

**OUR LADY OF PERPETUAL HELP CATHOLIC SCHOOL
DALLAS, TEXAS**

WELLNESS POLICY - PLAN

January 2019

1. Nutrition Education

- a. Definition – Nutrition Education is “any set of learning experiences designed to facilitate the voluntary adoption of eating and other nutrition-related behaviors conducive to health and well-being.” (ADA 1996)
- b. Goal - The primary goal of nutrition education is to influence students’ eating behaviors. c. Classroom Teaching:
 - i. Each grade level will develop or articulate one or more specified nutrition related learning outcomes, which will focus on students’ building skills for making prudent food choices.
 - ii. Nutrition education will take place in every grade level and may be:
 - 1. formal or informal
 - 2. Integrated with another subject area (such as science or P.E.) iii.

Nutrition education will:

- 1. follow the standards and/or curricula of a generally accepted nutritioneducational organization such as the Academy of Nutrition and Dietetics, The U.S. Department of Agriculture, the Texas Department of Agriculture, The Academy of Nutrition and Dietetics, the Texas Cooperative Extension Service or the Centers for Disease control, or
 - 2. Utilize a formal nutrition curriculum such as CATCH, or nutrition education integrated into curricular science or health.
 - 3. be culturally congruent with the student population
- d. Education, marketing and promotions outside classroom:
 - i. The school should utilize opportunities for providing nutrition education outside the classroom such as:
 - 1. Cafeteria-based nutrition education (posters, menus, table art, etc)
 - 2. Student nutrition-related poster contests, displays, art projects, etc.
 - 3. Nutrition-based activities (drama, songs, games, etc.) We will not display any food items that do not meet the Dietary Guide lines for Americans 2015.
 - e. Teacher training:
 - i. Teachers will be encouraged to seek out opportunities for professional preparation and ongoing professional development for teaching nutrition.

2. **Physical Activity**

- a. Goal - The primary goal for a school's physical activity component is to provide opportunities for every student to develop the knowledge and skills for specific physical activities, maintain physical fitness, regularly participate in physical activity, and understand the short and long-term benefits of a physically active and healthy lifestyle.
- b. The time, frequency and intensity of physical education classes will be determined by Texas Catholic Conference Education Department guidelines for physical education at each grade level.
- c. Physical education student teacher ratio will be no more than 35 students per each physical education staff person per class when possible.
- d. Classroom health education will reinforce 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, playing video games and computer activities.
- e. Standards for physical education will be based on Diocese of Dallas curricular standards and/or Texas Education Agency standards.
- f. Planned P.E. activities should be based on the premise that each student should be taking an active part in physical movement and activity during the entire P.E. period.
- g. Recess periods, during the school day, in which physical activity is encouraged, are promoted. The school should provide balls, hula-hoops, jump ropes, etc. during recess periods to encourage physical movement.)

3. **Nutrition Standards for all foods available on School Campus during the School Day.**

- a. Goal - The primary goal for nutrition standards for foods available on the campus during the school day is to influence students' lifelong eating habits through setting and observing standards which address all foods or beverages sold or served to students, including those available outside of school meal programs. Standards should focus on increasing nutrient density, decreasing fat and added sugars, and moderating portion size.
- b. OLPH participates in the Federal School meal programs. The school must ensure that reimbursable school meals meet the program requirements and nutrition standards set forth under the Texas Department of Agriculture guidelines.

- c. **The school meal program** should:
 - 1. make nutritional content of meals prepared in the school and of foods sold in the school available to parents and students.
 - 2. offer a variety of fruits and vegetables
 - 3. serve only low fat (1%) and fat-free milk¹ and nutritionally equivalent non-dairy alternatives (to be defined by the USDA)
 - 4. ensure that all of the served grains are whole grain²
 - 5. ensure that portion sizes are consistent with the *Dietary Guidelines for Americans 2015* set forth by the Texas Department of Agriculture.
- d. **A la carte, vending machines, food concessions and student stores** are not a component of the OLPH breakfast/lunch program
- e. Foods and beverages offered to students during **after-school programs, field trips, parties, celebrations, meetings or school events** should be consistent with the *Dietary Guidelines for Americans 2015* of the Texas Department of Agriculture food service programs. All foods outside the reimbursable meal will be smart snack approved, unless of an exempt day.
- f. Food Rewards (i.e. “pizza, parties, popcorn parties, etc.) and food related fundraised should be restricted to six exempt days per school year.
- g. **Food-service staff** will have at least two hours of professional preparation and/or ongoing professional development annually.

4. **Other School-Based Activities Designed to Promote Student Wellness**

- a. Goal – The goal of school-based wellness activities is to create a school environment that provides consistent wellness messages and is conducive to healthy eating and being physically active.
- b. Students who have special food needs (i.e. diabetics, students with allergies) are able to meet their dietary needs in the school in a non-stigmatizing manner.
- c. Time allotted for student meals is at least 20 minutes after sitting down to eat.
- d. The physical setting in which students eat is clean, pleasant, and comfortable for the size of the student, well lit and has adult supervision.
- e. Students should have access to hand-washing facilities or hand sanitizing before they eat meals or snacks.

¹ As recommended by the *Texas Department of Agriculture School Lunch Program Guidelines 2010*.

² A whole grain is one labeled as a “whole” grain or with whole grain listed as the primary grain ingredient in the ingredient statement. Examples include “whole” wheat flour, cracked wheat, brown rice and oatmeal.

- f. The school should communicate with parents about health and nutrition-related topics. Parent-teacher presentations and the use of menus, newsletters, and posters containing nutritional information are encouraged.
- g. Staff wellness activities should be promoted in the school, including promoting healthy snacks in the teacher's lounge, encouraging physical activity, nutrition education (guest speakers, a "tip-of-the-week", etc.) and stress management strategies.

Parent/school organizations and school advisory councils should be involved in promoting wellness policies and practices in the school, including funding when appropriate. We will Assess the Wellness Policy every 3 years to ensure compliance.

5. **Measurement and Evaluation**

Yearly measurement of Height and Weight are recommended for students and recorded on the health card. Documentation of Acanthosis Nigricans is done according to guidelines set up by the State of Texas and recorded on the health card, negative/positive findings documented along with the results (outcome) from referral to the student's health care provider.

Implementation: OLPH Food Service Director shall oversee the implementation of this policy and the development and implementation of the wellness plan and appropriate administrative procedures.

Evaluation: OLPH shall comply with federal requirements for evaluating this policy and the wellness plan.

Public Notification: OLPH will annually inform and update the public about the content and implementation of the wellness policy, by posting on the website copies of the wellness policy, the wellness plan, and the required implementation assessment.

Records Retention: OLPH will retain all the required records associated with the wellness policy, in accordance with law and the School's records management program

Adapted with permission from the Diocese of Fort Worth with input from Dallas Diocesan Health Sub-Committee: Margaret Dupont; Diane Klugewitz; Kay Mangelsdorf; Janice Ross; Charlene Silverstein; and Melanie Guerra.



Our Lady of Perpetual Help Catholic School

WELLNESS AND HEALTH POLICY (Established March 2006)

WELLNESS

Our Lady of Perpetual Help Catholic School Shall follow nutrition guidelines that advance student health and reduce childhood obesity and shall promote the general wellness of all students through nutrition education, physical activity, and other school-based activities.

DEVELOPMENT OF GUIDELINES AND GOALS

Our Lady of Perpetual Help Catholic School shall develop nutritional guidelines and wellness goals in consultation with the local school health Advisory Council and with involvement from representatives of the student body, school food service, school administration, the board, parents and the public.

NUTRITION GUIDELINES

Our Lady of Perpetual Help Catholic School shall ensure that nutritional guidelines for reimbursable school meals shall be at least as restrictive as federal and state regulations and guidance and that all foods available on each campus are in accordance with the Smart Snack Regulations.

WELLNESS GOALS: NUTRITION EDUCATION

Our Lady of Perpetual Help Catholic Schools shall implement, in accordance with the law, a coordinated health program with a nutrition education component and shall use health course curriculum that emphasizes the importance of proper nutrition.

WELLNESS GOALS: PHYSICAL ACTIVITY

Our Lady of Perpetual Help Catholic School shall implement, in accordance with the law, a coordinated health program with physical education and physical activity components and shall offer at least the required amount of physical activity for all grades.

**WELLNESS GOALS:
SCHOOL-BASED
ACTIVITIES**

Our Lady of Perpetual Help Catholic School establishes the following goals to create an environment conducive to healthful eating and physical activity and to express a consistent wellness message through other school-based activities.

IMPLEMENTATION:

Our Lady of Perpetual Help Catholic School shall oversee the implementation of this policy and shall develop administrative procedures for periodically measuring the implementation of the wellness policy.

**WELLNESS GOALS:
MARKETING**

Our Lady of Perpetual Help Catholic School shall promote only food and beverages that meet federal and state regulations. No Marketing of food or beverages that do not meet Smart Snack guidelines of NSLP/SBP standards will be allowed in the cafeteria.

ATTENDANCE FACTOR WORKSHEET

<u>School Food Authority</u>	
OUR LADY OF PERPETUAL HELP CATHOLIC SCHOOL 7625 CORTLAND AVE. DALLAS, TEXAS 75235	
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Average Daily Attendance for School Year July 1 st , 2017 through June 30, 2018	185
Average Daily Enrollment for School Year July 01, 2017 through June 30, 2018	196
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<u>AUTHORIZATION:</u>	
<i>Mrs. Maleli Paniagua</i>	<i>01/07/2019</i>
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Signature of Authorized Representative School Food Authority	Date
 <i>Mrs. Megan Martinez</i>	
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Signature of Representative Responsible For Policy Oversight	Date



Our Lady of Perpetual Help Catholic School

WELLNESS COMMITTEE

School Principal	Mrs. Maleli Paniagua
Lunch Director/Office	Claudia Salomone
Coach	Robert Parks
Cafeteria Manager	Elvira Perez
Nurse	Michelle O'Connell
Student Representative	Jose Alvarado

The purpose of the wellness committee is to plan, promote, and implement the program. The committee establishes continuity, motivation, and broad ownership of the program as well as provides an excellent vehicle for communication.



**Our Lady
of Perpetual Help**
Catholic School

FOOD SAFETY PROGRAM

JANUARY 2019

FOOD SAFETY PLAN

School District: Catholic Diocese of Dallas

School: Our Lady of Perpetual Help School

This Program was developed in February 2008 by J. Daniel Quill, Principal at that time, assessed and updated in January 2019 by the Wellness Committee at Our Lady of Perpetual Help Catholic School, and is intended for use at Our Lady of Perpetual Help School. The program follows the USDA guidance on developing a food safety program based on the Process Approach. All standards in this plan are based on the year 2018 Guidelines for Dallas Texas.

SCHOOL FOODSERVICE STAFF

Maleli Paniagua	School Principal
Claudia Salomone	Lunch Director / Office
Elvira Perez	Assistant Director
Elvira Perez	Cafeteria Manager

FOODSERVICE EQUIPMENT

Refrigerator	1	Stand up 2 door
Refrigerator	2	Open Top
Freezer	1	Stand up 2 door
Freezer	1	Open Top
Milk Cooler	1	Open Top
Ice Machine	1	Open Front
Stove with Oven	1	
Grill with Oven	1	
Steam Table	1	5 Compartment
Cold Cut Slicer	1	

Blender	2	
Dish Washer	1	
Sink	1	3 Compartment
Hand Sink	1	

MENU ITEMS ACCORDING TO FOOD PREPARATION PROCESS

School recipes will be kept in the cafeteria and will be kept for three years. School Monthly Menus are located in the cafeteria and in the front office. They will be filed and kept for three years.

THE PROCESS APPROACH

Our Lady of Perpetual Help School will assign each menu item using the Production Record worksheets. The worksheets will be kept in a folder in the cafeteria and will be kept on file for three years. Changes to the menu items will be reflected on the production record worksheet on a continuous basis.

Foodservice personnel will be given an overview of the process Approach. Training for foodservice personnel will be given every two months. A copy of the Process Approach will be taken from the USDA Guidance and will be located in school cafeteria.

Our Lady of Perpetual Help School food safety will be checked on the following. Foodservice staff will be trained to follow the food safety plan below.

- Cleaning and sanitizing of food surfaces.
- Controlling time and temperature during cooking
- Date ready-to-eat potentially hazardous food.
- Health policy
- How to handle recall food
- Hygiene
- Prevent contamination of food
- Prevent cross-contamination in preparation and storage
- How to receive and serve food
- Storing and using toxic chemicals
- Calibrating thermometers
- Handling ready-to-eat food utensils
- Limit bacteria growth in foods
- Wash fruits and vegetables

FOOD PREPARATION PROCESS

- Cooking and cooling of hazardous foods
- Holding hot and cold hazardous foods
- Reheating hazardous foods

MONITORING

The lunch director or assistant will ensure foodservice staff properly controls hazards foods and documents required records. The cafeteria managers will also be responsible for monitoring the overall performance of the food safety program.

Monitoring will be done once a month and will use the food safety checklist to formally monitor staff.

Foodservice Staff is responsible for controlling hazards during food preparation as well practicing the safety program.

CORRECTING PROBLEMS FOR FOOD SAFETY

Our Lady of Perpetual Help school will be responsible for creating solutions to problems that arise in the program. The problem and solutions will be reviewed and updated once a month. Food service staff will be responsible for recording the problems and solution during the food preparation processes, and will take any actions that are needed to correct the problem.

An example of a problem would be foodservice staff forgetting to wear or change gloves frequently.

Solution: Any foodservice staff reminds the person.

Problem: Putting frozen food in hot water to thaw in out.

Solution: Take it out of that water right away and put in cold water. Be sure to check the temperature. If it is already thawed out, it must be cooked right away. If not, put in cold water to finish thawing out.

There are just some examples of problems that could be arise.

Please write the problem and the date it happened; also, what you did to fix it.

RECORD KEEPING

Foodservice staff will be responsible for keeping records, and the records will be placed in a proper place and kept on file for three years.

Foodservice staff will be trained on how to do the record keeping. Following are some of the procedures that Our Lady of Perpetual Help will follow.

- Records on temperature and the times that they were taken will be in kitchen.
- All daily records will also be placed in the kitchen.
- The foodservice staff will be responsible for making sure that all forms are up to date and kept on file.

REVIEWING THE FOOD SAFETY PROGRAM

The Lunch director or the assistant will review the food safety program at the beginning of each school year. Our Lady of Perpetual Help School will use the following review checklist.

PROGRAM REVIEW CHECKLIST

Documents to review

_____ Production Records

_____ Problems and their correction

_____ Monthly Safety Checklist

The lunch director with the cafeteria manager will verify that the required records are completed.

