



## *Highlights for Administrators*

The state and federal government require schools to have a written wellness policy. The goal is to improve healthy eating, physical activity, and overall student wellness.

### **Celebrations**

#### *Birthdays*

- ◆ Let faculty know if and how birthdays are celebrated in your school
- ◆ If your school routinely asks families to send in food to celebrate student birthdays, tell teachers to encourage non-food items, like party favors or craft items

#### *Classroom celebrations*

- ◆ Educate staff on non-food celebrations and ensure that contributions for celebrations that include food are predominantly healthy, with less healthy foods served in smaller portions
- ◆ Inform families that candy and soda may not be brought to school

See [www.cambridgepublichealth.org/services/school-health/school-wellness.php](http://www.cambridgepublichealth.org/services/school-health/school-wellness.php) for more healthy school celebrations ideas

### **Water**

- ◆ Ensure that tap water is available and accessible to all students at meals and during the day

### **Classroom Snacks**

- ◆ Educate families on the importance of providing healthy snacks for students in appropriate portions
- ◆ Provide a list of recommended snacks to families
- ◆ Remind families and notify teachers and the school nurse about student's food allergies

### **Food Fundraising**

- ◆ Ensure that students do not have access to bake sales and other food fundraisers from 30 minutes prior to the start of the school day until 30 minutes after the school day ends, or until the late bus arrives, whichever is later
- ◆ Ensure that candy and soda are not sold at fundraisers
- ◆ Non-food fundraisers are recommended, however if schools choose to sell food to raise funds outside of school hours, healthy foods should be encouraged

See [www.cambridgepublichealth.org/services/school-health/school-wellness.php](http://www.cambridgepublichealth.org/services/school-health/school-wellness.php) for more healthy school fundraising ideas.

## Health Education and Screening

- ◆ Ensure that K-5 students are taught health education once a week. Health is taught by specialists in grades 6-12
- ◆ Collaborate with the Cambridge Public Health Department to ensure health screenings are completed on an annual basis with follow-up when indicated. These include:
  - Dental for JK-4
  - Postural for 5-9
  - Vision for JK-5, 7, 9
  - BMI for K-8, 10
  - Hearing for JK-3, 7, 9

## Rewards

- ◆ Remind staff they are not allowed to give students food or beverages as rewards or withhold food/meals as punishment. Encourage non-food rewards.

See [www.cambridgepublichealth.org/services/school-health/school-wellness.php](http://www.cambridgepublichealth.org/services/school-health/school-wellness.php) for more non-food reward ideas.

## Recess

- ◆ Ensure that K-8 students have 20 minutes of recess daily, ideally before lunch, with extra recess for kindergartners
- ◆ Reinforce with staff that students may not be kept from going to recess as punishment or to make up work, unless under unusual circumstances
- ◆ Recess may not be cancelled due to weather, unless absolutely necessary. The following framework is recommended for recess decisions:
  - Below 32 degrees – outdoor recess with coats, long pants, gloves, hats
  - Below 15 degrees – shortened outdoor recess
  - Below 10 degrees – indoor recess

*Remind families to send appropriate clothing for outdoor recess*