



Wellness Policy

POLICY

To promote healthy lifestyles for the youth in our care and to comply with federal guidelines for the National School Lunch Act, Quality Family Services shall create a yearly wellness policy for the youth in our care.

PURPOSE

The purpose is to provide the juveniles in our care an environment that promotes health and wellbeing, including nutritional meals, nutrition education, physical activity, and to comply with all state and federal guidelines.

PROCEDURES

- 1) No later than the first day of the school year, Quality Family Services shall establish a wellness policy to ensure compliance with the USDA National School Lunch Program.
- 2) The wellness committee will be comprised of Quality Family Services board members, Administrators, youth in care, staff involved with physical activity for our clients, and the Program Coordinator. The committee shall receive input from juveniles, parents, and the public using methods that include, but are not limited to, surveys, targeted conversations, and informal feedback.
 - a) The committee shall meet yearly to address any changes needed to the policy
 - b) On a triennial basis, the committee will evaluate compliance with the policy and the programs offered in detention, compare the policy to model policies, and measure progress toward wellness policy goals
 - c) The Secretary of Quality Family Services board of Directors will keep minutes of these meetings and ensure that needed changes to policy are completed and implemented.
- 3) The wellness policy is comprised of the following elements:
 - a) Wellness policy development and evaluation
 - b) Health and wellness topics
 - c) Nutrition education
 - d) Nutrition guidelines
 - e) Nutrition promotion
 - f) Nutrition environment
 - g) Food and beverage advertising
 - h) Physical activity
 - i) Communication and implementation

- 4) **Health and wellness and nutrition education:** The facility Administrators and Staff will provide a monthly calendar of their health education activities to the Administration office monthly. The facilities as part of their ongoing health education presentations in the homes, or events provided in the community shall have client participation on the following:
 - a) Mental health
 - b) Nutrition education
 - c) Hygiene
 - d) Drug and alcohol education
 - e) Teen pregnancy

- 5) **Nutrition guidelines and promotion:** Effort shall be made to adhere to the best possible standards in food preparation with due regard for the following principles:
 - a) Follow the United States Department of Agriculture (USDA) Nutritional Standards for school meals
 - b) Continue offering healthy foods
 - c) Enhance palatability and attractiveness of menus
 - d) Ensure safety for consumption
 - e) Promote nutritious choices using methods that include, but are not limited to, posting the monthly menu, posters/signage for healthy food choices, and positive reinforcement

- 6) **Nutrition Environment:** Quality Family Services will attempt to provide a pleasant eating experience for clients.
 - a) Clients have the ability to comment on the meals served at Quality Family Services in the following ways:
 - i) As part of the exit surveys, they complete upon release. The data from the surveys is collected and shared with the QFS team.
 - ii) Through the grievance procedure as outlined in the client handbook.
 - b) The Facility Administrator will work with the client medical doctor to meet the needs of clients with special diets whenever possible within regulatory requirements.
 - c) Drinking fountains will be available for residents to get water at meals and throughout the day.
 - d) Administrators, and Facility Staff provide supervision during meal service times.

- 7) **Food and beverage advertising:** Due to Quality Family Services being a STRTP, there is no marketing of outside food or beverages and there are no vending machines inside any of the facilities.
 - a) The only food provided during mealtimes is made by the QFS Administrators, or Facility Staff. The kitchen adheres to the federal meal pattern requirements.
 - b) Outside food and drink are not permitted in the facilities without the permission of the Administrator.

- 8) **Physical activity:** The Administrator and Facility Staff, along with client input will develop and facilitate at least one-hour daily physical activity of large muscle exercise for five days a week.
 - a) The Administrator and Facility Staff shall also promote and conduct small group exercise and activity programs to promote a healthy lifestyle.

- 9) **Communication:** The wellness policy will be made public on the Quality Family Services website along with the triennial assessment.
- 10) **Designee to ensure compliance:** The Program Coordinator is responsible for the operational implementation of the wellness policy and will ensure that the wellness committee meets on a yearly basis.

NONDISCRIMINATION STATEMENT

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U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
program.intake@usda.gov