

**Russell Independent Schools
Coordinated
School Health
Policy
Board Approval June 22, 2015**

Coordinated School Health Policy

The coordinated school health program model consists of eight interactive components, organized in a set of procedures and activities designed to promote and sustain the health of student, staff, parents, and community members. The approach is coordinated to improve student's health and their capacity to learn through the support of families, schools, and communities united efforts.

Key Strategies for building a strong foundation for nutrition and physical activity

- Address physical activity and nutrition through a Coordinated School Health Program (CSHP)
- Designate a school health coordinator and maintain an active school health council and develop a plan for improvements.
- Assess the school's health policies and procedures.
- Strengthen the school's nutrition and physical activity policies.
- Implement a high-quality health promotion program for school staff.
- Implement a high-quality course of study in health education.
- Implement a high-quality course of study in physical education.
- Increase opportunities for students to engage in physical activity.
- Implement a quality school meals program
- Ensure that students have appealing, healthy choices in foods and beverages offered outside of the school meals program.

The Russell CSH Committee is headed by:

Becky Roark, Family Resource and Youth Services Center Director

The Russell CSH Committee consists of:

Chris Crum - Greenup Co. Health Dept.
Eve Green - Diabetes Coord. - Health Dept.
Eden Roach - Parent
Diva Justice - OLBH (dietician)
Jenny Bates - Russell Ind. Health Coordinator
Laura Patrick - (KDMC - Ky Heart Foundation)
Lora Pullin - (Greenup Co. Extension Office)
Dennis Chambers - Russell Independent Food Service Director
Andrea Fleming - Primary School
Beth Westenhofer – Russell-McDowell Intermediate School
Joan Michael Leadingham - Middle School
Gary Salyers/Ruthie Lynd - High School

Component 1: Health Services

Goal: Services will provide for students to appraise, protect, and promote health. These services are designed to ensure access to primary health care services or both, foster appropriate use of primary health care services, prevent and control communicable disease and other health problems, provide emergency care for illness or injury, promote and provide optimum sanitary conditions for a safe school facility and school environment, and provide educational and counseling opportunities for promoting and maintaining individual, family, and community health.

1. The district will have a health committee in place. This committee will meet at least one time per school year to assess school wellness.
2. Selected students K-5 will participate in annual vision/hearing/height/weight screenings.
3. All students with a medical condition requiring school accommodations will have a written 504 plan, which will be reviewed annually as long as accommodations are necessary. Examples are, but not limited to: asthma, severe food allergies, diabetes, seizures
4. A minimum of, but not limited to, 2 employees per building will be trained in first aid/cpr/aed, and bloodborne pathogens annually.
5. All employees will be trained in bloodborne pathogens annually.
6. All students presenting to the front office ill/injured will be assessed by a trained staff member who has been trained in first aid. An injury/illness report will be completed. Parents will be notified for temperature above 100, vomiting, communicable disease, injuries requiring more than simple first aid, all head injuries, and anything else that the trained staff member feels the need to communicate to the parent/guardian.
7. All students presenting ill to the front office will be assessed for fever and communicable disease. Student will be sent home for temperature at or above 100.0, vomiting with illness, diarrhea with illness, contagious process, and as deemed necessary by trained office staff.
8. The School Health Coordinator will be informed of all injuries requiring more than simple first aid. Examples include: possible musculoskeletal injuries, need for skin sutures, fainting episodes, seizure activity, and any other situation that the front office staff deems necessary to communicate.
9. Automated External Defibrillators (AEDs) will be accessible within the 4 schools, Russell Area Vocational Center, Athletic Center, Maintenance Building, Bus Garage and sporting complexes at all times if needed in the event of a cardiac arrest.
10. 911 is to be notified immediately for any life threatening events.
11. Principal and Central Office will be communicated with as needed basis regarding serious illnesses/injuries.
12. All medication administered to students will be done so by a trained staff member Only and district medication policy must be followed at all times.
13. Medical equipment will be assessed annually and as needed for calibration.
14. A safe physical environment will be maintained. Employees, students, and parents are encouraged to report unsafe conditions to the Principal.
15. All athletic coaches will be trained in CPR/First Aid/AED every 2 years.
16. A wellness evaluation documenting policy compliance will be completed annually by each building Principal and forwarded to the Superintendent.
17. The Superintendent will report to the board annually at a regularly scheduled board meeting.

18. School SBDM minutes need to reflect a consideration of the importance of access to breakfast and lunch in the decisions regarding the school day schedule.
19. Kentucky immunizations must be current on all students enrolled. Expiration notices will be sent out by attendance clerks or the district health coordinator. All students who fail to bring in updated certificates by notice deadline will be sent home until updated records are received.
20. Kentucky physicals must be on file for all students upon enrollment.
21. Certified birth certificates must be on file for all students upon enrollment. The certified birth certificate must be presented by the parent. A copy will be made by the enrolling employee. The employee will mark that the certified birth certificate was presented. If the parent does not have the original birth certificate, the enrolling employee will assist the parent by applying for the birth certificate. The application will be sent in from the school to ensure that the application process has been completed.
22. The Board will hold a public forum annually to discuss assessment and policy to improve nutrition and physical activity.

Component 2: Health Education

Goal: A health and nutrition curriculum will be integrated into all K-12 curriculum to comply with Kentucky Department of Education and USDA standards and to supplement program review. Students will receive nutrition education that fosters the adoption and maintenance of healthy eating behaviors.

1. Health education will be provided by the appropriate personnel.
Health education requirements will be addressed utilizing the KDE Education Practical Living Curriculum.
2. Additional health education will be provided by FRYSC and School Health Coordinator via assemblies, guest speakers, handouts, posters, displays, etc.
3. Essential health education topics will include age appropriate- healthy eating, physical activity, preventing unintentional injuries, violence, suicide, abstinence, growth/development, and preventing tobacco abuse.
4. Physical education for grades K-12 is required to be taught by a certified/licensed teacher who is endorsed to teach physical education
5. All staff involved in physical education should be provided with opportunities for professional development.” All staff involved in physical education should be provided with opportunities for professional development.”

Component 3: Staff Wellness

Goal: Employees will have the opportunity to improve their health status through activities such as health assessments.

1. All employees will have the opportunity to participate in a variety of annual health screenings as available. On-site mammography may be made available to employees pending hospital participation. Employee will be responsible for payment.
2. All employees will have the opportunity to receive flu vaccine as available.
3. All employees will be encouraged to model healthy behaviors to students, parents, and community members as evidenced by encouraging healthy food choices and physical activity.
4. All employees who are injured on the job will report to the District Health Coordinator, follow proper procedure for reporting incidents, completing required Worker's Compensation documents, and following procedures for returning to work.

Component 4: Physical Education

Goal: A planned, sequential K-9 curriculum that provides cognitive content and learning experiences in a variety of physical fitness activities.

1. Physical education is mandatory for all elementary, and middle school students, and one semester during high school.
2. The physical education curriculum will be consistent with KDE standards.
3. Additional physical education classes will be offered for grades 10-12.
4. Instruction will be modified for special needs students.
5. Physical activity facilities will meet state and federal safety standards.
6. Athletic safety requirements will meet KHSAA standards.
7. Community physical activities will be encouraged.
8. Teachers will avoid practices that result in student inactivity.
9. Extracurricular physical activity programs will be highly encouraged.
10. Physical activity may be incorporated into classroom instruction.
11. Playgrounds will be assessed daily for potential hazards.

Component 5: Nutrition Services

Goal: Students will have access to a variety of nutritious and appealing meals that accommodate the health and nutrition needs of all students. School Breakfast and Lunch will be compliant with current USDA and state guidelines.

1. Vending machines or any other products available for sell to students outside the cafeteria will and only be available after the close of the school day. Foods used for fundraisers sold to students will only be available after the close of the school day.
2. Fundraisers sold after the school day will not be limited to this list.
3. Birthday celebrations will be at the discretion of the building principal. Parties shall not inhibit the educational process.
4. All beverages and food items accessible for purchase in the cafeteria will comply with all federal and state guidelines.
5. All schools will participate in the federal breakfast and lunch program.
6. All cafeterias will be safe, clean, and pleasant.
7. The Food Service Director, Managers and staff will obtain and maintain required certifications in accordance with federal and state guidelines.
8. Retail fast food may not be served more than 1 day per week in a school cafeteria.
9. Productivity standards will follow state guidelines.
10. The Food Service Director will maintain membership in the SNA and KSNA.
11. Menus will be analyzed for nutritional content to comply with federal guidelines. This will be available on the district website (www.russellind.kyschools.us).
12. Students will have sufficient time (minimum of 20 minutes) for meals.
13. A Hazard Analysis Critical Control Point Plan will be implemented and maintained.
14. Water will be made available in the cafeteria during breakfast and lunch free of charge.
15. The District will consider whether additional steps should be taken to ensure that students qualifying for free or reduced priced meals are not overtly identified in any way.
16. The District has a closed campus lunch policy.
17. Applications for free/reduced priced meals are sent home to all families at the beginning of the school year. The application is also available on the district website

Component 6: Counseling and Psychological Services

Goal: Access to mental, emotional and social health services will be made available to students.

1. All students will have access to counseling services.
2. Counseling services will promote the mental health and safety of students and families.
3. Counselors will collaborate with school staff.
4. Counselors will establish strong community links for referral.
5. Counselors will address the importance of good nutrition and physical activity in counseling classes.

Component 7: Healthy School Environment

The physical surroundings and the social climate and culture of the school will be supportive of a healthy environment.

1. The school facilities will be kept clean and free of obvious hazards at all times.
2. Employees shall report identified hazards to their immediate supervisor.
3. All facilities shall have signs posted stating that no tobacco products are allowed on school owned property.
4. The District will enforce tobacco-use policies and prohibit tobacco advertising.
5. A written crisis plan will be in place and available to all employees.
6. Active supervision to promote safety will be provided.
7. Employees are strongly encouraged to not withhold physical activity as punishment.
8. Employees and students are required to abstain from tobacco products on school property.
9. Written health and safety policies will be reviewed as needed.
10. Policies will be communicated to students, employees, and parents by website.

Component 8: Family/Community Involvement

Goal: We will offer activities for parent involvement and engage community resources and services to respond more effectively to the health-related needs of students.

The District will:

1. Allow families and community members to have access to school facilities.
2. Communicate health and wellness information to families and community members via newsletters & website.
3. Support effective parenting strategies to promote nutrition and physical activity.
4. Collaborate with community agencies to enhance educational process regarding nutrition and physical activity.
5. Utilize volunteers to maximize services in the promotion of health and wellness.