

JHCF. SCHOOL WELLNESS

I. POLICY STATEMENT

The School Board of the City of Norfolk (the “Board”) is committed to providing a school environment that enhances learning and the development of lifelong wellness behaviors. This policy is intended to meet the federal requirements of the final rule of the Healthy, Hunger-Free Kids Act 2010.

Wellness is the quality or state of being in good health especially as an actively sought goal. Two important wellness components are nutrition and physical activity. The School Board of the City of Norfolk recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity in all students in the division. It is the goal of the Board to create healthy school environments. The goal of this policy is to protect the health of all Norfolk Public Schools’ students so that they may be able to achieve their full academic potential.

The Board is committed to the optimal development of every student and believes students have the opportunity to achieve personal, academic, developmental and social success in a positive, safe and health-promoting learning environment, in every setting.

Using evidence-based strategies, the Board has established the following goals to promote student wellness:

- Access to healthy foods throughout the school day – both through reimbursable school meals and other foods available throughout the school campus– in accordance with Federal and state nutrition standards;
- Deliver quality nutrition education that helps students develop lifelong healthy eating behaviors;
- Provide opportunities to be physically active before, during and after school;
- Engage schools in nutrition and physical activity promotion and other activities that promote student wellness;
- Encourage and support school staff to practice healthy nutrition and physical activity behaviors in and out of school;
- Engage the community in supporting the work of the division in creating continuity between school and other settings for students and staff to practice lifelong healthy habits; and
- Establish and maintain an infrastructure for management, oversight, implementation, communication about and monitoring of the policy and its established goals and objectives.
- Coordinate wellness with other aspects of school management, including the School’s Improvement Plan, when appropriate.

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

II. SCHOOL WELLNESS COMMITTEE AND SCHOOL WELLNESS CHAMPIONS

A. Committee Responsibilities

The School Health Advisory Committee to the School Board (SHAC) will oversee school health and safety policies and programs, including development, implementation, periodic review and revision to this policy.

The Superintendent's designee(s) convenes the SHAC, facilitates the committee meetings, and ensures divisionwide compliance with this policy.

B. School Wellness Champion

Each school will establish a School Wellness Champion ("Wellness Champion") that will support the work of the School Wellness Committee. The Wellness Champion will ensure school-level compliance with this policy.

III. IMPLEMENTATION AND ASSESSMENT

A. Implementation

The School Board encourages parents, students, representatives of the school food professionals, health and physical education teachers, school health professionals, school administrators and the general public to participate in the development, implementation and periodic review and update of this policy.

The superintendent is responsible for overseeing the implementation of this policy and developing procedures for evaluation and assessment to measure progress and successful implementation.

An individual school compliance and progress assessment will be conducted every three (3) years of implementation this policy. The triennial assessments will be public and may be used to update this policy.

The division retains the following records to document compliance with 7 C.F.R. § 210.31:

- the written local wellness policy;
- documentation demonstrating compliance with community involvement requirements, including requirements to make the wellness policy and triennial assessments available to the public; and
- documentation of each school's triennial assessment of the wellness policy.

The superintendent is responsible for the implementation and assessment of this policy divisionwide. The implementation plan delineates roles, responsibilities, actions and timelines specific to each school, including specific goals and objectives for nutrition standards for all foods and beverages served, sold, marketed, and promoted in the school.

B. Recordkeeping

The Department of School Nutrition will maintain the compliance records for this policy. Documentation will include but is not limited to:

- the wellness policy;
- opportunities for public comment;
- policy review(s) to include dates and persons involved;
- public notification requirements and notification of opportunities to serve on the School Health Advisory Committee to the School Board; and
- policy implementation assessments on the school and administration levels.

The Clerk of the Board will maintain a copy of all compliance records and reports related to this policy.

C. Compliance Assessments

Triennially, the superintendent will evaluate the division's compliance with this policy and include:

- to the extent to which schools are in compliance;
- to the extent to which the wellness policy aligns with current research and/or requirements, guidelines, standards related to school wellness; and
- a progress report on the achievements of the Board's wellness policy goals.

The Senior Director of School Nutrition and the Chair of the SHAC will be responsible for overseeing the assessments. School assessment reports will be made available on each school's website.

IV. THE INITIAL SCHOOL HEALTH INDEX WILL BE COMPLETED NO LATER THAN JUNE 2018. REVISIONS TO THE POLICY

The School Health Advisory Committee to the School Board will make recommendations to the School Board for revisions to this policy in accordance with policy *BCFH. School Health Advisory Committee to the School Board*.

V. COMMUNITY ENGAGEMENT AND OUTREACH

A. Community Engagement

The Board is committed to engaging the community in building a safe and healthy learning environment for all students. The goal of the Board is to actively communicate the on-going status of division-wide compliance with this policy; improvements in school meals and standards; availability of child nutrition programs and the division's compliance with federal and state standards. Every effort will be made to make communications culturally and linguistically appropriate.

Communications may include notifications of opportunities to serve on the School Health Advisory Committee to the School Board and/or its subcommittee(s).

VI. NUTRITION

A. School Meals

The Board is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk that are moderate in sodium, low in saturated fat, and have zero grams of trans fat per serving (nutrition label or manufacturer's specification) and that meet the nutrition needs of school children within their caloric requirements. The School Meal Program aims to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns and to support healthy choices while accommodating cultural food preferences and special dietary needs.

1. School Meal Programs:

All schools within the division participate in U.S. Department of Agriculture (USDA) child nutrition programs, including:

- National School Lunch Program (NSLP)
- School Breakfast Program (SBP)

Schools may also participate in:

- Fresh Fruit & Vegetable Program (FFVP)
- Summer Food Service Program (SFSP)
- Child and Adult Care Food Program (CACFP)

The division operates additional nutrition-related programs and activities: "Breakfast in the Classroom" and nutrition education. The Board is 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 children;
- are served in clean and pleasant settings;
- meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations; and
- promote healthy food and beverage choices using best practice techniques such as:
 - fruits and vegetables are attractively displayed.
 - 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 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.
 - 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.

2. Menus:

- a. Menus will be posted on the division website and/or individual school websites and include nutrient content.
- b. Menus will be managed by a Registered Dietitian or other certified nutrition professional.

3. School Meal Administration:

- a. School meals will be administered by a team of child nutrition professionals.
- b. Students with special dietary needs will be accommodated.
- c. 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.
- d. Students will be served lunch at a reasonable and appropriate time of day.
- e. Elementary lunch should ideally follow the recess period to better support learning and healthy eating.
- f. Local and regional consumables and products are included in the school meal program, when available.
- g. Schools will be encouraged to host an edible garden on the school grounds.

B. Staff Qualifications and Professional Development

All school nutrition staff will meet or exceed hiring qualifications and annual continuing education requirements as required in the USDA Professional Standards for Child Nutrition Professionals.

C. Drinking Water

To promote hydration, clean, safe, unflavored drinking water will be available to all students throughout the school day and throughout every school campus at no charge. The division will provide drinking water where school meals are served during mealtimes.

- Water containers and cups will be available in the cafeteria if an operational drinking fountain is not present.
- All water sources and containers will be maintained regularly to ensure proper health safety standards. Water sources may include: drinking fountains, water jugs, hydration stations, water jets and other methods for delivering drinking water.

D. Competitive Foods and Beverages

The Board is committed to ensuring that all foods and beverages available to students during the school day support healthy eating and well-being. All foods and beverages outside the reimbursable school meal programs that are sold on the school campus during the school day will meet or exceed the USDA nutrition standards. These standards apply in all locations and through

all services where foods and beverages are sold, which may include, but are not limited to, cafeteria à la carte options, vending machines, school stores, and snack or food carts.

Foods and beverages sold and served outside of the school meal program (e.g., “competitive” foods and beverages) meet the minimum USDA nutrition standards.

E. Celebrations and Rewards

All foods offered on the school campus will meet or exceed the USDA nutrition standards, including through:

1. **Celebrations and Parties.** The division will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.
2. **Classroom Snacks Brought by Parents.** The division will provide to parents a list of foods and beverages that meet nutrition standards.
3. **Rewards and Incentives.** The division 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 performance or behavior.

F. 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. The division will provide parents and teachers a list of healthy fundraising ideas.

- All food sold on the campus during the school day must meet the “Smart Snack” regulatory requirements.
- Schools are not limited to non-food fundraisers, but are encouraged to host fundraisers that promote physical activity (such as walk-a-thons, jump rope contests, bike runs, etc.).
- Schools are not limited to the number of fundraisers hosted or held on the school campus.
- Food and beverage fundraisers held on the school campus must meet the minimum nutrition standards.
- Fundraisers held off the school campus are exempt from nutrition standards. Up to thirty (30) exempt-fundraisers are permitted per school per school year. Total exempt-fundraising days is thirty (30) days per school per school year.

G. Nutrition Education and Promotion

The Board supports nutrition promotion and education that positively influences lifelong eating behaviors.

1. Nutrition Education

Nutrition education will use evidence-based techniques to create 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.

The division will teach, model, encourage and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that:

- a. is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- b. is not limited to health and physical education instruction and is integrated into instruction through subjects such as math, science, language arts, social sciences and elective subjects;
- c. includes enjoyable, developmentally-appropriate, culturally-relevant participatory activities, such as cooking demonstrations or lessons, promotions, food tastings, farm visits and growing school gardens;
- d. promotes eating fruits, vegetables, whole-grain products, low-fat and fat-free dairy products;
- e. promotes safe food preparation methods;
- f. emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- g. aligns with school meal programs, cafeteria nutrition promotion activities, school gardens, farm to school programs, and other school foods and nutrition-related community services;
- h. teaches media literacy with an emphasis on food and beverage marketing; and
- i. includes nutrition education training for teachers and school staff.

All health education teachers will provide opportunities for students to practice the skills learned through the health education curricula.

In elementary schools, nutrition education will be offered at each grade level as part of a sequential, comprehensive, standards-based health education curriculum that meets state and national standards.

2. Nutrition Promotion

Nutrition promotion includes marketing and advertising of nutritious foods and beverages and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents, students and the community.

The division will promote healthy food and beverage choices for all students and staff throughout the school campus and encourage participation in school meal programs.

H. Food and Beverage Marketing in Schools

The Board 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. It is the intent of the Board to protect and promote student health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus and is compliant with this policy. The overall marketing goal is to teach students how to make informed choices about nutrition, health and physical activity. Messages inconsistent with the division's nutrition education curricula and promotions are not permitted.

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA nutrition standards. Only those foods that meet or exceed those nutrition standards are permitted to be served, sold, marketed or promoted on the school campus.

"Food and Beverage Marketing" is defined as advertising and other promotions in schools. Food and beverage marketing often includes an oral, written, or graphic statement 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 backboards
 - Immediate replacement of these items is not required; however, schools will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that is financially possible over time so that items are in compliance with this policy.
- 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, student assignment books or school supplies displayed, distributed, offered or sold by the division.
- Advertisements in school publications or school mailings.
- Free product samples and/or displays, taste tests, or product coupons.

Any reviews of existing contracts, acquisitions of new contracts, and equipment and/or products purchased (and replaced) should reflect the applicable marketing guidelines established in this policy.

VII. PHYSICAL ACTIVITY

Children and adolescents should participate in at least 60 minutes of physical activity every day. A substantial percentage of students' physical activity can be provided through a Comprehensive School Physical Activity Program (CSPAP). A CSPAP reflects strong coordination and synergy across all of these components:

- quality physical education as the foundation;
- physical activity before, during and after school;
- staff, family and community engagement; and
- the Board's commitment to providing these opportunities.

Each school will ensure that varied physical activity opportunities are in addition to, and not a substitute for, physical education.

Physical activity during the school day (including but not limited to recess, classroom 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. The division will provide teachers and other school staff with a list of ideas for alternative ways to manage classroom behavior.

To the extent practicable, the division is responsible for ensuring its grounds and facilities are safe and its equipment is available to all students. The division will conduct regular inspections and make necessary repairs.

- Indoor and outdoor physical activity facilities and spaces will be open to students, their families, and the community outside of school hours.
- The division will maintain and ensure that inventories of physical activity supplies and equipment are documented and, when necessary, will work with community partners to ensure sufficient quantities of equipment are available to support physical activity for as many students as possible.

A. Physical Education

The division will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards. 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, and the curriculum will incorporate essential health education concepts and support the essential components of physical education.

All students will be provided equal opportunity to participate in physical education classes. The division 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 150 minutes per week throughout the school year.

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

The physical education curriculum will promote student physical fitness through individualized fitness and activity assessments (via the Presidential Youth Fitness Program or other appropriate assessment tools) and will use criterion-based reporting for each student.

- Students will be moderately to vigorously active for at least 50% of class time during most or all physical education class sessions.
- All physical education teachers will be required to participate in professional development at least a once a year.
- All physical education classes are taught by licensed teachers who are certified or endorsed to teach health and physical education.
- Alternatives will be available for students with special needs.
- Waivers, exemptions, or substitutions for physical education classes may be approved on a need basis.

B. Recess (Elementary)

“Recess” means a segment of free time exclusive of time provided for meals during the standard school day in which students are given a break from instruction as defined by the Virginia Department of Education.

The School Board of Norfolk City Public Schools believes that recess is an integral part of a child’s school day; recess serves as a necessary break from the rigors of concentrated, academic challenges in the classroom; and, recess is a crucial and necessary component of a child’s development and, as such, it should not be withheld for punitive or academic reasons. These beliefs are supported by The American Academy of Pediatrics (AAP) and the Centers for Disease Control and Prevention (CDC).

All elementary schools will offer at least 20 minutes of recess everyday during the school year. The requirement may be waived on early dismissal or late arrival days. If recess is offered before lunch, 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.

Outdoor recess will be offered when weather is feasible for outdoor play. Students will be allowed outside for recess except when outdoor temperature is above/below the preset building temperature, inclusive of wind chill factors, during storms with lightening or thunder, during environmental warnings or alerts, or at the discretion of the building administrator based on his/her best judgment of safety conditions.

In the event that the school or division must conduct indoor recess, 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.

The Health, Safety and Physical Education Department is responsible for the maintenance, and appropriate usage of all recess equipment.

It is strongly recommended that recess be scheduled before lunch.

C. Classroom Physical Activity Breaks (Elementary and Secondary)

The Board recognizes that students are more attentive and ready to learn if provided with periodic breaks when they can be physically active or stretch. Students will be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a school week. It is recommended that teachers provide short physical activity breaks (3 to 5 minutes) to students each school day during and between classroom times. The physical activity breaks will complement, not substitute, physical education class, recess, or class transition periods.

The division will provide resources and information to access additional tools and resources for classroom physical activity breaks.

D. Active Academics

The division will incorporate movement and kinesthetic learning approaches throughout the core curriculum when possible (e.g., science, math, language arts, social studies) to limit sedentary behavior during the school day.

The division will support classroom teachers by providing annual professional development opportunities and resources, including education and information on leading activities, activity options, and the connections between learning and movement.

Teachers and staff will serve as role models by being physically active alongside the students whenever feasible.

E. Before and After School Activities

Opportunities for students to participate in physical activity either before and/or after the school day (or both) through a variety of methods will be available. The division will encourage students to be physically active before and after school by offering appropriate and reasonable options such as physical activity clubs, physical activity in aftercare, intramurals or interscholastic sports.

F. Active Transport

The Board supports and encourages active transport to and from school, such as walking or biking. Each school will designate a coordinator to promote walking and biking to school. The division will encourage this behavior by engaging in six or more of the activities below; including but not limited to:

1. Designating safe or preferred routes to school.
2. Participating in international walk to school week, national walk and bike to school weeks.
3. Providing secure storage facilities for bicycles and equipment (e.g., bike rack, shed, cage, fenced area).
4. Promoting walking and bicycling safety and the safe routes program to students, staff, and parents via the division's communication protocols.
5. Using crossing guards and designated school crossing walkways.
6. Documenting the number of children walking and or biking to and from school.
7. Creating and distributing maps of the school campus and surrounding environment (e.g., sidewalks, crosswalks, roads, pathways, bike racks, etc.).

VIII. OTHER ACTIVITIES PROMOTING STUDENT WELLNESS

Wellness activities will be integrated throughout the school campus, not limited to the cafeteria, other food and beverage venues and physical activity facilities. Initiatives related to physical activity, physical education, nutrition and other wellness components will be integrated to ensure all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development and learning outcomes.

Schools pursuing official recognition, grants and/or funding for wellness efforts and healthy school environments will be in compliance with this policy and may include the involvement of the School Wellness Committee.

All school-sponsored events will comply with this policy. All school-sponsored wellness events will include physical activity and healthy eating opportunities, when appropriate.

A. Handwashing

The division will ensure all students have access to wash their hands with soap and running water. Students will have the opportunity to wash their hands before and after lunch and after returning from recess. Students will be educated on proper handwashing technique and frequency. Many diseases are spread by not washing hands with soap and clean, running water. The Board encourages keeping hands clean through improved hand hygiene to avoid illness and spreading germs to others.

B. Community Partnerships

The division will engage in business and community partnerships and sponsorships to support the implementation and progress of this policy's goals. Existing and new community partnerships and sponsorships will be evaluated annually to ensure the implementation and established goals are met. Business and community partners may include, but are not limited to, hospitals, universities/colleges, local businesses, public health department, civic leagues, department of parks, recreation and open spaces, SNAP-Ed providers and coordinators, and more.

C. Staff Wellness and Health Promotion

The SHAC will coordinate with division and city staff to identify and disseminate wellness resources and perform other functions that support this policy.

The School Wellness Champion will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. Examples may include afterschool physical activities such as yoga, weight lifting, aerobics, hydration methods, and standing desks. The Board encourages staff member participation in health promotion programs and will support programs for staff members on health management that are accessible through contracted health services providers and approved partnerships and sponsorships.

D. Professional Learning

The division will offer professional learning opportunities and resources for staff to increase knowledge and skills about promoting and participating in healthy behaviors in the classroom and school campus. Professional learning will reinforce the connections between academics and health and the ways in which health and wellness are integrated into ongoing division efforts.

IX. GLOSSARY

Exempt Foods -- food items that have been designated as exempt from one or more of the nutrient requirements individually which are packaged together without any additional ingredients. Such “exempt foods” retain their individually designated exemption for total fat, saturated fat, and/or sugar when packaged together and sold, but are required to meet the designated calorie and sodium standards specified in VAC §§ 210.11(i) and (j) at all times.

Extended School Day – the time during, before and afterschool that includes activities such as clubs, intramural sports, band and choir practice, drama rehearsals and more.

School Campus -- all areas of the property under the jurisdiction of the school that are accessible to students during the school day.

School Day – the time between midnight the night before to 30 minutes after the end of the instructional day.

Triennial – recurring every three years.

Policy Ref.:

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- Change Lab Solutions. (2014). District Policy Restricting the Advertising of Food and Beverages Not Permitted to be Sold on School Grounds. Retrieved from <http://changelabsolutions.org/publications/district-policy-school-food-ads>
- 7 CFR 210.10 Meal requirements for lunches and afterschool snack requirements. I)Requirements for lunch periods - (1)Timing. Schools must offer lunches meeting the requirements of this section during the period the school has designated as the lunch period. Schools must offer lunches between 10 a.m. and 2 p.m. Schools may request an exemption from these times from the State agency

Policy Ref. Updated:

June 21, 2017

Legal Ref.:

42 U.S.C. § 1758b Note (Added by P.L. 108-265. 118 Stat. 730).

7 C.F.R. 210.3.

Code of Virginia, 1950, as amended, § 22.1-253.13:1.

Legal Ref. Updated:

June 21, 2017

Cross Ref.:

EFB. Free and Reduced price Food Services

IGAE/IGAF. Health Education/Physical Education

JL. Fund Raising and Solicitation

JHCH. School Meals and Snacks

KQ. Commercial, Promotional and Corporate Sponsorships and Partnerships

Cross Ref. Updated:

June 21, 2017

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Revised:

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VSBA Update

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