

ADMINISTRATIVE PROCEDURES	
<i>Administrative Procedure Section</i> HEALTH AND SAFETY	<i>Policy Number</i> 410
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ADMINISTRATIVE PROCEDURE TITLE

Nutrition - Creating a Healthy School Nutrition Environment

1.0 ADMINISTRATIVE PROCEDURE

- 1.1 The Board will communicate and encourage the following consistent healthy eating messages in school and Catholic Education Centre environments in order to promote a positive effect on health, growth, and intellectual development:
 - healthy food choices help to support learning and performance;
 - healthy eating enhances physical, emotional, social, and intellectual development;
- 1.2 Food and beverages offered or sold in schools and at the Catholic Education Centre will reinforce the nutrition guidelines emphasized in the Ontario Curriculum, Canada's Food Guide, and in educational programs offered in our schools and at the Catholic Education Centre. This includes cafeterias, canteens, vending machines, lunch, breakfast and snack programs, fund-raising events, meetings, workshops, school council events, and any other school-related functions.
- 1.3 The Board will support opportunities for staff development and training for effective delivery of nutrition curriculum.
- 1.4 Foods served and sold in schools and the Catholic Education Centre will be handled and prepared safely to prevent the spread of food-borne illness and disease. The Board and principals will work with Public Health Department/Units and other local partners to ensure that nutrition and food safety training for food service staff, including volunteers, is available. Hand washing shall be promoted as a simple and effective way to reduce the spread of food-borne illnesses.

- 1.5 The Board will work with partners in an effort to provide healthy food choices for students and staff, and to ensure that these healthy choices are competitively priced.
- 1.6 School principals will encourage the development of universal Student Nutrition Programs (healthy breakfast and/or snack programs) in order to ensure that children have access to nutritious foods. These programs will be developed in consultation with regional Student Nutrition Program Coordinators and Ministry of Children and Youth Services Student Nutrition Program Guidelines.
(Visit: <http://www.studentnutritionprogram.ca>)
- 1.7 Foods and beverages “not permitted” for sale will not be offered or sold in schools, and “sell less” items will make up no more than 20 percent of all food choices offered or sold in schools as per PPM 150.
- 1.8 Principals will make use of the Call to Action: Creating a Healthy School Nutrition Environment Handbook in working with parents, staff, and students. Staff will access appropriate resources and nutrition education opportunities such as:
 - Ontario Curriculum Healthy and Physical Education, 2010-2011
 - Health Unit Staff
 - Ontario School Food and Beverage Policy - Elementary Teacher Resource Guide 2011
 - Ontario Physical and Health Education Association (OPHEA) Health and Physical Education Curriculum Resources, Grades 1 to 8, and curriculum support documents Grades 9 and 10
 - Eating Well with Canada’s Food Guide
 - Nutrition Tools for Schools© (Elementary)
 - Curriculum Based Workshops
 - Ministry of Education Healthy School website (linked through Intranet and Internet)
- 1.9 Board staff will collaborate with the local Public Health Department/Unit in their ongoing efforts to educate and encourage students, parents, and the community about nourishment programs and nutrition education.
(Appendix B - Supports for Creating a Healthy School Nutrition Environment)
- 1.10 Schools will use a comprehensive approach to healthy eating involving the whole school community - staff, families, individuals, and organizations. Each school will recognize, value, support, and encourage parental and student involvement in planning school food choices and in making changes to reflect a healthy school nutrition environment.
- 1.11 Staff and volunteers will limit the use of food as a reward to promote positive classroom behaviours. Finding alternatives to food to reinforce

behaviours is an important part of providing a healthy school environment.
(Appendix E - Healthy Classroom Rewards)

- 1.12 Foods and beverages sold or made available at school for lunch, canteen, and snack programs will emphasize vegetables and fruit; lower fat white and/or chocolate milk; whole grain products; lean meats; food prepared with little or no fat; and foods low in salt, sugar, and caffeine.
(Appendix D - Healthy Pizza Days and Appendix F - Healthy Catered Lunches)

- 1.13 Fund-raising with healthy food and beverages or non-food items will be considered to provide another opportunity to support healthy food choices taught in the classroom, home, and broader community.

School-sponsored fund-raising activities will promote either nutritious foods or non-food items. When food is chosen as the fund-raiser item, only foods with maximum nutritional value will be used.
(Appendix C - Healthy School Fundraising)

- 1.14 The School Board, through the Purchasing Department, will work towards providing healthy options in school vending machines that are competitively priced.
- 1.15 Staff members will adhere to policies regarding allergy-safe foods and safe food environments. The Anaphylaxis Policy of the Board will be implemented when considering foods sold, served, or brought into the school or the Catholic Education Centre.
- 1.16 School principals will ensure that all food preparation follows good food safety practices. Principals are encouraged to work with their local Public Health Department/Unit to access food safety training.
- 1.17 All schools will provide adequate time (ideally a 15-20 minute nutritional break) for all students during lunch times. As well, schools will encourage all students to wash their hands before and after eating.
- 1.18 Classroom teaching tools should not display or promote corporate logos or brand names. The use of actual packaged foods to teach label reading, for example, is permissible.
- 1.19 School staff will encourage parents and/or guardians to send nutritious meals and snacks to schools and events by role modeling healthy eating behaviours and by providing information in school newsletters, in collaboration with local Public Health Department/Units. Foods in a student's lunch should never be critiqued. Offering or selling healthy foods in the school environment helps to educate students (and their caregivers) about healthy eating.

- 1.21 School staff and volunteers are encouraged to implement universal Student Nutrition Programs (healthy breakfast and snack programs) in schools in order to ensure that children have access to nutritious foods. These programs will be developed in consultation with regional Student Nutrition Program Coordinators and the Ministry of Children and Youth Services Student Nutrition Program Guidelines. (Visit: <http://www.studentnutritionprogram.ca>)

2.0 TERMS AND DEFINITIONS

2.1 ANAPHYLAXIS

Anaphylaxis is an acute systemic (multi-system) and severe Type I Hypersensitivity allergic reaction in humans and other mammals. Minute amounts of allergens may cause a life-threatening anaphylactic reaction. Anaphylaxis may occur after ingestion, skin contact, injection of an allergen or, in rare cases, inhalation.

2.2 ABSTINENCE

Abstinence forbids the use of meat, but not of eggs, milk products or condiments made of animal fat.

Abstinence does not include meat juices and liquid foods made from meat. Thus, such food as chicken broth, consommé, soups cooked or flavoured with meat, meat gravies or sauces as well as seasonings or condiments made from animal fat are not forbidden.

2.3 FAST

Fasting means partaking of only one full meal. Some food (not equaling another full meal) is permitted at breakfast and around midday or in the evening - depending on when a person chooses to eat the main or full meal.

Ash Wednesday and Good Friday are days of fasting. Fridays during the Season of Lent are days of abstinence. Catholics between the ages of 18 and 60 are obliged to fast on Ash Wednesday and Good Friday. All Catholics 14 years old and older are required to abstain from meat and meat products all the Fridays of Lent. Catholics with medical considerations will be exempt.

2.4 FOOD-BORNE ILLNESS

Food-borne illness (also food-borne disease) is any illness resulting from the consumption of food. Food-borne illness is commonly called food

poisoning, even though most cases are caused by a variety of pathogenic bacteria, viruses, prions, or parasites that contaminate food, rather than chemical or natural toxins.

Foods served and sold in schools and the Catholic Education Centre will be handled and prepared safely to prevent the spread of food-borne illness and disease.

2.5 HEALTHY SCHOOLS

Healthy Schools is an approach to school-based health promotion involving a broad spectrum of programs, activities, and services that take place in schools and their surrounding communities. The foundation for this would be based in the Ontario Health and Physical Education Curriculum and the Ministry of Education Ontario: Foundations for a Healthy School. Components include high quality instruction and programs, healthy physical and supportive social environments, and school and community partners.

2.6 HEALTHY FOOD CHOICES

Foods and Beverages with Maximum Nutritional Value

Healthy food choices are foods and beverages with maximum nutritional value. PPM 150 identifies nutrition standards for “sell most” foods and beverages. PVNCCDSB supports this as the minimum standard but encourages schools to make even healthier choices in consultation with local health units. Generally foods of maximum nutritional value are:

- part of the four food groups in Canada’s Food Guide;
- higher in nutrients needed for optimal growth and development (e.g. iron, vitamin D, calcium, vitamin C, vitamin A, protein);
- higher in fibre (for grain products and whole fruit and vegetables); and
- usually contain little or no added fat, salt, and sugars.
(Appendix A - Nutrition Tools for Schools© Nutrition Standards)

Foods and Beverages with Minimum Nutritional Value

PPM 150 also identifies “sell less” and “not permitted” for sale food items. At PVNCCDSB, “not permitted” for sale items will not be offered, and “sell less” items will make up no more than 20 percent of all food and beverage choices. Foods* and beverages with minimum nutritional value:

- contain low amounts of essential nutrients and fibre; and/or
- are too high in unhealthy fats; and/or
- are high in added sugars or added salt; and/or

- are usually not part of any of the four food groups; Canada's Food Guide recommends limiting foods and beverages high in calories, fat, sugar, or salt.
 - * Exceptions are sauces, condiments, toppings, and spreads that can be used in modest amounts as part of a meal or snack.

(Appendix A - Nutrition Tools for Schools© Nutrition Standards)

2.7 NUTRITION EDUCATION

Nutrition education is the process of teaching validated, current nutrition knowledge in ways that promote the development and maintenance of positive attitudes and habits of making healthy food choices.

3.0 REFERENCES/RELATED DOCUMENTS

Education Act, Section 265, Duties of Principals: Care of Pupil, 1990

Ministry of Education and Ministry of Health Promotion Foundations for a Healthy School, <http://www.ontario.ca/healthyschools>

Ministry of Education Policy/Program Memorandum No. 135, Healthy Foods and Beverages in Elementary School Vending Machines, 2004

Ministry of Education Policy/Program Memorandum No. 150, School Food and Beverage Policy and Nutrition Standards for Ontario Schools

Ministry of Education School Food and Beverage Policy Training Modules and Online Resources, 2010 <http://www.ontario.ca/healthyschools>

Bill 8 - "Healthy Foods for Healthy Schools Act," - an Act to amend the Education Act, 2008

Ontario Physical and Health Education Association (OPHEA) - Health and Physical Education Curriculum Resources, Grades 1 to 8, and curriculum support documents Grades 9 and 10

Ontario Physical and Health Education Association (OPHEA) – Elementary healthy eating lesson plans and Secondary healthy eating lesson plans
Health Canada Eating Well with Canada's Food Guide, 2007

Health Canada Eating Well with Canada's Food Guide, First Nations, Inuit and Métis, 2007

Health Canada Eat Well and Be Active Educational Toolkit, 2010

Student Nutrition Program Central East Ontario,

<http://www.studentnutritionprogram.ca>

Ontario Society of Nutrition Professionals in Public Health School Nutrition Workgroup Steering Committee, Call to Action: Creating a Healthy School Nutrition Environment, 2004

Ontario Public Health Units - Nutrition Tools for Schools - A Toolkit for Ontario Public Health Units to Support Elementary Schools in Creating a Healthy Nutrition Environment, Creating a Healthy School Nutrition Environment (CHSNE) Health Unit Collaboration, 2007

Ministry of Children and Youth Services - Student Nutrition Program and Nutrition Guidelines, 2007

4.0 RELATED ADMINISTRATIVE PROCEDURES

AP-FIN-201, Fund-raising in Schools

AP-HS-401, Administration of Medication Procedures or Health Support Services and Emergency Response

AP-HS-404, Anaphylaxis: Reducing the Risks

5.0 RELATED FORMS

Health 5, Emergency Response Procedures for Medical Conditions (Policy 401)

6.0 ADMINISTRATIVE PROCEDURE REVIEW DATE

June 2016

7.0 APPROVED BY BOARD

February 24, 2009

8.0 EFFECTIVE DATE

September 1, 2013

9.0 REVIEW BY

Learning Support Services

10.0 LAST REVISION DATE

September 1, 2013