

<b>VICTORIA REGIONAL JUVENILE JUSTICE CENTER</b>		<b>Policy No: 11.6</b>	<b>Pages: 6</b>
<b>Chapter:</b>	Food Service	Related Standards	
<b>Subject:</b>	Wellness Policy on Physical Activity & Nutrition	USDA Dietary Guidelines for Americans National School Lunch Program	

I. POLICY:

The Victoria Regional Juvenile Justice Center is committed to providing school environments that promote and protect children’s health, well-being, and ability to learn by supporting healthy eating and physical activity that encourages positive achievements while in custody which can lead to lifelong maintenance of healthy habits. Victoria County participates in the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) including morning snacks. Nutritional guidelines for reimbursable school meals shall be at least as restrictive as federal regulations and guidance. All foods available are in accordance with the USDA Dietary Guidelines for Americans and Texas Public School Nutrition Policy.

Assessment:

A yearly assessment will be conducted to ensure compliance with the wellness policy. The review will determine if the policy aligns to model local wellness policies which use evidence-based strategies. A Multi year comparison of the policy will be conducted with the contract dietician.

Development:

The wellness policy will be developed following the National School lunch program and the School Breakfast program with input of the wellness committee.

Implementation:

The wellness policy will be implemented through staff basic orientation training, annual training, and providing information to the youth upon the intake process. Annual assessment and updates will be conducted by the wellness committee.

Records Retention:

The Clerk III and Kitchen supervisor will ensure all documentation related to the wellness policy, implementation plan, and activities and/or events will be retained as required.

Update: The wellness committee will evaluate the wellness plan each year to determine if changes are needed and will ensure action is taken on needed changes. The compliance Officer will update the policy as needed and provide the updates to the Facility Administrator and Training Officer to ensure updates are implemented and staff is trained annually.

II. DEFINITIONS: NONE

III. PROCEDURES:

- A. Nutritional guidelines and wellness goals shall be developed in consultation with the facility administrators, NSLP coordinators, nurse/medical personnel, school administrators, and the food management company. Feedback from the staff and youth in the facility are also taken into consideration. The department’s NSLP coordinators will ensure nutritional information for products is reviewed at least once a year.
- B. The food service program, juvenile staff, and school staff shall provide all residents with nutritious meals and snacks according to nutritional standards required by state and federal guidelines.

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- C. Residents will be provided with access to nutritious and appealing foods that meet the health and nutrition needs of these residents; accommodate the religious, ethnic, and cultural diversity of the residents in meal planning; and will provide clean, safe and pleasant settings and adequate time for the residents to eat.
- D. The facility will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs.
- E. All residents will have opportunities, support, and encouragement to be physically active on a regular basis.

**IV. QUALIFICATIONS OF FOOD SERVICE STAFF**

- 1. Qualified nutrition professionals will administer the school meal programs.
- 2. Food service staff will attend continuing professional development.
- 3. Staff development programs will include appropriate certification and/or training programs for kitchen supervisor, cooks and part time cooks according to their levels of responsibility.

**V. MEALS, SNACKS & BEVERAGES**

- A Meals served through the National School Lunch and Breakfast Programs (including morning snacks) will:

- 1. Be appealing and attractive to residents;
- 2. Be served in clean and pleasant settings;
- 3. Meet, at a minimum, nutritional requirements established by local, state, and federal statutes and regulations;
- 4. Offer a variety of fruits and vegetables;
- 5. Ensure that half of the served grains are whole grain; and
- 6. Information may be shared about the nutritional content of meals with staff and students.

- B. Scheduling of Meals

- 1. Residents will be provided with at least 10 minutes to eat after sitting down for the meal; (20 minutes for dinner);
- 2. Meals will be scheduled at appropriate times, e.g., lunch will be scheduled between 11:00 a.m. and 1:00 p.m.;
- 3. Tutoring, or other organizational meetings or activities will not be scheduled during mealtimes, unless the resident is allowed to eat during such activities;
- 4. Residents will have access to hand washing or sanitizing before they eat their meals or snacks; and
- 5. Reasonable steps to accommodate the tooth-brushing regimens of residents with special oral health needs (e.g. orthodontia or high tooth decay risk).

- C. Beverages Served

- 1. Water without added caloric sweeteners;
- 2. Fruit and vegetable juices that do not contain additional caloric sweeteners; and
- 3. Unflavored low-fat (1%) or fat-free fluid milk and nutritionally-equivalent non-dairy alternatives (to be defined by USDA).

- D. Snacks Served

- 1. The program will assess when to offer snacks based on timing of school meals, nutritional needs, ages, and other considerations;

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2. Snacks served in the morning will make a positive contribution to the resident's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and low fat or fat free milk as the primary beverage.

E. Sharing of Foods and Beverages & Rewards

1. Residents are prohibited from sharing their foods or beverages with one another, given concerns about allergies and other restrictions on diets and written policy.
2. Foods or beverages that do not meet USDA Smart Snacks guidelines will not be used during school hours.
3. Celebrations and other activities will be limited during the school day to no more than four events during the school calendar year, which involve food and beverages that do not meet USDA guidelines. The Facility Administrator shall approve all events, including foods and beverages provided to the residents.
4. Foods or beverages, especially those that do not meet the nutritional standards for foods and beverages will not be used as rewards for academic performance or good behavior.

F. Punishment

1. Staff will not withhold food or beverages as a punishment.

VI. NUTRITION AND PHYSICAL ACTIVITY PROMOTION AND FOOD MARKETING

A. The facility shall provide nutrition education and engage in nutrition promotion that;

1. Is offered at each age level as a part of sequential, comprehensive, standards-based program designed to provide residents with the knowledge and skills necessary to promote and protect their health;
2. Is part of not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects;
3. Includes enjoyable, developmentally-appropriate, culturally-relevant, participatory activities, such as contests, and promotions;
4. Promotes fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices;
5. Emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise);
6. The NSLP coordinators and facility staff will coordinate the promotion of nutrition messages in appropriate settings (talking to residents about TDA guidelines, healthy eating habits and the importance of exercise); and
7. Includes training for teachers and other staff annually by the Contract Dietician or Region III Education Service Center.

B. Food Marketing

1. Marketing will be consistent with nutrition education and health promotion.
2. The facility will limit food and beverage marketing to the promotion of foods and beverages that meet the nutrition standards for meals or for foods and beverages sold individually.
3. Marketing of brands promoting predominantly low-nutrition foods and beverages is prohibited.
4. The promotion of healthy foods, including fruits, vegetables, whole grains, and low-fat dairy products is encouraged.

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C. Integrating Physical Activity into the Classroom Setting – for residents to receive the nationally-recommended amount of daily physical activity (i.e. at least 60 minutes per day) and for residents to fully embrace regular physical activity as a personal behavior, residents need opportunities for physical activity beyond physical education class.

1. Large muscle exercise will be scheduled daily for all residents, including residents with disabilities, special health-care needs and in alternative educational settings.
2. Residents will spend a percentage of physical education class time participating in moderate to vigorous physical activity.
3. Classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically active lifestyle and to reduce time spent on sedentary activities, such as watching television;
4. Opportunities for physical activity will be incorporated into other subject lessons; and
5. Teachers will provide short physical activity breaks between lessons or classes, as appropriate. Activities such as school wide testing when it is necessary for residents to remain indoors for long periods of time, periodic breaks will be provided in which residents will be encouraged to stand and be moderately active.
6. Strategies and goals may include, but not limited to; Improving health and wellbeing:
  - a. Encouraging a personal commitment by the resident to adopt healthy activities as a permanent lifestyle;
  - b. Helping to reduce stress and improve mental functioning;
  - c. Improving productivity in school and community;
  - d. Providing adequate and appropriate equipment for all residents to participate in physical education/activity.

D. Physical Activity and Punishment

1. Teachers and other personnel will not use physical activity (e.g., running laps, pushups) or withhold opportunities for physical activity (e.g., recess, physical education) as punishment.

**VII. PARENT COMMUNICATION**

1. Victoria Regional Juvenile Justice Center will support parent's interest to provide a healthy diet and daily physical activity for their children. The wellness policy is located on the county website.
2. Information will be provided upon request about nutrition and other program-based physical activity opportunities provided for their children.

**VIII. STAFF WELLNESS** – The Victoria Regional Juvenile Justice Center highly values the health and well-being of every staff member and will plan and implement activities and policies that should establish and maintain a staff wellness committee composed of a dietitian or other health professional, recreation program representative, and employee benefits specialist.

1. The committee will develop, promote and oversee a multifaceted plan to promote staff health and wellness.
2. The plan will be based on input solicited from department staff and will outline ways to encourage healthy eating, physical activity, and other elements of a healthy lifestyle among department staff.

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**IX. WELLNESS ADVISORY COMMITTEE**

1. The department will convene a Wellness Advisory Committee to develop, implement, monitor, review, and as necessary, revise nutrition and physical activity policies.
2. The Wellness Advisory Committee will consist of the Contract Dietician, Assistant Chief, Facility Administrator, Compliance Officer, Facility LVN, Kitchen Supervisor, Clerk III, and the Child Nutrition Specialist (Region 3).
3. The committee will also serve as resources to the departmental programs for implementing these policies.
4. The committee shall consist of a group of individuals representing the individual programs affected, program youth, food service personnel, facility administrators, teachers, and health professionals.

**X. MONITORING**

1. The Assistant Chief Juvenile Probation Officer will ensure compliance with established nutrition and physical activity wellness policies.
2. In each program, the Assistant Chief JPO or designee will ensure compliance with those policies in his/her program and will report on compliance to the Assistant Chief/Chief Probation Officer.
3. Food service staff will ensure compliance with nutrition policies within the food service areas and will report on this matter to the Assistant Chief JPO.
4. The Department will report on the most recent USDA School Meals Initiative (SMI) review findings and any resulting changes.
5. If the department has not received a SMI review from the state agency within the past five years, the department will request from the state agency that a SMI review be scheduled as soon as possible.
6. The Assistant Chief JPO or designee will develop a summary report every three years on Institution wide compliance with the Department's established nutrition and physical activity wellness policies.

**XI. POLICY REVIEW**

1. Nutrition and physical activity assessments will be conducted annually to help review policy compliance, assess progress, and determine areas in need of improvement.
2. As a part of that review the department will review its nutrition and physical activity policies; provision of an environment that supports healthy eating and physical activity; and nutrition and physical education policies and program elements.
3. The department will, as necessary, revise the wellness policies and develop work plans to facilitate their implementation.

**XII. TDA Requirement**

1. The Victoria Regional Juvenile Justice Center (VRJJC) will contact the Texas Department of Agriculture (TDA) within 24 hours to report any complaints received by detained residents in the facility concerning civil rights discrimination issues regarding food distribution.
  - a. Civil Rights Discrimination on the basis of:
    - i. Age
    - ii. Color
    - iii. Disability
    - iv. National origin
    - v. Race and
    - vi. Sex and/or gender
  - b. The Compliance Officer/designee will contact TDA upon receiving a grievance alleging Civil Rights Discrimination.
  - c. TDA contact number to report is (512) 463-7476.
2. Civil Rights training will be conducted with all staff at the VRJJC.

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XIII. Documentation

1. Training documentation will include the following information: date, topic, and participants names and indication of attendance. This will be maintained by the training coordinator.
2. The compliance Officer will maintain documentation of all complaints submitted to TDA on the facility grievance forms to include documentation related to the resolution of any complaint.
3. Documentation on all the reviews of the facility wellness policy will be maintained on the last page of this policy.
4. Documentation will be retained for three years.

Effective Date: 07/16	Last Change Date: 08/10/16 Reviewed 7/23/19	Approved By:
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