



**Mason Elementary School
Wellness Plan**

School Year 2018

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Mason Elementary School Wellness Plan

All students in Mason Elementary School shall possess the knowledge and skills necessary to make healthy choices that promote healthy lifestyles. All staff members in Mason Elementary School are encouraged to model a lifestyle of healthy eating patterns and moderate physical activity as a valuable part of their daily lives.

To meet this goal, Mason Elementary School adopts this school wellness policy with the following commitments to implementing a coordinated approach to school health. This policy is designed to effectively utilize school and community resources and to equitably serve the needs and interests of all students and staff, taking into consideration differences in culture.

Commitment to Nutrition—Mason Elementary School will:

- Offer a school lunch program with menus that meet the meal patterns and nutrition standards established by the U.S. Department of Agriculture and the Mississippi Department of Education, Office of Child Nutrition Programs.
- Offer school breakfast with menus that meet the meal patterns and nutrition standards established by the U. S. Department of Agriculture and the Mississippi Department of Education, Office of Child Nutrition Programs.
- Promote participation in school meal programs to families and staff.
- Operate all Child Nutrition Programs with school foodservice staff who are properly qualified according to current professional standards (Mississippi Board of Education Policy, Code 2001).
- Follow State Board of Education policies on competitive foods and extra food sales (Mississippi Board of Education Policy, Code 2002).
 - Sales of food items, outside of school breakfast and lunch, will not be allowed before 1:00 PM
 - Prohibit food deliveries from outside vendors
- Include goals for nutrition promotion, nutrition education, physical activity and other school-based activities to promote student wellness.
- Implement Nutrition Standards as adopted by the State Board of Education in accordance with the Mississippi Healthy Students Act (State Board of Education Policy 4011),
 - Healthy food and beverage choices—carbonated beverages are not permitted in school cafeterias
 - Healthy food preparation—fried food are eliminated from school meals
 - Marketing of healthy food choices to students, staff and parents
 - Food preparation ingredients and products—follow guidelines of the Healthy Hunger Free Kids Act of 2010
 - Minimum time allotted for students and staff lunch and breakfast—10 minutes at breakfast and 24 minutes at lunch
 - Availability of food items during the lunch and breakfast periods of the Child Nutrition Breakfast and Lunch Programs
 - Methods to increase participation in the Child Nutrition School Breakfast and Lunch Programs.
- Establish guidelines in accordance with the ***“Smart Snacks in Schools—All Foods Sold in Schools”*** standards for all foods available on the school campus during the school day with the objective of promoting student health and reducing childhood obesity.
 - Any food sold in schools must be a “whole grain-rich product; or have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or be a combination food that contains at least ¼ cup of fruit and/or vegetable; or contain 10% of the Daily Value of one of the nutrients of public health concern in the *2010 Dietary Guidelines for Americans* (calcium, potassium, vitamin D, or dietary fiber).
 - Foods must also meet several nutrient requirements:
 - Snack items must contain zero grams of trans fat and meet the following additional requirements:
 - ≤ 200 calories
 - ≤ 230 mg sodium
 - ≤ 35% of calories may come from total fat
 - < 10% of calories may come from saturated fat
 - ≤ 35% of weight from total sugar in food item

- Entrée Items must contain zero grams of trans fat and meet the following additional requirements:
 - ≤ 350 calories
 - ≤ 480 mg sodium
 - ≤ 35% of calories may come from total fat
 - < 10% of calories may come from saturated fat
 - ≤ 35% of weight from total sugar in food item
- Accompaniments such as cream cheese, salad dressing, and butter must be included in in the nutrient profile as a part of the food item sold.
- Beverages must meet the following nutrition standards:
 - Plain water
 - Unflavored low fat milk
 - Unflavored or flavored fat free milk and milk alternatives permitted by NSLP/SBP
 - 100% fruit or vegetable juice
 - 100% fruit or vegetable juice diluted with water and no added sweeteners
- Sales vended to adult staff shall meet at least one-half the guidelines for students as outlined in the Mississippi Beverage and Snack Regulations

Commitment to Food Safe Schools—Mason Elementary School will:

- Implement a food safety program based on HACCP principles for all school meals, as required by the U.S. Department of Agriculture and the Mississippi Department of Education, Office of Child Nutrition Programs and ensure that the food service permit is current for the school site.
- Develop a food safety education plan for all staff and students, consistent with Fight Bac® (www.fightbac.org) and other national standards for safe food handling at home and in school.
- Ensure that all staff has viewed the video developed by the Office of Healthy Schools to support food safety on the school campus. For compliance with the Nutrition Standards all staff must complete and sign pre and post test developed by the Office of Healthy Schools and maintain documentation of completion. The video and Pre/Post Test can be downloaded at: http://healthyschoolsms.org/ohs_main/instructionalvideo.htm.
- All school personnel (school board members, administrators, teachers, school nurses, instructional and health services paraprofessionals, foodservice staff, custodians and facilities managers, and administrative support staff) will receive copies of the Mason Elementary School Wellness Plan to include food safety policies and procedures and relevant professional development. Examples of professional development include, but are not limited to, the video developed by the Office of Healthy Schools and *Eating Safely at School*, (<http://schoolhealth.nsba.org/site/docs/42400/42324.pdf>) developed by the National School Boards Association.
- Provide adequate access to handwashing facilities and supplies will be available whenever and wherever students, staff, and families prepare, handle, or consume food.
- Address strategies that minimize risks for students and staff who have food allergies and intolerances in the food safety assurance plan.

Commitment to Physical Activity/Physical Education—Mason Elementary School will:

- Provide 150 minutes per week of activity-based instruction for all students in grades K-5 (in accordance with Section 37-13-134, Mississippi Code of 1972, ann., reference -2012 Mississippi Public Schools Accountability Standards 32, Appendix B and 33).
- Provide Physical Education/Activity in accordance with the Physical Education Rules and Regulations as approved by the State Board of Education in compliance with the Mississippi Healthy Students Act (State Board of Education Policy 4012).
- Require fitness testing for all 5th grade students.
- Offer a planned sequential program of physical education instruction incorporating individual and group activities, which are student centered and taught in a positive environment.
- Instruction must be based on 2013-2014 Mississippi Physical Education Frameworks.
- Implement the requirements of the Mississippi Healthy Students Act of 2007 (Senate Bill 2369).

Commitment to Comprehensive Health Education—Mason Elementary School will:

- Implement the requirements of the Mississippi Healthy Students Act of 2007, which requires 45 minutes per week of health education instruction as defined by the State Board of Education for grades K through 8.
- Instruction must be based on the Mississippi Contemporary Health for grades K-5.

Commitment to a Healthy School Environment—Mason Elementary School will:

- Ensure that there are no pad locks or chains on exit doors; exits should never be obstructed (in accordance with Mississippi State Fire Code). Ensure that all exit signs are illuminated and clearly visible.
- Ensure that all chemicals are stored properly (in accordance with the Material Safety Data Sheet www.msdssearch.com).
- Refer to the U.S. Consumer Product Safety Commission's Handbook for Public Playground Safety (www.cpsc.gov); for federal guidelines for playground safety.
- Ensure that fire extinguishers are inspected each year and properly tagged.
- Complete yearly maintenance of the heating and cooling system in your school; check coils, filters, belts, etc. in order to maintain safe operation and healthy air quality.
- Conduct at least one emergency evacuation drill per month.
- Enforce an anti-bullying policy that outlines procedures for dealing with bullying situations in the school.
- Ensure that two means of egress are available in each classroom in case of an emergency; if there is only one door, designate a window (properly sized) as a means of egress.
- Never use extension cords as a permanent source of electricity anywhere on a school campus.

Comply with the applicable rules and regulations of the State Board of Education in the operation of its transportation program (in accordance with the MS Code 37-41-53; State Board of Education Policies 7903, 7904, and 7909; and Accreditation Standard #35).

- Inspect all buses on a quarterly basis and ensure that they are well maintained and clean.
- Require that all bus drivers have a valid bus driver certificate and a commercial driver's license and operates the bus according to all specified safety procedures. Maintain a record of yearly motor vehicle reports on each bus driver and evidence that each driver has received two hours of in-service training per semester. (SB Policy 7903)
- Ensure arrival of all buses at their designated school sites prior to the start of the instructional day.
- Conduct bus evacuation drills at least two times each year. (SB Policy 7904)

Provide facilities that meet the criteria of: (MS Code 37-7-301 (c) (d) (j); 37-11-5, 49 and 45-11-101; and Accreditation Standard #36).

- Provide facilities that are clean.
- Provide facilities that are safe.
- Provide proper signage that explains tobacco, weapons, and drugs are prohibited on the school campus and at school functions.
- Provide operational facilities that are equipped and functional to meet the instructional needs of students and staff (in accordance with the Mississippi School Design Guidelines at <http://www.edi.msstate.edu/guidelines/design.php>)
- Provide air conditioning in all classrooms, Code §37-17-6(2) (2000).

Comply with the requirements for Safe and Healthy Schools:

- Maintain a comprehensive School Safety Plan on file that has been approved annually by the local school board. (MS Code 37-3-81 and 37-3-82(2); and Accreditation Standard #37.1); see the School Safety Manual and the MDE School Occupational Safety and Crisis Response Plan at: <http://www.mde.k12.ms.us/safe-and-orderly-schools/school-safety>
- Prohibit the possession of pistols, firearms or weapons by any person on school premises or at school functions as outlined in State Board Policy EBB (1990). Code §37-11-18 (1996) requires any student who possesses a knife, a handgun, other firearm or any other instrument considered to be dangerous and capable of causing bodily harm or who commit a violent act on educational property be subject to automatic expulsion for one calendar year. The superintendent of the school is authorized to modify the period of time for expulsion on a case-by-case basis.
- Prohibits students from possessing tobacco on any educational property, Criminal Code §97-32-9 (2000). Code §97-32-29 (2000) further prohibits the use of tobacco on any educational property for adults who, if in violation, would be subject to a fine and issued a citation by a law enforcement officer. Educational property

is defined as any public school building or bus, campus, grounds, athletic field, or other property used or operated during a school-related activity.

Commitment to Quality Health Services—Mason Elementary School will:

- Ensure all school nurses are working under the guidelines of the 2013 *Mississippi School Nurse Procedures and Standards of Care*.
- Provide for teachers and staff training regarding signs and symptoms of asthma. (SB 2393)
- Ensure that every child who has been diagnosed with asthma has an asthma action plan on file in the school office.

Commitment to Providing Counseling, Psychological and Social Services—Mason Elementary School will:

- Adhere to the details outlined in the Licensure Guidelines (451) when hiring guidance counselors and psychologists. The state does not have a policy specifically outlining the requirements for a school social worker. For licensure as a social worker in the state of Mississippi, a candidate must: provide verification of a baccalaureate degree in social work from a college or university accredited by the Council on Social Work Education (CSWE) or Southern Association of Colleges and Schools (SACS) and scores a minimum of 70 on the ASWB basic exam.
- Provide at a minimum, a ½ time licensed guidance counselor for high school and ensure that all elementary school students have access to qualified student support personnel such as: guidance counselors, social workers, nurses, psychologists, psychometrists, and others (as required by the Mississippi Public School Accountability Standards, Process Standards 6.1 and 6.2).
- Hire school guidance counselors with a minimum of a Master's Degree in Guidance and Counseling, or in an emergency situation, an appropriate certification as determined by the Commission on Teacher and Administrator Education, Certification and Licensure and Development.
- Hire school counselors who agree to abide by the American School Counselor Association Code of Ethics.
- Ensure that all school guidance counselors provide comprehensive counseling services such as:
 - ❑ Academic and personal/social counseling.
 - ❑ Student assessment and assessment counseling.
 - ❑ Career and educational counseling.
 - ❑ Individual and group counseling.
 - ❑ Crisis intervention and preventive counseling.
 - ❑ Referrals to community agencies.
 - ❑ Educational consultations and collaborations with teachers, administrators, parents and community leaders.
 - ❑ Education and career placement services.
 - ❑ Follow-up counseling services.
 - ❑ Conflict resolution.
 - ❑ Other counseling duties or other duties as assigned by the school principal.
 - ❑ Provide teachers and administrators with health education on the topic of suicide prevention according to SB 2770.

Commitment to Family and Community Involvement—Mason Elementary School will:

- Invite parents to participate in school health planning by serving on the local School Health Council.
- Invite community members to participate in school health planning by serving on the local School Health Council.

Commitment to Implementing a Quality Staff Wellness Program—Mason Elementary School will:

- Ensure that all staff is aware of the Mississippi State and School Employees' Health Insurance Plan that has been enhanced to include WebMD, a wellness and health promotion program designed to help individuals live a healthy lifestyle and increase their overall wellness benefit.
- Provide health promotion programs for school staff to include opportunities for physical activity, health screenings, nutrition education, weight management, smoking cessation, and stress reduction and management.
- Encourage after school health and fitness sessions for school staff.

Commitment to Marketing a Healthy School Environment—Mason Elementary School will:

- Provide positive, consistent, and motivating messages about healthy lifestyle practices throughout the school setting.
- Involve students in the local school health council for planning and marketing school health messages throughout the school.
- Promote healthful eating, physical activity, and healthy lifestyles to students, parents, teachers, administrators, and the community at school events.
- Eliminate advertising or promoting unhealthy food choices on the school campus.
- Create awareness of the link between the health of students and academic performance.

Commitment to Implementation—Mason Elementary School will:

- Establish a plan for implementation of the school wellness policy.
- Designate one or more persons to insure that the school wellness policy is implemented as written.
- Establish and support a School Health Council (SHC) that addresses all aspects of a coordinated school health program, including a school wellness policy (Mississippi Code of 1972 Annotated, Section 37-13-134).
- Conduct a review of the progress toward school wellness policy goals each year to identify areas for improvement.
- Prepare and submit a yearly report to the school board regarding the progress toward implementation of the school wellness policy and recommendations for any revisions to the policy as necessary.

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