal programs aim to improve the diet and health of school students, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within Grafton participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and the Afterschool Snack Program. All schools within Grafton are committed to offering school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that:

- Are accessible to all students;
- Are appealing and attractive to students;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (Grafton offers reimbursable school meals that meet USDA nutrition standards.)
- Promote healthy food and beverage choices using at least ten of the following Smarter Lunchroom techniques:
 - Whole fruit options are displayed in attractive bowls or baskets (instead of chafing dishes or hotel pans)
 - Sliced or cut fruit is available daily
 - Daily fruit options are displayed in a location in the line of sight and reach of students
 - All available vegetable options have been given creative or descriptive names
 - Daily vegetable options are bundled into all grab and go meals available to students
 - All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal
 - White milk is placed in front of other beverages in all coolers
 - Alternative entrée options (e.g., salad bar, yogurt parfaits, etc.) are highlighted on posters or signs within all service and dining areas
 - A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.)
 - Student surveys and taste testing opportunities are used to inform menu development, dining space decor, and promotional ideas
 - Student artwork is displayed in the service and/or dining areas
 - Daily announcements are used to promote and market menu options
- Additionally, Grafton will:
 - Post menus on Grafton website or individual school website.
 - Menus will be created/reviewed by a Registered Dietitian or other certified nutrition professional.
 - Grafton child nutrition program will accommodate students with special dietary needs.
 - Students will be allowed at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meal and are seated. Students are served lunch at a reasonable and appropriate time of day.

Staff Qualifications and Professional Development

All school nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These school nutrition personnel will refer to USDA's Professional Standards for School Nutrition Standards website to search for training that meets their learning needs.

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day* and throughout every school campus* ("school campus" and "school day" are defined in the glossary). Grafton will make drinking water available where school meals are served during mealtimes. In addition, students will either be allowed to bring and carry (approved) water bottles filled with only water with them throughout the day, and/or they may use the disposable cups available in every classroom.

Competitive Foods and Beverages

Grafton is committed to ensuring that all foods and beverages available to students on the school campus* during the school day* support healthy eating. The foods and beverages sold and served outside of the school meal programs (i.e., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits. A summary of the standards and information are available at: <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks>. The Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at www.healthiergeneration.org/smartsnacks.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are given or sold to students on the school campus during the school day* and will meet or exceed the USDA Smart Snacks nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, a la carte options in cafeterias, vending machines, school stores, and snack or food carts.

Special Diets

Staff will follow all special diet orders throughout the entire day, including the entire academic day and after school hours. Staff will ensure the ordered diet is followed completely. Any special parties or outings involving food must be approved through the student's physician, medical director or registered dietitian prior to deviating from the planned meals provided by dining services. These standards apply to all locations where meals and snacks are being provided. The special diet instructions can be found at the following:

- Berryville-
 - On the special diet report maintained by the RD and available in the main kitchen or by request to the RD
 - On the "Combo report" located on the shared drive
 - In Essentia under "Assessments/Medical/Special Diets"
- RBC/Elm:

- On the special diet report maintained and distributed by the RD and available in the nurse manager's office or by request to the RD
- In Essentia under "Assessment/Medical/Special Diets"
- Richmond:
 - Maintained by the nurse manager at Richmond and available upon request
 - In Essentia under "Assessment/Medical/Special Diets"
 - By request to the RD

Celebrations and Rewards

All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards including through:

- Birthday Parties: Grafton makes every effort to recognize each student on their birthday and to celebrate it on that day. Birthday parties are encouraged to be celebrated outside of the academic day as often as possible. When birthday parties are requested to be celebrated during the academic day, they must meet the requirements of the Smart Snacks nutrition standards.
- Any classroom snacks brought by staff and/or snacks brought by therapists during sessions are required to meet the Smart Snacks nutrition standards. Grafton will provide to staff a list of foods and beverages that meet Smart Snacks nutrition standards.
- Rewards and incentives. Grafton will provide teachers and other relevant school staff a list of alternative ways to reward children. Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or behavior.
- While food and beverages will not be used as an incentive to achieve a goal, nor used as enticement to persuade a student to change behaviors, a reasonable amount of food may be used for celebrations.
- When food is used as a celebration, it will not be the only celebratory offering. It must be accompanied by another form of entertainment such as found in Alliance for a Healthier Generation. Food will not be the focus of any entertainment; instead at least one other non- food activity will be offered during the celebration.
- Other celebrations and parties. Grafton will provide a list of healthy party ideas to academic staff, including non-food celebration ideas. Healthy party ideas will be agreed upon by the DWC and SWC using choices from the Alliance for a Healthier Generation and from the USDA.

Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus* during the school day*. Schools will make every effort to use non-food fundraisers, and encourage those promoting physical activity (such as walk-a-thons, jump rope for heart, fun runs, etc.).

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff and teachers, parents, students, and the community.

Grafton will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through at least:

- Implementing evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques; and
- Promoting foods and beverages that meet the USDA Smart Snacks in School nutrition standards. Additional possible promotion techniques that Grafton and individual schools may use are available at www.healthiergeneration.org/smartsnacks.

Nutrition Education

Grafton follows the 2015 *Health Education Standards of Learning for Virginia Public Schools* which follow the research based-recommendations of Centers for Disease Control and Prevention for health education curricula. Grafton aims to teach, model, encourage, and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Include enjoyable, developmentally-appropriate, culturally-relevant, and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits, and school gardens;
- Promote fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, and healthy food preparation methods;
- Emphasize caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Link with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods, and nutrition-related community services;
- Include nutrition education training for teachers and other staff.

Essential Healthy Eating Topics in Health Education

Grafton will include in the health education curriculum the following essential topics on healthy eating:

- The relationship between healthy eating and personal health and disease prevention
- Food guidance from MyPlate
- Reading and using USDA's food labels
- Eating a variety of foods every day
- Balancing food intake and physical activity
- Eating more fruits, vegetables, and whole grain products
- Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain *trans* fat
- Choosing foods and beverages with little added sugars
- Eating more calcium-rich foods
- Preparing healthy meals and snacks
- Risks of unhealthy weight control practices
- Accepting body size differences
- Food safety
- Importance of water consumption
- Importance of eating breakfast
- Making healthy choices when eating at restaurants
- Eating disorders
- The Dietary Guidelines for Americans
- Reducing sodium intake
- Social influences on healthy eating, including media, family, peers, and culture
- How to find valid information or services related to nutrition and dietary behavior

- How to develop a plan and track progress toward achieving a personal goal to eat healthfully
- Resisting peer pressure related to unhealthy dietary behavior
- Influencing, supporting, or advocating for others' healthy dietary behavior

USDA's Team Nutrition provides free nutrition education and promotion materials, including standards-based nutrition education curricula and lesson plans, posters, interactive games, menu graphics, and more.

Food and Beverage Marketing in Schools

Grafton is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Grafton strives to teach students how to make informed choices about nutrition, health, and physical activity. These efforts will be weakened if students are subjected to advertising on Grafton property that contains messages inconsistent with the health information Grafton is imparting through nutrition education and health promotion efforts. It is the intent of Grafton to protect and promote student's health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with Grafton's wellness policy.

Any foods and beverages marketed or promoted to students on the school campus* during the school day* will meet or exceed the USDA Smart Snacks in School nutrition standards, such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

Food advertising and marketing is defined¹⁵ as an oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:

- Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.
- Displays, such as on vending machine exteriors.
- Corporate brand, logo, name, or trademark on school equipment, such as marquees, message boards, scoreboards, or
- Corporate brand, logo, name, or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment; as well as on posters, book covers, pupil assignment books, or school supplies displayed, distributed, offered, or sold by Grafton.
- Advertisements in school publications or school mailings.
- Free product samples, taste tests, or coupons of a product, or free samples displaying advertising of a product.

IV. Physical Activity

It is recommended that children and adolescents participate in 60 minutes of physical activity every day. Grafton provides opportunities for physical activity each day by plenty of walking opportunities for students to walk to and from their dorms to the classrooms, to the dining facility, therapy and nursing. Grafton also provides seasonal after school activities such as soccer and basketball. Schools will ensure that these varied opportunities are in addition to, and not as a substitute for, physical education (addressed in "Physical Education" subsection). All schools in Grafton will be encouraged to participate

in as many physical activities as possible both throughout the school day and after school and Grafton will continue to seek opportunities for future activities.

Physical activity during the school day (including but not limited to recess, physical activity breaks, or physical education) **will not be withheld** as punishment for any reason “This does not include participation on sports teams that have specific academic requirements.

Grafton will ensure that its grounds and facilities are safe and that equipment is available to students to be active. Grafton will conduct necessary inspections and repairs to all applicable equipment.

Physical Education

Grafton will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts.

All students will be provided equal opportunity to participate in physical education classes. Grafton will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

All **elementary students** in each grade will receive physical education for at least 60-89 minutes per week throughout the school year.

All **secondary students** (middle and high school) are required to take the equivalent of one academic year of physical education.

Grafton physical education program will promote student physical fitness through individualized fitness and activity assessments via the Presidential Youth Fitness Program and will use criterion-based reporting for each student.

Essential Physical Activity Topics in Health Education

Grafton will include in the health education curriculum the following essential topics on physical activity when health education is taught:

- The physical, psychological, or social benefits of physical activity
- How physical activity can contribute to a healthy weight
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related fitness, that is, cardiovascular endurance, muscular endurance, muscular strength, flexibility, and body composition
- Differences between physical activity, exercise, and fitness
- Phases of an exercise session, that is, warm up, workout, and cool down
- Overcoming barriers to physical activity
- Decreasing sedentary activities, such as TV watching
- Opportunities for physical activity in the community
- Preventing injury during physical activity
- Weather-related safety, for example, avoiding heat stroke, hypothermia, and sunburn while being physically active
- How much physical activity is enough, that is, determining frequency, intensity, time, and type of physical activity
- Developing an individualized physical activity and fitness plan
- Monitoring progress toward reaching goals in an individualized physical activity plan
- Dangers of using performance-enhancing drugs, such as steroids

- Social influences on physical activity, including media, family, peers, and culture
- How to find valid information or services related to physical activity and fitness
- How to influence, support, or advocate for others to engage in physical activity
- How to resist peer pressure that discourages physical activity

Recess

All schools will offer at least 20 minutes of recess on all or most days during the school year although this policy may be waived on early dismissal or late arrival days. Indoor recess will be offered when weather is not feasible for outdoor play. If it is determined the weather conditions are not feasible, then recess will be moved indoors where teachers and staff will follow the indoor recess guidelines that promote physical activity for students, to the extent practicable.

Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active, and will serve as role models by being physically active alongside the students whenever feasible.

Schools will have appropriate hand-washing facilities and/or hand-sanitizing mechanisms located just inside/outside the cafeteria to ensure proper hygiene prior to eating and students are required to use these mechanisms before eating. Hand-washing time, as well as time to put away coats/hats/gloves, will be built in to the recess transition period/timeframe before students enter the cafeteria.

Before and After School Activities

Grafton will continue to offer opportunities for students to participate in physical activity either before and/or after the school day (or both) through a variety of methods. Grafton will encourage students to be physically active before and after school by: joining one of the intramural teams such as basketball or soccer, participating in active gaming such as using the Wii, using treadmills located in dorms (as applicable), joining a walking club or using exercise videos in the dorms.

V. Other Activities that Promote Student Wellness

Grafton will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. Grafton will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes.

All efforts related to obtaining federal, state, or association recognition for efforts, or grants/funding opportunities for healthy school environments will be coordinated with and complementary of the wellness policy, including but not limited to ensuring the involvement of the DWC/SWC.

All school-sponsored events will adhere to the wellness policy.

Community Partnerships

Grafton will seek to develop future relationships and enhance current ones with community partners in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Staff Wellness and Health Promotion

The DWC will seek to identify and develop staff wellness resources, and will ensure the widest possible dissemination of these resources using electronic and/or paper methods of communication.

Professional Learning

When feasible, Grafton will support requests for annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors, nutrition and fitness for children, adolescents and adults.

Glossary:

Extended School Day - time during, before and after school activities (includes clubs, intramural sports, band and choir practice, drama rehearsals, etc).

School Campus - areas that are owned or leased by the school and used at any time for school-related activities such as the school building or on the school campus, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields, and stadiums (e.g. on scoreboards, coolers, cups, and water bottles), or parking lots.

School Day - midnight the night before to 30 minutes after the end of the instructional day.

Triennial – recurring every three years.

Appendix A: School Level Members for Berryville School are comprised of:

Title	Role
RD, Dietary Services Manager	Wellness Policy Coordinator
Quality Assurance Supervisor	Wellness Committee Member
Residential Manager	Wellness Committee Member
Case Managers	Wellness Committee Member
Clinical Administrator	Wellness Committee Member
Staffing Resource Coordinator	Wellness Committee Member
Residential Administrator	Wellness Committee Member
Physical Education Instructor	Wellness Committee Member
Teacher	Wellness Committee Member
Instructional Assistant	Wellness Committee Member
Assistant Educational Administrator	Wellness Committee Member

Appendix B: Goals, Implementation and Timelines

The plan delineates roles, responsibilities, actions, and timelines specific to each school, and includes information about who will be responsible to make what change, by how much, where, and when, as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education, and other school-based activities that promote student wellness.

Goal #1:

Grafton will expand the internal Nutrition webpage to be made available to the public.

Person(s) Responsible: Shweta Adyanthaya and Cindy Windham

- All school menus for all meals will be posted on the public website at <http://www.grafton.org/services/nutrition/>
- All group home menus for all meals will be posted on the public website at <http://www.grafton.org/services/nutrition/>
- Summary of school nutrition and physical fitness activities for the year will be maintained and posted on the public website at: <http://www.grafton.org/services/nutrition/>
- Wellness Policy will be updated and posted to the public website at <http://www.grafton.org/services/nutrition/>

Timeline: To be completed by April 1, 2016

Goal #2:

Grafton will develop school level wellness committees at each school/region and will develop goals and objectives for nutrition and physical fitness specific for each school.

Person(s) Responsible: Cindy Windham

- The Wellness Policy Coordinator will actively solicit SWC membership from the required groups at each region;
- The Wellness Policy Coordinator will oversee these groups' participation in the development, implementation, and periodic review and update of the school wellness policy for that specific location (Berryville Campus, Ruth Birch Center/Elm Street Campus and Richmond School).
- The Wellness Policy Coordinator will assign action items & timelines to each member of the SWC.

Timeline: To be completed by May 1, 2016

Goal #3:

Grafton will use the Healthy Schools Program online tools to complete a school level assessment based on the Centers for Disease Control and Prevention's School Health Index, and will create an action plan that fosters implementation, and generate an annual progress report.

Person(s) Responsible: DWC and SWC

- The school level assessment can be found at :
https://schools.healthiergeneration.org/dashboard/about_assessment/
- Each school within Grafton will complete it for their specific location (Berryville, RBC/Elm, Richmond)

Timeline: To be completed by May 1, 2016 for Berryville, June 1, 2016 for RBC/Elm and July 1, 2016 for Richmond

Goal #4:

Grafton will provide a list of healthy non-food party ideas and a list of healthy snacks that meet the requirements of the Smart Snacks in School nutrition program to each of the classrooms and will make it available to all staff at Grafton.

Person(s) Responsible: DWC and SWC

- Grafton will provide a list of healthy party ideas to academic staff, including non-food celebration ideas. Healthy party ideas will be agreed upon by the DWC and SWC using choices from the Alliance for a Healthier Generation and from the USDA.
- An agreed upon list of healthy snacks that meet the Smart Snacks nutrition program will be updated and posted to the public website at <http://www.grafton.org/services/nutrition/>
- The Smart Snacks in Schools standards will be posted to the public website using these guidelines: http://www.fns.usda.gov/sites/default/files/allfoods_flyer.pdf
- Staff will be trained on the implementation of including non-food celebrations.
- Staff will be trained on the Smart Snacks nutrition program.

Timeline: To be completed by May 1, 2016

- ¹ Bradley, B, Green, AC. Do Health and Education Agencies in the United States Share Responsibility for Academic Achievement and Health? A Review of 25 years of Evidence About the Relationship of Adolescents' Academic Achievement and Health Behaviors, *Journal of Adolescent Health*. 2013; 52(5):523–532.
- ² Meyers AF, Sampson AE, Weitzman M, Rogers BL, Kayne H. School breakfast program and school performance. *American Journal of Diseases of Children*. 1989;143(10):1234–1239.
- ³ Murphy JM. Breakfast and learning: an updated review. *Current Nutrition & Food Science*. 2007; 3:3–36.
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