

## ACTS ADMINISTRATIVE POLICY

**DEPARTMENT:** OPERATIONS

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**SUBJECT:** SCHOOL LUNCH WELLNESS  
PROGRAM

**PROCEDURE:** AP - 044

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**PURPOSE:** The purpose of this policy is to promote youth wellness and provide compliance with the Florida Department of Education, authorized by the National School Lunch Act of 1966 and implemented under the Healthy Hunger Free Kids Act of 2010.

**PREAMBLE:** ACTS recognizes that good nutrition and regular physical activity affect the health and well-being of all youth. Residential programs play an important role in the developmental process by which youth establish their health and nutrition habits. This is accomplished through the attainment of the goals set out in this policy of providing nutritious meals and snacks through the schools' meal programs, supporting the development of good eating habits and promoting increased physical activity both in and out of school. ACTS is committed to creating environments that promote and protect the overall well-being of all youth.

**SCOPE:**  Section 204 of Public Law 108-265

This Policy applies to the Youth Residential Program in Hillsborough County, and the Juvenile Addictions Receiving Facility in Hillsborough County.

**POLICY:** ACTS promotes health and wellness and complies with the requirements of the National School Lunch Program (NSLP).

**RESPONSIBILITY:**

The Chief Executive Officer is responsible for the promulgation of this policy and to review it annually.

The Chief Operating Officer is responsible for conformance to this policy in his/her division.

The Chief Financial Officer, as the designated wellness policy leadership, is responsible for ensuring overall compliance with the local school wellness policy; reviewing current standards established by rule, contract, licensing, or accreditation; for recommending any revisions to this policy/wellness plan; to oversee internal monitoring of the goals set forth in this policy; and to provide the Chief Executive Officer with any recommendations for performance improvement.

The Program Administrators/Directors are responsible for implementation and programmatic conformance to the goals set out in this policy.

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ACTS is reliant on the Hillsborough and Polk Schools to teach nutrition, promote good physical health, and to provide regular physical activity according to their school's Wellness Policy; and to report progress on meeting the goals set forth in this policy.

ACTS will review and consider evidence-based strategies and techniques in establishing goals for nutrition promotion and education, physical activity and other school based activities that promote youth wellness to include, at a minimum, a review of Smarter Lunchroom tools and techniques annually.

### PERFORMANCE AND DOCUMENTATION STANDARDS:

The Program Administrator and designated food service workers and/or Behavioral Health Technicians at each designated site shall implement the ACTS Wellness/NSLP Plan.

#### A. Nutritional Promotion Goals:

1. The Program shall provide clear and consistent messages that promote and reinforce healthy eating.
2. Youth will have access to useful nutrition information. Posters, worksheets and brochures will be available in classrooms and throughout the campus.

#### B. Nutritional Education Goals:

1. Nutrition education will teach skills that are behavior-focused. Students will be taught about calorie balance, energy expenditure and how to read and interpret nutrition facts labels.
2. Nutritional posters provided by the NSLP will be posted in the cafeteria.

#### C. Physical Activity/Education Goals:

1. Each youth attending school shall receive at least one and a half hours of daily physical education as required.
2. Opportunities for physical activity are incorporated into other subject lessons.
3. Classroom teachers shall provide short physical activity breaks between lessons or classes as appropriate.
4. Additional physical activity is provided daily as part of the residential treatment curriculum.
5. Staff will not deny or require physical activity as a means of punishment.

#### D. Other School-Based Activities

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### General Guidelines

1. The program encourages healthy eating for families, both within the home and outside.
2. ACTS shall consider the components of the Centers for Disease Control's Whole School, Whole Community, Whole Child (WSCC) Model in establishing other activities that promote wellness.
3. Each applicable program shall be in compliance with the drug, alcohol and tobacco-free policies.
4. Free, potable water will be made available to all children during each meal service.

### Health Services

1. Health education is taught by the teacher provided to ACTS through the Alternative Schools and complements physical education by reinforcing health knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent in sedentary activities, such as watching television.
2. Accessible health services shall be provided to youth and shall include, but not be limited to, violence prevention, school safety, communicable diseases prevention, health screening, appropriate community health referrals, etc.

### **E. Guidelines for All Foods and Beverages Available During the School Day**

ACTS shall operate and provide food service in accordance with USDA's National School Lunch Program (NSLP) standards and applicable laws and regulations of the state of Florida. The guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by USDA.

### General Guidelines

1. The residential program provides one healthy mid-afternoon snack daily for adolescents in the program. Snack content is expected to be consistent with nutritional goals established in Section A of this policy. Generally fresh fruit is available at all times as a healthy snack alternative.
2. Snacks used as rewards shall reinforce the importance of healthy choices and a variety of food choices are available. These food choices include both nutrient rich foods as well as foods with high sugar content. These "reward foods" do not take the place of any meal or snack but are in addition to the daily food offerings.
3. Menus will support and reinforce the Dietary Guidelines for Americans by offering nutrient-dense foods and beverages, such as whole grains, vegetables, fruits, and low-fat dairy products while limiting levels of cholesterol, fat, saturated fat, trans fat,

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sodium, and added sugars.

4. Foods will be served in reasonable portion sizes and appropriate for the age group. Nutrient standards are evaluated based on nutrients provided by foods served for weekly menus.
5. All reimbursable meals will meet nutrition standards mandated by USDA, as well as any additional state nutrition standards that go beyond USDA requirements.
6. Meals and snacks will include a variety of nutrient-dense foods, including whole grains and fiber-rich fruits and vegetables, while accommodating special dietary needs and ethnic and cultural food preferences.
7. ACTS does not allow marketing of snacks to adolescents in residential programs.

### Eating Environment

1. Programs provide persons served with at least 20 minutes to eat sitting down for breakfast, lunch and dinner.
2. Lunch shall be scheduled between 11 a.m. and 1 p.m. Meals shall not be scheduled more than six hours apart. Meetings or resident activities shall not be scheduled during meal times.
3. Access to hand washing or hand sanitizing is provided before and after eating meals or snacks. ACTS takes reasonable steps to accommodate the tooth brushing regimens for all persons.

### Competitive Foods

- No foods or beverages are sold on campus.

### **F. Monitoring Goals:**

1. Within ACTS, Program and Hillsborough County school staff are expected to monitor the implementation of this policy and to report any issues of non-adherence to the goals outlined in this policy to the Program Director and/or Quality Improvement Manager.

### **G. Evaluation and Measurement of the Implementation of the Wellness Policy**

ACTS Wellness Coordinator will update and make modifications to the wellness policy based on the results of the annual review and triennial assessments and/or as local priorities change, community needs change, wellness goals are met, new health information and technology emerges and new federal or state guidance or

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standards are issued. The wellness policy will be assessed as indicated at least every three years following the triennial assessment.

### Triennial Progress Assessments

ACTS will conduct an assessment of the local school wellness policy to measure wellness policy compliance at least once every three years. This assessment will measure the implementation of the local school wellness policy, and include:

- The extent to which ACTS is in compliance with the local school wellness policy;
- The extent to which the local school wellness policy compares to model local school wellness policies; and
- A description of the progress made in attaining the goals of the local school wellness policy.

### **H. Informing the Public**

1. The Wellness Coordinator will ensure the most updated version of the wellness policy and triennial assessments are always available on the Agency Website.

### **I. Community Involvement**

ACTS is committed to being responsive to community input, which begins with awareness of the wellness policy. The designated Wellness Coordinator will actively communicate ways in which applicable programs can participate in the development, implementation and annual review of the local wellness policy through a variety of means, including:

- ACTS will consider youth's needs in planning for a healthy nutrition environment. Youth will be asked for input and feedback through the use of surveys and attention will be given to their comments.

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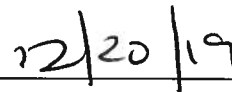
### J. Documentation

Records to document compliance with the requirements of the local school wellness policy will include, but is not limited to the following:

1. The written local school wellness policy;
2. Documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public as consistent with the section on informing and updating the public; and
3. Documentation of the triennial assessment of the local school wellness policy.



Chief Executive Officer, Asha Terminello



Date