



**Wayfinder** FAMILY  
SERVICES



WELLNESS IN  
THE SCHOOLS



*"Take care of your body. It's the only  
place you have to live."*

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This institution is an equal opportunity provider.**

## Wellness Committee Contact Information

The Local School Wellness Policy Committee is made of stakeholders of Wayfinder Family Services. Members of the committee provide input and insight into the life and wellbeing of our clients. We welcome the opportunity for you to submit comments or to join the committee. For information regarding upcoming meetings, agenda items and/or how to participate on the committee please contact the committee chairperson.

**Wellness Committee Chairperson:** **Brian Tungate**  
**Contact information:** [BTungate@WayfinderFamily.org](mailto:BTungate@WayfinderFamily.org)

The Chairperson will also provide copies of the most recent policy assessment. Please contact the Chairperson to join the e-mail distribution list.

## Table of Contents

<b>WELLNESS COMMITTEE CONTACT INFORMATION</b> .....	<b>3</b>
<b>ESTABLISH GOALS FOR PHYSICAL EDUCATION</b> .....	<b>6</b>
Minimum Requirements for Physical Education.....	6
Scheduling of Physical Activities .....	7
Recreational Therapy.....	7
<b>ESTABLISHING GOALS FOR NUTRITION PROMOTION</b> .....	<b>7</b>
Dining hall.....	7
Agency wide .....	8
Staff modeling .....	8
<b>PROMOTING CLIENT WELLNESS</b> .....	<b>8</b>
Meeting the clients' needs.....	8
Staff Participation .....	9
Educational Environment.....	9
<b>SCHOOL CURRICULUM</b> .....	<b>9</b>
Building Healthy Minds and Healthy Lifestyles.....	9
Activities for Lifelong Change.....	10
Instructors and Staff Development .....	11
<b>NURSING STAFF</b> .....	<b>11</b>
Client Relations.....	11
Physician and Diets .....	11
Training of Child Care Workers/Instructional Aides .....	12
<b>FOOD AVAILABLE DURING THE SCHOOL DAY</b> .....	<b>12</b>
Foods of Minimal Nutritional Value .....	12

<b>Peanut Protocol</b> .....	<b>14</b>
<b>Vending Machine</b> .....	<b>14</b>
<b>Off Campus Events</b> .....	<b>14</b>
<b>After School Snack</b> .....	<b>14</b>
<b>FOOD SERVICE REGULATIONS</b> .....	<b>14</b>
Requirements of the National School Breakfast\Lunch Program .....	14
Offer vs. Served .....	18
Requirements of California Code of Regulation, Title 22 .....	18
Establishing Guidance for All Clients .....	19
<b>WELLNESS COMMITTEE</b> .....	<b>20</b>
Make-up .....	20
Establishing guidelines for all clients.....	20
<b>FOOD SERVICE OFFERINGS</b> .....	<b>20</b>
Age Appropriate Portions .....	20
Healthy and Appealing Preparation .....	20
Promoting Consumption of Fresh Fruits and Vegetables.....	20
Guiding Clients Toward a Healthy Diet.....	21
<b>ATMOSPHERE</b> .....	<b>21</b>
Serving Clients in a Friendly Environment .....	21
Ample Time to Eat and Socialize .....	21
Appealing and Comfortable Dining Facility .....	21
<b>MEASURING IMPLEMENTATION OF THE POLICY</b> .....	<b>21</b>
Monitoring.....	21
Review and inform the public .....	22
Training.....	22

## **Establish Goals for Physical Education**

At Wayfinder, we believe that all clients who are blind, visually impaired, and/or multiply disabled require highly individualized, specific learning opportunities in order to participate actively in community life, develop a positive self-image and experience success. Instructional strategies build abilities and strengths and consider the unique needs of each client. We believe everyone can exercise with an abilities-based approach.

The objectives for all clients are to:

- Provide individualized educational programming that meets the needs of all clients in the program.
- Provide specialized services (i.e., orientation and mobility, speech and language, behavioral management therapy and adapted physical education, etc.)
- Provide community-based instruction opportunities.
- Provide integrated activities with sighted peers.
- Provide clients with the skills to return to their community school as soon as possible.

## **Minimum Requirements for Physical Education**

### **Temporary Shelter Care (TSC) & the HAVEN**

Although there is no actual minimum requirement for physical education for TSC and the HAVEN, it is provided to clients who are a part of the program. For the clients that are able, as determined by a physician, there are a variety of activities that the clients can be a part of, including, swimming, bowling, and working-out in the exercise therapy room, time in the jacuzzi, playing ball, arts and crafts and the use of a variety of toys used for the development of their motor skills. TSC has a scheduled recreation time slot of 3:00pm to 4:30pm on Monday, Wednesday and Friday for structured recreational activities. All programs should have at least 30 minutes of physical activity per day.

The placement of individual clients in activities is based on the client's ability to achieve therapeutic and social value from the activity. An abilities-based model is employed when programming students with disabilities. Activities are created to help the client enjoy functions at their developmental level and to develop the necessary social skills to participate in ever increasing levels of involvement.

### **Special Education School (SES)**

The requirements for students attending the Special Education School are given during the students' Individualized Education Program (IEP) and may be different for each student. The physical education requirements are determined by the student's school district and noted in the IEP. If they are required to have physical education, a specialist for Adaptive Physical Education will be assigned to the student.

The student is determined eligible when a student is referred to an Adaptive Physical Education, an assessment plan is developed, and the Adaptive Physical Education Specialist does a complete assessment of the student's gross motor skills. This involves the

use of a standardized test and professional observations. At the IEP meeting, the IEP team makes a recommendation as to what type of physical education service delivery model will best meet the needs of the student.

### **Davidson Program for Independence (DPI)**

There are no requirements for DPI, however, the staff encourages the clients to use the gymnasium, fitness center, weight room and the track above the gym.

## **Scheduling of Physical Activities**

### **Temporary Shelter Care (TSC) & the HAVEN**

Clients in TSC and the HAVEN usually have scheduled physical once they have returned from school. Clients who are able to be involved in physical activities, as determined by a physician, participate in daily activities and are supervised by their childcare workers. The recreation department focuses on fitness, sports and team building. There are specific lesson plans for staff to implement the program

### **Special Education School (SES)**

If the student is considered eligible for Adaptive Physical Education during their IEP, an Adaptive Physical Education Specialist is scheduled to work with the student.

### **Davidson Program for Independence (DPI)**

There are no requirements for DPI clients. However, the staff encourages the clients to use the gymnasium, fitness center, weight room, and the track above the gym.

## **Recreational Therapy**

### **All Programs**

Clients are actively engaged in a variety of recreational activities in the course of a semester. Swimming is an integral part of the program. Clients swim in our own pool on campus. The clients, who are old enough and physically able, receive training in the Fitness Center, and all clients have use of the entire recreational facility. The recreation director has a Masters degree in Adapted Physical Activity and participates in various trainings and webinars throughout the year that focus on physical education and adapted sports. The recreation director consults with all staff charged with supervising recreational activities.

## **Establishing goals for nutrition promotion**

### **Dining hall**

The dining hall will promote nutrient rich foods by showcasing these items prominently and attractively. The food service line will include a vegetable rich offering as well as a variety of fresh daily fruits. Items will be highlighted on the daily menu board by category for easy recognition. Fresh fruits and vegetables will also be encouraged by line servers and meal counters.

## **Agency wide**

Healthy dining will be promoted agency wide using colorful posters and nutritional awareness pamphlets. These postings will be updated periodically to offer a variety of messages for the clients.

## **Staff modeling**

Product availability and menu promotion can only go so far. Clients react to what they see around them. It is imperative the staff dining with the clients model health eating practices at all times. Staff should make healthy menu selections and encourage clients to do the same.

## **Promoting Client Wellness**

### **Meeting the clients' needs**

Clients have access to credentialed school counselors and psychologists who provide them with support and assistance in making healthy decisions, managing emotions, and coping with crises.

Dining hall meals are presented in a clean and healthy environment. Clients are presented with a variety of nutritious options served in healthy portion sizes. Ample time is allotted to allow clients to consume meals without being rushed.

Food, drink and recreational activity shall not be used as a reward or punishment for behavior. There are many disadvantages to using food as a reward:

- a. It undermines the nutritional education being taught at Wayfinder.
- b. It encourages the over-consumption of foods high in added sugar and fat.
- c. It teaches clients to eat when they are not hungry as a means of self-reward.

### **Temporary Shelter Care (TSC) & the HAVEN**

Wayfinder provides a safe and healthy environment that supports health literacy and successful learning and ensures that the clients are physically and emotionally safe. In addition to physical safety, the school environment should reflect a sense of community and mutual support among staff and clients. Healthy eating is promoted through nutrition awareness postings and healthy meal and snack planning. Proper portion sizes and eating habits are introduced by the dining staff and modeled by the childcare workers. The medical staff monitors the progress being made through objective measuring tools.

### **Davidson Program for Independence (DPI)**

DPI promotes client wellness with a diabetic support program which discusses appropriate diets, importance of exercise, lifestyle changes and various medications and adaptive advices for diabetes care. Cooking class for DPI clients also gives the clients awareness to incorporating healthy/diabetic recipes into their daily cooking.



## **Staff Participation**

Staff wellness is supported by Wayfinder so that they can serve as role models to the clients.

Staff members are positive role models to the clients in the dining hall. Role modeling includes the encouragement of clients to try new food as well as promoting the consumption of fresh fruits and vegetables. Staff is also encouraged to lead healthy cooking classes as part of the school curriculum.

Suggestions for healthy dining hall options from staff are collected through periodic surveys and via Suggestions/Comments box. The entries are reviewed by administrative and food services staff and feasible suggestions are implemented.

## **Educational Environment**

Education is a part of everyday life at Wayfinder. Physical education takes part either within the confines of the on-site school or after hours through the TSC and the HAVEN. Nutritional education is incorporated into the school curriculum. Health education is taught as part of the school curriculum, through the medical department and discussed one-on-one with the social workers.

Nutrition is highlighted annually with the promotion of National Nutrition Month in March. Targeted handouts, colorful brochures and dining room postings help to promote nutrition awareness among the clients.

The food service manager attends a monthly program meeting to gather information from the various on-campus departments to present educational topics to the clients based on current need. For example, if the medical department notes a rise in the average client weight gain, a plan would be formulated to combat the issue.

## **School Curriculum**

### **Building Healthy Minds and Healthy Lifestyles**

The ultimate goal of health education is to foster and promote health literacy. Clients must comprehend a set of core health concepts and develop skills to apply that knowledge in their own personal behavior and environment. In the SES program, nutrition topics shall be integrated within the comprehensive health education curriculum and taught at every grade level. Nutrition education is integrated into mathematics and cooking classes through shopping trips and cooking activities. For DPI clients learn adaptive skills to live without vision. Achievement should be assessed by strategies that measure knowledge, behavior, and skill development and support critical thinking.

## Activities for Lifelong Change

### **Temporary Shelter Care (TSC) & the HAVEN**

All programs use a multidisciplinary team approach in the education of clients with visual impairment and multiple disabilities. Each client's instructional programming includes the following goals:

- To develop appropriate skills that allow for optimal integration and interpersonal relationships in school, at home, and in the community.
- To increase appropriate behaviors that allow for maximum instructional opportunities, and conversely, to reduce self-abusive, and aggressive behaviors that interfere with the learning process.
- To provide functional hands-on experiences in order to develop fundamental concepts and cognitive skills required for maximum cognition and assimilation into each client's living environment.
- To develop fine and gross motor skills, as well as posture, flexibility and balance to enable clients to move freely through the environment and to reduce inhibited gait and hesitant movement.
- To develop communication skills involving tactile, sign language, pictorial, and/or other mediums in order to receive and transmit relevant information within the client's school, home and community environments.
- To develop activities of daily living skills (dressing, eating, bathing, toileting, money management, etc.) so that the client may function at the optimal level of independence within the school, at home, and in the community.
- To develop increased independence in orientation and mobility skills through repeated instruction in the instructional environment and the community.

### **Davidson Program of Independence (DPI)**

DPI focuses on using the activities learned daily for a lifelong change.

All services begin with a four-week assessment period during which an assessment is made for each client on their current level of ability in each instructional curriculum. During this time, realistic timelines for each goal are established.

The client has the primary responsibility for setting his or her own goals and objectives. Each instructor provides a written report that is included in a summary report by the case manager. At the six-week assessment meeting, a training plan is developed, and the client takes the lead. Individuals in attendance include the client, referring Department of Rehabilitation counselor, case manager, and others whom the client invites that may have an interest, such as family members, health care provider, and so forth. The training plan identifies each of the client's goals and approximate timeline to achieve each one.

To provide comprehensive services designed to empower clients in all aspects of their lives, progress is reviewed on a regular basis. Whenever possible, family/significant other involvement is encouraged and facilitated. Instruction and services in the following areas are designed and offered to:

- Provide individualized assessment and evaluation, rehabilitation training, resource, advocacy, support, and counseling services to meet the individual needs of each adult client.
- Assist adult clients with the development of independence skills, provide pre-vocational training, and prepare clients for employment.
- Maximize personal growth through focusing on abilities, meeting challenges, and acknowledging success.

## **Instructors and Staff Development**

The safety of all clients remains the focus of Wayfinder. As such, all personnel working directly with clients must obtain and maintain the appropriate credential, certification or training required to fulfill their job function.

Additionally, Wayfinder will make all effort possible to provide employees with access to continuing education within their field. Maintaining the most up-to-date standards, curriculum, techniques and tools to promote client wellness is the desire of Wayfinder.

Staff development includes training and/or certification for food service personnel at their various levels of responsibility, including safe food handling, nutrition education, and recognition of the signs, symptoms, and appropriate responses to severe food allergy reactions.

## **Nursing Staff**

### **Client Relations**

Client's weight should be taken once a month for monitoring purposes. The weight is recorded in each client's chart. A master record is kept for the entire year. All results are made available to case managers and therapists as requested. Excessive weight loss/gain will be monitored through weekly weigh-ins and lab work. Therapists, social workers, residential program staff, and the residential services director are kept up to date on weight issues.

### **Physician and Diets**

The client's physician is available on campus on a scheduled basis or accessible by phone when needed. Written orders for specific diet changes come directly from the physician. Any diet orders are then communicated to the Director of Nursing Services, the Director of Residential Services, the client's childcare worker and the food services staff. The child care worker, as well as the food services staff, may be asked to monitor the eating habits without making the client aware.

If excessive weight loss is the problem, the physician will be advised. The physician may consult with the client and order lab work to determine the reasons behind the weight loss. If weight loss is due to eating habits, the client's child care worker will be notified for discussion and the entire staff made aware.

The Director of Nursing Services, the Director of Residential Services, social workers, and therapists discuss weight issues as well as self-esteem issues with the clients. Ideas for changing eating habits can be discussed in private with the staff.

### **Training of Child Care Workers/Instructional Aides**

Staff is asked to lead by example. All staff is encouraged to engage in physical activity with the clients. Written handouts as well as interactive displays are used to promote exercise, healthy food and snack choices. Correct portioning of food items is emphasized at all times. An "open door policy" that encourages staff to ask questions, voice their concerns, and work on a common solution remains in effect. All staff is encouraged to notify the food services staff of any special requests for diet changes as well as new food ideas.

## **Food Available During the School Day**

### **Foods of Minimal Nutritional Value**

In general, the USDA prohibits the sale of foods of minimal nutritional value (FMNV) (e.g., carbonated beverages [with some exceptions], water, ices, chewing gum, and candies made predominantly from sugar and corn syrup) during meal periods anywhere reimbursable meals are sold or eaten.

#### ***California Education Code section 49431 governs that in elementary schools:***

- (a) From the midnight before to 30 minutes after the end of the official schoolday, at each elementary school, the only competitive foods that may be sold to a pupil are fruit, vegetable, dairy, protein, or whole grain rich food items; foods with a fruit, vegetable, dairy, protein, or whole grain item as its first ingredient; or combination foods containing at least one-quarter cup of fruit or vegetable that meets the following standards:*
- (1) Not more than 35 percent of its total calories shall be from fat. This paragraph shall not apply to individually sold portions of nuts, nut butters, seeds, seed butters, reduced-fat cheese or part skim mozzarella cheese packaged for individual sale, fruits, vegetables that have not been deep fried, seafood, or a dried fruit and nut and seed combination.*
  - (2) Less than 10 percent of its total calories shall be from saturated fat. This paragraph shall not apply to reduced-fat cheese or part skim mozzarella cheese packaged for individual sale, nuts, nut butters, seeds, seed butters, or a dried fruit and nut and seed combination.*
  - (3) Not more than 35 percent of its total weight shall be composed of sugar, including naturally occurring and added sugar. This paragraph shall not apply to fruits, vegetables that have not been deep fried, or a dried fruit and nut and seed combination.*
  - (4) Contains less than 0.5 grams of trans fat per serving.*
  - (5) Contains not more than 200 milligrams of sodium per item, package, or container sold to a pupil.*

- (6) Contains not more than 200 calories per individual food item.*
- (b) An elementary school may permit the sale of food items that do not comply with subdivision (a) as part of a school fundraising event in either of the following circumstances:*
  - (1) The sale of those items takes place off of and away from school premises.*
  - (2) The sale of those items takes place on school premises at least one-half hour after the end of the schoolday.*
- (c) It is the intent of the Legislature that the governing board of a school district annually review its compliance with the nutrition standards described in this section and Section 49431.5.*

***California Education Code section 49431.2 governs that in middle and high schools:***

- (a) From the midnight before to 30 minutes after the end of the official schoolday, at each middle school or high school, the only competitive snack foods that may be sold to a pupil are fruit, vegetable, dairy, protein, or whole grain rich food items; foods with a fruit, vegetable, dairy, protein, or whole grain item as its first ingredient; or combination foods containing at least one-quarter cup of fruit or vegetable that meet all of the following standards:*
  - (1) Not more than 35 percent of its total calories shall be from fat. This paragraph does not apply to the sale of nuts, nut butters, seeds, seed butters, reduced-fat cheese or part skim mozzarella cheese packaged for individual sale, fruits, vegetables that have not been deep fried, seafood, or a dried fruit and nut and seed combination.*
  - (2) Less than 10 percent of its total calories shall be from saturated fat. This paragraph shall not apply to reduced-fat cheese or part skim mozzarella cheese packaged for individual sale, nuts, nut butters, seeds, seed butters, or a dried fruit and nut and seed combination.*
  - (3) Not more than 35 percent of its total weight shall be composed of sugar, including naturally occurring and added sugars. This paragraph shall not apply to the sale of fruits, vegetables that have not been deep fried, or a dried fruit and nut and seed combination.*
  - (4) Contains less than 0.5 grams of trans fat per serving.*
  - (5) Contains not more than 200 milligrams of sodium per item, package, or container sold to a pupil.*
  - (6) Contains not more than 200 calories per individual food item.*
- (b) (1) From the midnight before to 30 minutes after the end of the official schoolday, at each middle school or high school, a competitive entrée sold by the district food service department the day, or the day after, it is served on the federal National School Lunch Program or federal School Breakfast Program menu shall meet the following standards:*
  - (A) Contains not more than 400 calories per entrée item.*
  - (B) Not more than 35 percent of its total calories shall be from fat.*
  - (C) Contains less than 0.5 grams trans-fat per serving.*
  - (D) Is offered in the same or smaller portion sizes as in the federal National School Lunch Program or federal School Breakfast Program.*
- (2) From the midnight before to 30 minutes after the end of the official schoolday, at each middle school or high school, a competitive entrée sold by the district food service department but not the day, or the day after, it is served on the federal National School Lunch Program or federal School Breakfast Program menu, or a competitive entrée sold by any other entity, shall meet the following standards:*
  - (A) Not more than 35 percent of its total calories shall be from fat.*
  - (B) Less than 10 percent of its calories shall be from saturated fat.*
  - (C) Not more than 35 percent of its total weight shall be composed of sugar, including naturally occurring and added sugar.*
  - (D) Contains less than 0.5 grams of trans fat per serving.*
  - (E) Contains not more than 480 milligrams of sodium.*
  - (F) Contains not more than 350 calories.*
- (c) A middle school or high school may permit the sale of food items that do not comply with subdivision (a) or (b) in any of the following circumstances:*
  - (1) The sale of those items takes place off of and away from school premises.*
  - (2) The sale of those items takes place on school premises at least one-half hour after the end of the schoolday.*

*(d) It is the intent of the Legislature that the governing board of a school district annually review its compliance with the nutrition standards described in this section.*

## **Peanut Protocol**

Wayfinder has several “NO PEANUT ZONES” throughout the campus for the health and safety of those clients who have severe allergy to peanuts. Clients with peanut allergies must strictly avoid foods containing peanuts or products processed in a plant with traces of peanuts to avoid a life-threatening allergic reaction.

In order to provide a safe environment, peanuts or any product which has been manufactured in a plant with traces of peanuts are strictly prohibited in the areas designated as “NO PEANUT ZONES”. The “NO PEANUT ZONES” are the Cafeteria/Dining Hall, Children’s Residential Program, Gymnasium, Special Programs Building, Medical Office, Education Building, and Adult Residential Center. Beware of packaging which states, “May Contain Peanuts”, “Made in a plant that also processes peanuts or tree nuts”, or any variation of those disclaimers. Most items with nuts contain enough allergens to trigger a severe reaction in allergic individuals. Hands should be washed thoroughly before entering any of the “NO PEANUT ZONES”.

## **Vending Machine**

Vending machines located on Wayfinder’s property remain off limits for client use. Vending machines are strictly for staff use only. All foods supplied in vending machines are in compliance with Wayfinder’s Peanut Protocol.

## **Off Campus Events**

All off-campus events scheduled during meal times will include a healthy packed lunch for clients. The meals will be prepared according to a predetermined nutrient balanced menu that meets the required RDA’s of nutrients and target goals set by the National School Lunch Program. The packed meal will be in lieu of the regularly planned meal. All meals are to be received from kitchen by staff members. Meals are to be counted and distributed to clients by supervising staff members.

## **After School Snack**

Wayfinder currently does not participate in the After-School Snack Program. However, nutritious snacks are provided to clients.

## **Food service regulations**

### **Requirements of the National School Breakfast\Lunch Program**

The dining service program at Wayfinder meets all of the requirements of the National School Breakfast/Lunch Program. Section 2 of the National School Lunch Act (42 U.S.C. 1751) defines the purpose of the program as follows:

*“It is declared to be the policy of Congress, as a measure of national security, to safeguard the health and well-being of the Nation’s children and to encourage the domestic consumption of nutritious agricultural commodities and other food, by assisting the States, through grants-in-aid and other means, in providing an adequate supply of food and other facilities for the establishment, maintenance, operation, and expansion of nonprofit school lunch programs.”*

School lunches must meet the recommended Dietary Guidelines for Americans. The Code of Federal Regulations, Title 7 (Agriculture) Section 210.10(b) outlines the specific nutritional requirements for breakfast and lunch:

	<b>Breakfast meal pattern</b>		
	<b>Grades K-5</b>	<b>Grades 6-8</b>	<b>Grades 9-12</b>
Meal pattern	Amount of food <sup>a</sup> per week		
	(Minimum per day)		
Fruits (cups) <sup>b c</sup>	5 (1)	5 (1)	5 (1)
Vegetables (cups) <sup>b c</sup>	0	0	0
Dark green	0	0	0
Red/Orange	0	0	0
Beans and peas (legumes)	0	0	0
Starchy	0	0	0
Other	0	0	0
Grains (oz eq) <sup>d</sup>	7-10 (1)	8-10 (1)	9-10 (1)
Meats/Meat Alternates (oz eq) <sup>e</sup>	0	0	0
Fluid milk <sup>f</sup> (cups)	5 (1)	5 (1)	5 (1)
<b>Other Specifications: Daily Amount Based on the Average for a 5-Day Week</b>			
Min-max calories (kcal) <sup>g h</sup>	350-500	400-550	450-600
Saturated fat (% of total calories) <sup>h</sup>	<10	<10	<10
Sodium (mg) <sup>h i</sup>	≤430	≤470	≤500
<i>Trans</i> fat <sup>h j</sup>	Nutrition label or manufacturer specifications must indicate zero grams of <i>trans</i> fat per serving.		

1. Food items included in each group and subgroup and amount equivalents. Minimum creditable serving is 1/8 cup.

2. *One quarter cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.*
3. *Beginning July 1, 2014 (SY 2014-2015) schools must offer 1 cup of fruit daily and 5 cups of fruit weekly. Vegetables may be substituted for fruits, but the first two cups per week of any such substitution must be from the dark green, red/orange, beans and peas (legumes) or “Other vegetables” subgroups, as defined in 210.10(c)(2)(iii).*
4. *Beginning July 1, 2013 (SY 2013-2014), at least half of grains offered must be whole-grain-rich and schools must meet the grain ranges. Schools may substitute 1 oz. eq. of meat/meat alternate for 1 oz. eq. of grains after the minimum daily grains requirement is met. By July 1, 2014 (SY 2014-15) all grains must be whole-grain-rich.*
5. *There is no meat/meat alternate requirement.*
6. *Beginning July 1, 2012 (SY 2012-2013) all fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat-free (unflavored or flavored).*
7. *Beginning July 1, 2013 (SY 2013-2014), the average daily calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).*
8. *Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent milk fat are not allowed.*
9. *Final sodium targets must be met no later than July 1, 2022 (SY 2022-2023). The first intermediate targets must be met no later than July 1, 2014 (SY 2014-2015) and the second intermediate targets must be met no later than July 1, 2017 (SY 2017-2018).*

<b>Age/grade group</b>	<b>Baseline: average current sodium levels as offered<sup>1</sup> (mg)</b>	<b>Target 1: July 1, 2014 SY 2014-2015 (mg)</b>	<b>Target 2: July 1, 2017 SY 2017-2018 (mg)</b>	<b>Final Target: July 1, 2022 SY 2022-2023 (mg)</b>
<b>School Breakfast Program</b>				
K-5	573 (elementary)	≤540	≤485	≤430
6-8	629 (middle)	≤600	≤535	≤470
9-12	686 (high)	≤640	≤570	≤500

<b>Meal pattern</b>	<b>Lunch meal pattern</b>		
	<b>Grades K-5</b>	<b>Grades 6-8</b>	<b>Grades 9-12</b>
	Amount of food <sup>a</sup> per week		
	(minimum per day)		
Fruits (cups) <sup>b</sup>	2 1/2 (1/2)	2 1/2 (1/2)	5 (1)
Vegetables (cups) <sup>b</sup>	3 3/4 (3/4)	3 3/4 (3/4)	5 (1)
Dark green <sup>c</sup>	1/2	1/2	1/2
Red/Orange <sup>c</sup>	3/4	3/4	1 1/4
Beans and peas (legumes) <sup>c</sup>	1/2	1/2	1/2
Starchy <sup>c</sup>	1/2	1/2	1/2



Other <sup>c d</sup>	1/2	1/2	3/4
Additional Veg to Reach Total <sup>e</sup>	1 <sup>e</sup>	1 <sup>e</sup>	1 1/2 <sup>e</sup>
Grains (oz eq) <sup>f</sup>	8-9 (1)	8-10 (1)	10-12 (2)
Meats/Meat Alternates (oz eq)	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups) <sup>g</sup>	5 (1)	5 (1)	5 (1)
<b>Other Specifications: Daily Amount Based on the Average for a 5-Day Week</b>			
Min-max calories (kcal) <sup>h</sup>	550-650	600-700	750-850
Saturated fat (% of total calories) <sup>h</sup>	<10	<10	<10
Sodium (mg) <sup>h i</sup>	≤640	≤710	≤740
<i>Trans fat</i> <sup>h</sup>	Nutrition label or manufacturer specifications must indicate zero grams of <i>trans fat</i> per serving.		

- a. Food items included in each group and subgroup and amount equivalents. Minimum creditable serving is 1/8 cup.
- b. One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.
- c. Larger amounts of these vegetables may be served.
- d. This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purposes of the NSLP, the "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).
- e. Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.
- f. Beginning July 1, 2012 (SY 2012-2013), at least half of grains offered must be whole grain-rich. Beginning July 1, 2014 (SY 2014-15), all grains must be whole grain-rich.
- g. Beginning July 1, 2012 (SY 2012-2013), all fluid milk must be low-fat (1 percent or less, unflavored) or fat-free (unflavored or flavored).
- h. Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent are not allowed.
- i. Final sodium targets must be met no later than July 1, 2022 (SY 2022-2023). The first intermediate target must be met no later than SY 2014-2015 and the second intermediate target must be met no later than SY 2017-2018. See required intermediate specifications in §210.10(f)(3).
- j. (3) Sodium. Schools lunches offered to each age/grade group must meet, on average over the school week, the levels of sodium specified in the following table within the established deadlines:

National school lunch program		Sodium reduction: Timeline & amount		
Age/grade group	Baseline: Average current sodium levels in meals as offered <sup>1</sup> (mg)	Target 1: July 1, 2014 (SY 2014-2015) (mg)	Target 2: July 1, 2017 (SY 2017-2018) (mg)	Final Target: July 1, 2022 (SY 2022-2023) (mg)
K-5	1,377 (elementary)	≤1,230	≤935	≤640
6-8	1,520 (middle)	≤1,360	≤1,035	≤710

9-12	1,588 (high)	≤1,420	≤1,080	≤740
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In order to verify that requirements are met Wayfinder utilizes a nutritional software program to analyze all menus served in the facility. The program builds from ingredients to recipes to menus to verify if the energy, fat and sodium targets are being met. The program also provides a breakdown of daily and weekly component contributions to verify compliance.

## Offer vs. Served

Along with the Food Based Menu Planning method Wayfinder also practices the Offer versus Served approach, which is a provision that allows clients to decline some of the menu items offered and still allow the meal to be reimbursable. The concept is to present the clients with options in their dining selection. By allowing clients to make healthy choices today, Wayfinder promotes the practice of healthy menu decision-making for a lifetime.

## Requirements of California Code of Regulation, Title 22

Additional food service regulations are addressed on the *California Code of Regulations, Title 22, Division 6, Chapter 1, Article 6, Section 80076* as follows:

1. *All food shall be safe and of the quality and in the quantity necessary to meet the needs of the clients. Each meal shall meet at least 1/3 of the servings recommended in the USDA Basic Food Group Plan -Daily Food Guide for the age group served. All food shall be selected, stored, prepared and served in a safe and healthful manner.*
2. *Where all food is provided by the facility, arrangements shall be made so that each client has available at least three meals per day.*
  - a. *Not more than 15 hours shall elapse between the third meal of one day and first meal of the following day.*
3. *Where meal service within a facility is elective, arrangements shall be made to ensure availability of a daily food intake meeting the requirements of (a)(1) above for all clients who, in their admission agreement, elect meal service.*
4. *Between meal nourishment or snacks shall be available for all clients unless limited by dietary restrictions prescribed by a physician.*
5. *Menus shall be written at least one week in advance and copies of the menus as served shall be dated and kept on file for at least 30 days. Menus shall be made available for review by the clients or their authorized representatives and the licensing agency upon request.*
6. *Modified diets prescribed by a client's physician as a medical necessity shall be provided.*
  - a. *The licensee shall obtain and follow instructions from the physician or dietitian on the preparation of the modified diet.*
7. *Commercial foods shall be approved by appropriate federal, state and local authorities. All foods shall be selected, transported, stored, prepared and served so as to be free from contamination and spoilage and shall be fit for human consumption. Food in damaged containers shall not be accepted, used or retained.*
8. *Where indicated, food shall be cut, chopped or ground to meet individual needs.*

9. *Powdered milk shall not be used as a beverage but shall be allowed in cooking and baking. Raw milk, as defined in Division 15 of the California Food and Agricultural Code shall not be used. Milk shall be pasteurized.*
10. *Except upon written approval by the licensing agency, meat, poultry and meat food products shall be inspected by state or federal authorities. Written evidence of such inspection shall be available for all products not obtained from commercial markets.*
11. *All home canned foods shall be processed in accordance with standards of the University of California Agricultural Extension Service. Home canned foods from outside sources shall not be used.*
12. *If food is prepared off the facility premises, the following shall apply:*
  - a. *The preparation source shall meet all applicable requirements for commercial food services.*
  - b. *The facility shall have the equipment and staff necessary to receive and serve the food and for cleanup.*
  - c. *The facility shall maintain the equipment necessary for in-house preparation, or have an alternate source for food preparation, and service of food in emergencies.*
13. *All persons engaged in food preparation and service shall observe personal hygiene and food services sanitation practices which protect the food from contamination.*
14. *All foods or beverages capable of supporting rapid and progressive growth of microorganisms which can cause food infections or food intoxications shall be stored in covered containers at 45 degrees F (7.2 degrees C) or less.*
15. *Pesticides and other similar toxic substances shall not be stored in food storerooms, kitchen areas, food preparation areas, or areas where kitchen equipment or utensils are stored.*
16. *Soaps, detergents, cleaning compounds or similar substances shall be stored in areas separate from food supplies.*
17. *All kitchen, food preparation, and storage areas shall be kept clean, free of litter and rubbish, and measures shall be taken to keep all such areas free of rodents, and other vermin.*
18. *All food shall be protected against contamination. Contaminated food shall be discarded immediately.*
19. *All equipment, fixed or mobile, dishes, and utensils shall be kept clean and maintained in safe condition.*
20. *All dishes and utensils used for eating and drinking and in the preparation of food and drink, shall be cleaned and sanitized after each usage.*
  - a. *Dishwashing machines shall reach a temperature of 165 degrees F (74 degrees C) during the washing and/or drying cycle to ensure that dishes and utensils are cleaned and sanitized.*
  - b. *Facilities not using dishwashing machines shall clean and sanitize dishes and utensils by an alternative comparable method.*
21. *Equipment necessary for the storage, preparation and service of food shall be provided, and shall be well-maintained*
22. *Tableware and tables, dishes, and utensils shall be provided in the quantity necessary to serve the clients.*
23. *Adaptive devices shall be provided for self-help in eating as needed by clients.*

## **Establishing Guidance for All Clients**

The Multi-Disciplinary Treatment Team is made up of key members of Wayfinder, including the Director of Residential Services, social workers, medical service staff and food services manager. The group meets monthly and the agenda includes health and weight issues of the clients, health education in the school, recreational plans for after school and weekends, implementation of new policies and reviewing findings from previous policy changes.

## **Wellness Committee**

### **Make-up**

The Wellness Committee is made up of key members of the agency. The members of the Wellness Committee are to include: the director of education, director of nursing, director of mental health, residential director, administrative services and training manager, director of contracts and compliance, manager of food services and resident representatives.

### **Establishing guidelines for all clients**

The group is to meet annually to discuss health and weight issues of the clients. Food issues and concerns of weight gain/loss is the focus at these meetings. With key members of the facility's staff the many issues addressed include: health education in the school, recreational plans for after school and weekends, implementation of new policies and review findings from previous policy changes. New policies presented in front of the facility board are reviewed before implementation.

## **Food Service Offerings**

### **Age Appropriate Portions**

All clients are provided with age appropriate servings as per the "Dietary Guidelines for Americans." Full access to vegetables, fresh soup of the day, fresh fruit and salad leads to healthier choices in life. No client shall go hungry. Vegetarian items are made available to clients per request of child care workers, instructional aids and/or nurse.

### **Healthy and Appealing Preparation**

At Wayfinder, the word "food" in food service means freshly prepared food, not convenience frozen entrees. With few exceptions, all foods are prepared fresh daily. All ingredients are purchased from a reliable supplier. Local fresh fruits and vegetables are purchased when available. Oven baking is the preferred method of preparing foods over frying. A six-week cycle menu with revolving entrée options is used to provide new experiences in the dining hall. Client menu suggestions are encouraged. Foods of appealing colors and textures incorporated into recipes provide for a visually pleasant dining experience.

### **Promoting Consumption of Fresh Fruits and Vegetables**

Fresh produce is an essential component of a healthy diet. Fresh fruits and vegetables are interwoven throughout our menu planning philosophy, including daily fresh scratch soups that are made with a variety of fresh vegetables, a daily salad consisting of fresh seasonal produce, and a seasonally appropriate fresh fruit basket. Daily school and afterschool snacks also incorporate a variety of fresh produce and fresh vegetables. Offering a variety

of fresh produce through creative and appealing preparation techniques builds a lifelong habit of healthy consumption.

### **Guiding Clients Toward a Healthy Diet**

Clients base decisions on the options available. The challenge of the food service department is to make these options healthy and attractive. Providing clients with the options outlined above makes the healthy decision-making process a reality.

## **Atmosphere**

### **Serving Clients in a Friendly Environment**

Clients are greeted in a friendly and inviting way. A family-style atmosphere provides the clients with a comfortable setting to enjoy their meals. All clients are informed of the menu items and their choices. Clients are encouraged to try new items they may not have experienced before. Healthy choices provide ways to enhance the dining experience.

### **Ample Time to Eat and Socialize**

Clients are allotted enough time to enjoy their meals in a family-like setting. Clients sit amongst their peers and socialize during the mealtime. We ask clients to encourage peers to try new menu items. Many clients new to the facility may not have experienced some of the menu items.

### **Appealing and Comfortable Dining Facility**

Seasonal decorations as well as menu choices provide a comfortable dining experience. Clients are encouraged to provide decoration ideas that may include personal artwork for display in the dining hall, lending to a more comforting setting. Decorations are to remain appropriate and in theme with the seasons. Healthy educational posters are to be in plain view of all clients.

## **Measuring Implementation of the Policy**

### **Monitoring**

The Wellness Committee is involved in establishing the goals for the wellness policy and monitoring success indicators.

The chairperson of the Wellness Committee should recommend for agency approval specific quality indicators used to measure the implementation of the policy (e.g., nutrient analysis of school meals, feedback from school food service personnel, administrators, members of the nursing staff, child care workers, and other appropriate persons).

The chairperson of the Wellness Committee should ensure universal compliance with the adopted Wellness Policy. Food service staff and other members of the Wellness Committee should provide continued assistance in ensuring policy compliance.

The chairperson of the Wellness Committee should report every year on Wellness Policy compliance to the agency, parent/teacher organizations, school administrators, and the school health services department. All of these stakeholders should be informed of the findings related to policy compliance.

The chairperson of the Wellness Committee should ensure the latest revision of the Wellness Policy is posted both in the dining hall and on the agencies website.

### **Review and inform the public**

The agency should repeat its nutrition and physical activity assessment at least every year to determine compliance and progress toward implementation of the adopted school Wellness Policy and to set new priorities.

As necessary, the Wellness Policy should be revised to address changes in state and federal law as well as areas in need of improvement.

The revised Wellness Policy as well as a recap of the assessment is to be posted on the agency website following the annual review.

### **Training**

Wayfinder provides appropriate and continuing professional development that is supportive of the adopted wellness policy to teachers, instructional aids, childcare workers, food service staff, and other members of the Wellness Committee.