

# RIVERSIDE HIGH SCHOOL

## HEALTH & WELLNESS



2015-2016

**RIVERSIDE JUNIOR HIGH AND HIGH SCHOOL  
WELLNESS COMMITTEE MEMBERS**

**2015 – 2016**

**Donald Coleman, Principal**

**James Branning, Assistant Principal**

**Paden Dawkins, Registered Nurse**

**Rhonda Lewis, Nutrition Teacher**

**Kevin Gladney, Physical Education Teacher**

**Vickie Barrett, Counselor**

**Bettie Martinek, Special Education**

**Billy Ray, History Teacher**

**Gloria Hughes, Librarian**

**Brad Andrews, Drug Education Teacher**



# Riverside Junior High/ High School Wellness Policy

## **Rationale:**

The link between health of students and learning is well documented. If children are to be successful in school they cannot be tired, hungry, sick, suffering from drug abuse, or worried that school is an unsafe environment in which they could become a victim of a violent act. It has become apparent that problems such as poor nutrition, lack of physical activity, substance abuse, depression, teen pregnancy, obesity, bullying, and more - can adversely affect not only a child's health, but also his or her ability to learn! And that is precisely why a coordinated approach to school health can make a difference! A coordinated approach to school health improves kids' health and their capacity to learn through the support of families, schools, and communities working together. At its very core, a coordinated approach to school health is about keeping students healthy over time, reinforcing positive healthy behaviors throughout the school day, and making it clear that good health and learning go hand in hand.

## **Goal:**

All students in Riverside Junior High/ High School shall possess the knowledge and skills necessary to make healthy choices that promote healthy lifestyles. All staff in Riverside Junior High/ High School is encouraged to model healthful eating and physical activity as a valuable part of daily life.

To meet this goal, the Riverside Junior High/ High School adopt 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**

This policy does not apply to school-related events, such as interscholastic sporting events, school plays, and band concerts; where parents and other adults are a significant portion of the audience or are selling beverages and foods as boosters.



The Riverside Junior High/ High 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 and snack programs ( where approved and applicable) 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.
- Encourage school staff and families to participate in school meal programs.
- **Qualifications of School Food Service Staff:** Operate all Child Nutrition Programs with school food service staff that are properly qualified according to current professional standards (Mississippi Board of Education Policy, Code EE-2E).
- 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),  
[www.healthyschoolsms.org/MSHealthyStudentsAct.htm](http://www.healthyschoolsms.org/MSHealthyStudentsAct.htm).
- **Meal Scheduling:** Provide adequate time for students to eat and enjoy school meals (a minimum of 15-20 minutes at breakfast and 18-25 minutes at lunch).
- **Cafeteria Environment:** Establish a cafeteria environment conducive to a positive dining experience, with socializing among students and between student adults; with supervision of eating areas by adults who model proper conduct and voice level; and with adults who model healthy habits by eating with the students.
- Eliminate all non-nutritious foods/beverages and add nutritious and appealing options (such as fruits, vegetables, nuts, trail mix, beef jerky, reduced-fat milk, reduced-fat yogurt, reduced-fat ice cream, baked chips, reduced-fat cheese, 100% juice, and water) whenever foods/beverages are sold or otherwise offered at school during school hours including parties and celebrations. See Appendix A for guidelines and options.
- **Vending Machines:** Eliminate all non nutritious items from vending machines that are accessible to students during the day. Only 100% juice, milk, and water will be available.
- **Staff Guidelines:** Demonstrate good nutrition by not consuming non-nutritional snacks in the presence of students during school hours. The consumption of non-nutritional snacks by faculty and staff must be confined to the staff lounge or items must be contained in a non-labeled container or thermos.
- **Rewards and Punishments:** Our school will eliminate foods as rewards for student accomplishments and the withholding of food as punishment



- (e.g., restricting a child's selection of flavored milk at meal time due to behavior problems or not allowing a child to purchase ice cream due to behavior problems). See Appendix B for example of non-food rewards.
- **Fundraising:** Use services, contests, non-food items, and/or healthy foods for fundraising programs for all school based organizations. The sale of candy is prohibited. See Appendix C for alternative fundraising ideas.
  - **Marketing:** Provide nutrition information for parents, including nutrition analysis of school meals and resources to help parents to improve foods they prepare and serve at home.

## Commitment to Food Safe Schools

The Riverside Junior High/High School will:

- Establish food safety as a key component of all school food operations and ensure that the food service permit is current for the Food Service school site.
- 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.
- Food safety education will be presented to grades 7-12 using the Fight Bac® curriculum ([www.fightbac.org](http://www.fightbac.org)).
- 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://healthyschoolms.org/ohsmain/instructionalvideo.htm>.
- All school personnel (school board members, administrators, teachers, school nurses, instructional and health services paraprofessionals, food service staff, custodians and facilities managers, and administrative support staff) will receive copies of the Riverside Junior High/High School Wellness Policy 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.

- Adequate access to hand washing facilities and supplies will be available whenever and wherever students, staff, and families prepare, handle, or consume food.

### **Food Safety Plan**

Food borne illness is the sickness that results from eating foods that are contaminated with harmful bacteria and other microorganisms. To keep food safe from harmful bacteria, our school will follow these basic food safety principles anytime food is served at school:

- **Clean-** Wash hands, utensils and surfaces with hot soapy water before and after food preparation, and especially after preparing meat, poultry, eggs or seafood to protect adequately against bacteria. Using a disinfectant cleaner or mixture of bleach and water on surfaces and antibacterial soap on hands can provide some protection. Adequate access to hand washing facilities and supplies will be available whenever and wherever students, staff and families prepare, handle, or consume food. Disposable gloves will be used when preparing and serving ready-to-eat foods, such as fruits, vegetables, sandwiches, and salads.
- **Separate-** Keep raw meat poultry, eggs, and seafood and their juices away from ready-to-eat foods; never place cooked food on an unwashed plate that previously held raw meat, poultry, eggs, or seafood.
- **Cook-** Cook food to the proper internal temperatures (this varies for different cuts and types of meat and poultry) and check for doneness with a food thermometer. Cook eggs until both the yolk and white are firm.
- **Chill-** Refrigerate or freeze perishables, prepared food and leftovers within two hours and make sure the refrigerator is set at not higher than 40°F.

### **Commitment to Managing Students with Food Allergies:**

Food allergies can be life threatening. The risk of accidental exposure to foods can be reduced in the school setting if schools work with students, parents, and physicians to minimize risks and provide a safe educational environment for food-allergic students.



### **Family's Responsibility**

- Notify the school of the child's allergies.
- Provide written medical documentation, instructions, and medications as directed by a physician.
- Work with the school team to develop a plan that accommodates the child's needs throughout the school including in the classroom, cafeteria, after-school programs, school-sponsored activities, and on the school bus.
- Provide properly labeled medications and replace medications after use or upon expiration.
- Educate the child in the self-management of their food allergy including:
  1. Safe and unsafe foods
  2. Strategies for avoiding exposure to unsafe foods
  3. Symptoms of allergic reactions
  4. How and when to tell an adult they may be having an allergy-related problem
  5. How to read food labels (age appropriate)
- Review policies/procedures with the school staff, the child's physician, and the child (if age appropriate) after a reaction has occurred.
- Provide emergency contact information.

### **School's Responsibility**

- Be knowledgeable about and follow applicable federal laws including ADA, IDEA, Section 504, FERPA, and any state laws or district policies that apply.
- Review the health records submitted by the parents and physicians.
- Include food-allergic students in school activities. Students should not be excluded from school activities solely based on their food allergy.
- Identify a core team of , but not limited to, school nurse, teacher, principal, school food service manager/director, and counselor (if available) to work with parents and the student (age appropriate) to establish a prevention plan.
- Assure that all staff who interact with the student on a regular basis understands food allergy, can recognize symptoms, knows what to do in an emergency, and works with other school staff to eliminate the use of food allergens in the allergic student's meals, educational tools, arts and crafts projects, or incentives.
- Coordinate with the school nurse to be sure medications are appropriately stored, and be sure that an emergency kit is available that contains a physician's standing order for epinephrine. Emergency medication should be kept in an easily accessible location central to designated school

personnel. Students should be allowed to carry their own epinephrine, if age appropriate, after approval from the student's physician and parent.

- Designate school personnel who are properly trained to administer medications in accordance with the State Nursing and Good Samaritan Laws governing the administration of emergency medications.
- Be prepared to handle a reaction and ensure that there is a staff member available who is properly trained to administer medications during the school day regardless of time or location.
- Review policies/prevention plan with the core team members, parents/guardians, student (age appropriate), and physician after a reaction has occurred.
- Work with the district transportation administrator to assure that school bus driver training includes symptoms awareness and what to do if a reaction occurs.
- Recommend that all buses have communication devices in case of an emergency.
- Enforce a "no eating" policy on school buses with exception made only to accommodate special needs under federal or similar laws, or school district's policy.
- Discuss field trips with the family of the food-allergic child to decide appropriate strategies for managing food allergy.
- Follow federal/state/district laws and regulations regarding sharing medical information about the student.
- Takes threats or harassment against an allergic child seriously.

### **Student's Responsibility**

- Student should not trade food with others.
- Student should not eat anything with unknown ingredients or known to contain allergens.
- Student should be proactive in the care and management of their food allergies and reactions based on their developmental level.
- Student should notify an adult immediately if they eat something they believe may contain the food to which they are allergic.

### **Commitment to Physical Activity/Physical Education**

The Riverside Junior/High School will:

- Provide 150 minutes minutes per week of activity-based instruction for all students in grades 7<sup>th</sup> and 8<sup>th</sup> (in accordance with Section 37-13-134,



Mississippi Code of 1972, ann., reference 2004 Mississippi Public Schools Accountability Standards 32 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 Policy 4012).
- Require fitness testing for high school students during the year they acquire the ½ Carnegie unit in physical education as required for graduation by the Mississippi Healthy Students Act (State Board Education Policy 4012). (applies to students entering 9<sup>th</sup> grade 2008-2009 school year and thereafter)
- Offer 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 the 2006 Mississippi Physical Education Framework.
- Implement the requirements of the Mississippi Healthy Students Act of 2007 (Senate Bill 2369).
- Graduation requirements for 9<sup>th</sup> through 12<sup>th</sup> grade students shall include ½ Carnegie units in physical education. (applies to students entering 9<sup>th</sup> grade 2008-2009 school year and thereafter)

(In grades 7-12 extracurricular activities sanctioned by the MHSAA and ROTC can be substituted for physical education if:

- Attendance is kept, and
- Instruction is based on at least one competency from the Mississippi Physical Education Framework, and
- Staff licensed by the Mississippi State Department of Education supervises practices and games

Physical activity resources can be downloaded at  
[www.healthyschools.ms.org/ohs main/initiatives/school wellness policy.htm](http://www.healthyschools.ms.org/ohs%20main/initiatives/school%20wellness%20policy.htm).

## **Commitment to Comprehensive Health Education**

The Riverside Junior High/High School will:

- Provide ½ Carnegie unit of comprehensive health education for graduation (2004 Mississippi Public School Accountability Standard 20).
- Instruction must be based on the 2006 Mississippi Comprehensive Health Framework for grades 9-12 (2004 Mississippi Public School Accountability Standard 20).

- 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 7<sup>th</sup> and 8<sup>th</sup>.
- Graduation requirements for 9<sup>th</sup> through 12<sup>th</sup> grade students shall include ½ Carnegie units in physical education.

## **Commitment to a Healthy School Environment**

The Riverside Junior High/High 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](http://www.msdssearch.com)).
- 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.
- 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 permanent source of electricity anywhere on a school campus.
- Ensure student, teacher, and staff safety by monitoring school video tapes of the installed surveillance camera's as needed.

Comply with 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, 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 a 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 [www.edi.msstate.edu](http://www.edi.msstate.edu)).
- 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.healthyschoolsms.org/healthyschoolenviroment/schoolsafety.htm>.
- State Board Policy EBB (1990) prohibits the possession of pistols, firearms or weapons by any person on school premises or at school functions. 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) 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.
- Prohibits students from possessing illegal drugs on any educational property.

## **Commitment to Quality Health Services**

The Riverside Junior High/High School will:

- Ensure all school nurses are working under the guidelines of the *Mississippi School Nurse Procedures and Standards of Care*.
- Offer comprehensive health services for students in grades 7-12, through the employment of school nurses, as a means to academic success.
- Work with students, parents, and local healthcare providers to effectively manage and treat chronic diseases.
- Develop and implement health plans for students with special needs.

## **Commitment to Providing Counseling, Psychological and Social Services**

The Riverside Junior High/High School will:

- Adhere to the details outlined in the Licensure Guidelines (436 and 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.
- 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 Teach 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

### **Commitment to Family and Community Involvement**

The Riverside Junior High/High School will:

- Give parents and community the opportunity to serve on the School Health Council (SHC).

### **Commitment to Implementing a Quality Staff Wellness Program**

The Riverside Junior High/High School will:

- Provide health promotion programs for school staff to include opportunities for physical activity, health screenings, and nutrition education.
- Promote health and reduce risk factors through professional and staff development programs.
- Ensure that all staff is aware of the Mississippi State and School Employees' Health Insurance Plan that has been enhanced to include *Motivating Mississippi: Keys to Living Healthy*, a new wellness and health promotion program designed to help individuals live a healthy lifestyle and increase their overall wellness benefit amount.

### **Commitment to Marketing a Healthy School Environment**

The Riverside Junior High/High School will

- Provide positive, motivating messages, both verbal and non-verbal, about healthy lifestyle practices throughout the school setting. All school personnel will help reinforce these positive messages.
- Eliminate advertising and other materials on the school campus that promote foods of minimal nutritional value.

Marketing resources can be downloaded at:

[www.healthychoolsms.org/ohs main/initiatives/schoolwellnesspolicy.htm](http://www.healthychoolsms.org/ohs%20main/initiatives/schoolwellnesspolicy.htm).

## Commitment to Implementation

The Riverside Junior High/High School will:

- Establish a plan for implementation of the school wellness policy
- Assign each principle to insure that the school wellness policy is implemented as written
- Establish and support a School Health Council (SHC) that addresses all aspects of 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.

In accordance with Federal law and U.S. Department of Agriculture (USDA) policy, discrimination is prohibited on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.



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PO Box 524  
Leland, MS 38756  
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nolanandrews@bellsouth.net

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## Western Line School District

POLICY PERIOD: 10/1/2015-2016

### WORKERS COMP

Limit \$1,000,000/1,000,000/1,000,000  
Experience Mod 0.83

<u>Description</u>	<u>Payroll</u>
School: All Other Employees	\$670,040
Drivers:	\$459,300
School: Professional Employees & Clerical	\$8,441,375

<u>Company</u>	<u>Estimated Annual Premium</u>
Bridgefield Employers Insurance Company	\$51,927
Accident Insurance Company	\$57,602
MS School Board Workers Comp Trust	\$65,256
Union Standard Insurance Company	\$68,999
Employers Insurance Company	\$77,997

### Comments

Expiring premium with Union Standard Insurance Company is \$60,145.

The Schools and District Health and Wellness plans have been approved by the Western Line School District Board of Trustees on Thursday, September 10, 2015.

  
Board President

  
Superintendent