

2110 WELL-BEING AT SYSC	
Chapter: Secure Residential Services	Section: Resident Rights and Privileges
 <p>New Hampshire Division for Children, Youth and Families Policy Manual Policy Directive: 16-46 Effective Date: December 2016 Scheduled Review Date:</p>	<p>Approved:</p>  Lorraine Bartlett, DCYF Director
Related Statute(s): RSA 621 , and RSA 621-A Related Admin Rule(s): Related Federal Regulation(s): U.S.C. Title 42 Chapter 13, Section 1758b	Related Form(s): FORM 2111 Bridges' Screen(s) and Attachment(s):

All children, youth, and families deserve a life of well-being. Congress recognizes that schools play a critical role in promoting youth health, preventing childhood obesity, and combating problems associated with poor nutrition and physical inactivity. To formalize and encourage this role, Congress enacted legislation to require all schools to establish a local wellness policy. The Sununu Youth Services Center supports youth well-being through the administration of the local wellness policy.

Purpose

The purpose of this policy is to establish the Division's wellness practice for the youth of SYSC.

Definitions

"**DCYF**" or the "**Division**" means the DHHS Division for Children, Youth and Families.

"**DHHS**" or the "**Department**" means the New Hampshire Department of Health and Human Services.

"**SYSC,**" "**John H. Sununu Youth Services Center,**" or the "**Youth Detention Services Unit**" means the architecturally secure juvenile treatment facility administered by the DHHS Division for Children, Youth and Families for committed juveniles and for NH youth involved with the NH court system prior to their adjudication.

Policy

- I. SYSC is committed to creating a healthy environment that encourages and enhances the development of lifelong wellness practices, promotes healthy eating, and physical activities that support youth achievement, and that complies with federal mandates regulating school food, exercise, and nutrition education. The following procedures shall be followed:
 - A. Nutrition Education: The goal for nutrition education is to ensure that youth and staff receive on-going nutrition education that meets the federal and state standards and current guidelines for health education. Moreover, all youth have the opportunity to be provided with nutrition education that is interactive and teaches the skills they need to adopt healthy eating behaviors.
 1. Nutrition education will be offered in the school dining room as well as in the classroom and Culinary Arts program, with coordination between the food service staff and teachers.

2. Youth will receive consistent nutrition messages throughout SYSC in the classroom, in the dining hall, and in residential units through different mediums (posters, educational material, and guest speakers...).
 3. Wellness education at SYSC will meet federal and state health education curriculum standards and guidelines including both nutrition and physical education.
 4. The school curriculum of the health and life skills classes will integrate nutrition and wellness components.
 5. A link between the school health and life skills programs will be formed for the purpose of SYSC-wide nutrition education activities.
 6. SYSC will share information around nutrition with parents and families.
- B. Physical Activity: Besides offering a physical education program aligned with the NH Department of Education physical education frameworks, the goal for physical activity at SYSC is to equip youth with the knowledge and skills necessary to sustain lifelong physical activity, and provide opportunities for youth to understand the short and long-term benefits of physical activity and healthful lifestyle across SYSC disciplines.
1. Youth will be provided specific knowledge for physical activities including:
 - (a) Various sports;
 - (b) Correct methods of exercising for optimal results; and
 - (c) The use of exercise equipment.
 2. The opportunity for the recommended daily exercise will be made available to all youth, whether in gym class, in the unit after school, or in the exercise rooms, with restrictions due only to program capacity and behavioral problems.
 - (a) Each youth will participate in a minimum of one hour of physical activity per day.
 - (b) Youth, who are on restriction for behavioral problems, shall be provided one hour of separate physical activity per day.
 3. Individual Physical Education assessments will be administered on youth enrolled in the school's physical education program.
 - (a) A health screen will be conducted on each youth to ensure the health and physical limitations of the youth for participation in recreational activities, completed by the medical department; and
 - (b) The school department's Physical Education personnel will assess the ability of every committed youth. A Physical Education Plan will be developed for youth participating in Physical Education.

4. Youth will be offered a variety of opportunities to maintain physical fitness, which may include: fitness center, pool, outdoor activities, intramurals, utilization of sports equipment, organized sports, and community sports.
- C. Nutrition Standards: A nutritionist, and/or nutritional program overseen by the Wellness Committee, shall be consulted to determine the dietary allowance and nutrition standards for all foods available at the SYSC, which includes breakfast, lunch, dinner, and snacks. The dietary allowance and nutrition standards shall be reviewed at least annually. Consistent standards for nutrition are promoted throughout the school, dining hall, and all residential units. Staff shall:
1. Ensure that breakfast, lunch, and school snacks are reimbursable school meals which meet the minimum daily allowance as recommended by the USDA.
 2. Ensure that accurate records are maintained of all meals served.
 3. The Wellness Committee shall establish standards based upon the USDA guidelines to address all foods and beverages sold or served to youth, including those available outside of the meal programs, such as the following:
 - (a) Foods and beverages sold in the small mall store;
 - (b) Foods and beverages sold in any vending machines;
 - (c) Foods and beverages sold as part of a unit-sponsored fundraising activities; and
 - (d) Foods and beverages served at celebrations and meetings.
- D. School Environment: SYSC personnel shall provide opportunities for school-based activities that promote youth wellness.
1. Wellness standards shall be communicated and shall be consistent throughout all areas of the SYSC.
 - (a) The SYSC policy, Well-Being at SYSC shall be included in the Parent and Youth Handbook.
 2. There will be consistency throughout SYSC that creates an environment that is conducive to healthy living through eating healthy foods, exercising regularly, and understanding what is best for maintaining a healthy body.
 - (a) SYSC personnel will ensure a safe and healthy environment for the dining hall, as determined through staff instruction and dining hall rules.
 - (b) Residents will be provided at least twenty (20) minutes for unrushed and pleasant meal times.
 - (c) Food shall not be used as a reward or consequence for any reason.
 - (d) Fundraising efforts should support healthy eating practices whenever possible.

3. All SYSC personnel, including food services staff, teachers, and unit staff will be provided with on-going education around nutrition and wellness.
 - (a) Food service staff shall be required to obtain professional nutrition training on an annual basis.
 - (b) All SYSC personnel will serve as role models in healthy eating practices.

II. Wellness Committee:

- A. The Wellness Committee will consist of one administrator, one teacher, one nurse, one program specialist, and at least 1 representative of the food services staff, and include youth input.
 1. Due to routine changes in the population at the SYSC, the Wellness Committee will not expect one youth to commit to being an ongoing member.
 2. Youth input may be obtained through asking a youth to join the Wellness Committee for a specific meeting, a member of the Wellness Committee attending unit groups to seek volunteers for specific tasks, or through the use of written materials or surveys.
- B. Other contributing members at various times throughout the process may include the physical education teacher, the lifeskills/health teacher, and representatives from each of the residential units.
- C. One member of the Wellness Committee will be appointed the Chairperson and will be responsible for facilitating Wellness Committee meetings and actions to comply with section III of this policy, Monitoring and Evaluation.
- D. The Wellness Committee will meet a minimum of 3 times a year, to plan for the school year and complete the SYSC Wellness Survey in January and June.
 1. The Wellness Committee Chairperson will appoint a member to record minutes at each meeting.
 2. Wellness Committee minutes will be filed with a copy of the meeting's agenda, maintained by the Wellness Committee Chairperson.

III. Monitoring and Evaluation:

- A. The Wellness Committee will evaluate the implementation of this policy into the practice of the SYSC.
 1. A SYSC Wellness Survey (Form 2111) will be completed twice a year by the Wellness Committee to measure the facilities compliance with the policy and the policy's effectiveness in meeting youth well-being needs.
 - (a) Form 2111 will be reviewed at the end of the first school term in January, to be completed by February 1st; and

- (b) Form 2111 will be reviewed at the conclusion of the second school term in May, to be completed by June 30th.
 - 2. The Wellness Committee chairperson may appoint an assistant to help with the completion of semi-annual reports, to be submitted to the SYSC Director.
 - 3. The Wellness Committee will consult with the SYSC Director on the semi-annual reports, to communicate the results and review recommendations.
 - 4. The Wellness Committee will report to the SYSC youth and staff on the results of each semi-annual report by posting the SYSC Wellness Outcomes from Form 2111 in the Dining Hall.
- B. Youth or staff who wish to file a grievance regarding practices and/or services to meet the well-being of youth may file their concerns pursuant to policy [2105 Ombudsman Program](#).
- IV. SYSC and the Wellness Committee will adhere to the USDA Nondiscrimination Statement, as follows:
- A. In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.
 - B. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.
 - C. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:
 - 1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
 - 2. Fax: (202) 690-7442; or
 - 3. Email: program.intake@usda.gov.
 - D. This institution is an equal opportunity provider.

Practice Guidance

What tools are there to help educate on appropriate nutrition and exercise?

- There are many resources available over the Internet to learn more about nutrition and exercise. The United States Department of Health and Human Services provides some resources on their website at <http://www.hhs.gov/safety/index.html#exercise>, the UNH Cooperative Extension has a large number of tip sheets and resources available at <http://extension.unh.edu/Food-Health>, or the NH Department of Education's website http://www.education.nh.gov/program/nutrition/trainings_index.htm offers training opportunities (including a few self-guided PowerPoints) for more hands on learning.