

# OCEAA WELLNESS POLICY

## **WHAT IS THE OCEAA WELLNESS POLICY/Purpose?**

click on the supporting links for specific information:

A local wellness policy in compliance with Senate Bill 12 (SB12) is an essential tool for parents, local educational agencies (LEAs) and school districts in promoting student wellness, preventing and reducing childhood obesity and providing assurance that school meal nutrition guidelines meet the minimum federal school meal standards. In compliance with the National School lunch program (NSLP).

SB12 Compliance, (Senate approved guidelines)

Existing law prohibits the sale of certain beverages and food items at elementary schools, and at middle and high schools participating in a pilot program.

[http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=200520060SB12](http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=200520060SB12)

## **Student Wellness**

OCEAA aims to help students achieve and maintain a sense of well-being as they strive to reach their personal and academic goals while living a healthy fulfilling life while cultivating awareness for themselves and fellow students and the community.

[www.fns.usda.gov/tn/local-school-wellness-policy](http://www.fns.usda.gov/tn/local-school-wellness-policy)

<https://www.fns.usda.gov/nslp/national-school-lunch-program-nslp>

## **Physical Activity**

OCEAA utilizes an Active Play approach to daily recess and weekly physical education periods. Students will spend at least 50 percent of weekly physical education periods participating in moderate to vigorous physical activity.

<http://www.actionforhealthykids.org/tools-for-schools/find-challenges/on-the-playground-challenges/1234-recess-in-action>

[www.choosemyplate.gov/physical-activity-why](http://www.choosemyplate.gov/physical-activity-why)

Whenever possible, recess is scheduled before lunch to ensure students have access to physical activity.

<http://www.actionforhealthykids.org/tools-for-schools/find-challenges/cafeteria-challenges/1232-recess-before-lunch>

OCEAA is also committed to utilizing brain breaks and mindfulness strategies to break up extended periods of inactivity due to academic programming. When activities, such as mandatory school-wide testing, make it necessary for students to remain indoors for long periods of time, OCEAA gives students periodic breaks during which they are encouraged to stand and be moderately active.

<http://www.actionforhealthykids.org/tools-for-schools/1252-brain-breaks-instant-recess-and-energizers>

## **Competitive Foods**

All foods sold outside of the National School Lunch Program (NSLP), must not compete with Garden Grill breakfast or lunch sales.

Only three competitive events are allowed on campus per organization, per year.

[https://schoolnutrition.org/uploadedFiles/Legislation\\_and\\_Policy/State\\_and\\_Local\\_Legis](https://schoolnutrition.org/uploadedFiles/Legislation_and_Policy/State_and_Local_Legis)

[lation\\_and\\_Regulations/4-Sept2013StateCompetitiveFoodPolicies.pdf](#)

**Food Service/Child Nutrition (Includes A La Carte, Class Parties, and Fundraisers)**

Child Nutrition Services Supervisor must approve all competitive foods. The Supervisor will provide guidelines and guidance will be offered to Teachers, staff, and parents.

**Food as Rewards:** OCEAA will not use foods and beverages as rewards and foods will not be withheld as a punishment. The school has made a guidebook available titled **Healthy Food Guide for School Activities and Other Special Occasions** that details a list of alternatives to using food as a reward.

**Celebrations & Events:** OCEAA limits celebrations that involve food during the school day to no more than twice per month, including the celebrations of birthdays on the last Friday of the month. Each party should aim to include no more than one food or beverage that does not meet nutrition standards or from the “empty calories” list. All celebrations and events will be held after the classes scheduled lunch period. The school will disseminate a guidebook titled **Healthy Food Guide for School Activities and Other Special Occasions** which details a list of healthy party ideas and recipes for parents and teachers.

[https://healthymeals.fns.usda.gov/hsmrs/Connecticut/CT%20healthy\\_celebrationsd.pdf](https://healthymeals.fns.usda.gov/hsmrs/Connecticut/CT%20healthy_celebrationsd.pdf)

[www.actionforhealthykids.org/storage/documents/parent-toolkit/partner-resource-pdfs/healthypartyguide-cando.pdf](http://www.actionforhealthykids.org/storage/documents/parent-toolkit/partner-resource-pdfs/healthypartyguide-cando.pdf)

[www.actionforhealthykids.org/storage/documents/parent-toolkit/celebrationsf3b.pdf](http://www.actionforhealthykids.org/storage/documents/parent-toolkit/celebrationsf3b.pdf)

## **WHY WE HAVE CHOSEN TO BE A SCRATCH SCHOOL**

Our Garden Grill cooks from scratch. Scratch cooking means that all meals are made by adding fresh ingredients and not ingredients that are already prepared. The Garden Grill has cooks that prepare nutritious meals daily. The Nutrition Supervisor selects all the items on the menu. Menu items must follow the CDE standards as well as USDA Wellness Policy Guidelines.

OCEAA is unique because we are a public charter school with a kitchen that cooks using \*local fresh food from scratch. Cooking from scratch means cooks add healthier ingredients into our meals. Data supports the adage "that you are what you eat." Educating children and our community to make healthy eating choices can help you physically as well as mentally.

<https://traytalk.org/2017/10/11/scratch-cooking-in-schools-just-like-mom-used-to-make/>

[www.fns.usda.gov/tn/local-school-wellness-policy](http://www.fns.usda.gov/tn/local-school-wellness-policy)

<https://www.fns.usda.gov/get-involved/provide-nutrition-education>

\* Local is food grown within 200 miles

## **FOODS AND BEVERAGES PROVIDED AT SCHOOL ACCORDING TO THE NATIONAL SCHOOL LUNCH PROGRAM (NSLP)**

The NSLP is a federally assisted meal program operating in public and non-profit private schools and residential child care institutions. It provides nutritionally balanced low cost or free lunches to children each school day.

<https://healthymeals.fns.usda.gov/topics-z>

[www.californiaprojectlean.org/calculator/](http://www.californiaprojectlean.org/calculator/)

## **Allergies POLICY**

### Nuts and Seeds

Sunflower or pumpkin seeds can be offered as an extra during breakfast and lunch in a plastic container as well as at the Salad Bar.

“Peanut Free” table will be provided.

### All other allergies

The school nurse must be informed of all school allergies. For meal accommodations, a signed doctor's note must be provided.

<http://www.ironkidsnutrition.ca/nut-free-alternatives-seeds-okay-kids-tree-nut-peanut-allergy/>

## **Filing a Program Discrimination Complaint as a USDA Customer**

USDA prohibits discrimination against its customers. If you believe you experienced discrimination when obtaining services from USDA, participating in a USDA program, or a program that receives financial assistance from USDA, you may file a complaint with USDA. OASCR, through the Office of Adjudication, will investigate and resolve complaints of discrimination in programs operated or assisted by USDA.

USDA prohibits discrimination on the bases of race, color, religion, sex, age, national origin, marital status, sexual orientation, familial status, disability, limited English proficiency, or because all or a part of an individual's income is derived from a public assistance program. In programs that receive Federal financial assistance from USDA, discrimination is prohibited on the bases of race, color, religious creed, sex, political beliefs, age, disability, national origin, or limited English proficiency. (Not all bases apply to all programs.) Reprisal is prohibited based on prior civil rights activity.

To file a program discrimination complaint, you may obtain a complaint form by sending an email to [Cr-info@ascr.usda.gov](mailto:Cr-info@ascr.usda.gov) . You or your authorized representative must sign the complaint form. You are not required to use the complaint form. You may write a letter instead. If you write a letter, it must contain all of the information requested in the form and be signed by you or your authorized representative. Incomplete information will delay the processing of your complaint. Employment civil rights complaints will not be accepted through this email address.

Persons with disabilities who require alternative means for communication of program

information (Braille, large print, audiotape, etc.), should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).

Send your completed complaint form or letter to us by mail, fax, or email.

Here are our addresses and fax number:

#### Mail

U.S. Department of Agriculture

Director, Office of Adjudication

1400 Independence Avenue, SW

Washington, DC 20250-9410

Fax (202) 690-7442

#### E-mail

[program.intake@usda.gov](mailto:program.intake@usda.gov)

For help filling out the form, you may call any of these telephone numbers:

(202) 260-1026 (Local)

(866) 632-9992 (Toll-free Customer Service)

(800) 877-8339 (Local or Federal relay)

(866) 377-8642 (Relay voice users)

A waiver may be granted for the following reasons: (1) the discriminatory act could not reasonably be expected to be known within the 180-day period; (2) illness or incapacitation; (3) the same complaint was filed with another Federal, state, or local agency; and (4) any other basis determined by the Director of the Office of Adjudication.

Whom may I contact for further information on filing a program discrimination complaint?

You may contact the Office of Assistant Secretary for Civil Rights, Information Research Service, on (866) 632-9992 (toll free) or (202) 260-1026 or send an email to the Office of the Assistant Secretary for Civil Rights at [CR-INFO@ascr.usda.gov](mailto:CR-INFO@ascr.usda.gov). Individuals who are deaf, hard of hearing, or have speech disabilities, may contact us through the

Federal Relay Service on (800) 877-8339 or (800) 845-6136 (Spanish).

How is my discrimination complaint processed?

Filing a USDA program discrimination complaint does not waive or toll requirements for filing a lawsuit. Complainants are advised that they may wish to consult a lawyer at their earliest convenience to ensure that their rights are protected and preserved.

### Intake Stage

The first stage of the program discrimination complaint process is the intake stage. At this stage, the Office of Adjudication determines whether your complaint meets the legal requirements to be accepted for processing. Prior to making this determination, the Office of Adjudication may request clarification or additional information about the complaint from you. For more information about what must be included in your complaint, read [How To File A Program Discrimination Complaint](#). If your complaint is not accepted for processing, the Office of Adjudication will send you a letter notifying you why your complaint was not accepted and your complaint will be dismissed. If appropriate, your dismissed complaint may be referred to an agency or forum that may assist in resolving the issues. In this case, you will also be notified of the referral.

If your complaint is accepted for processing, the Office of Adjudication will send you a letter to notifying you of the acceptance and inform you of the issues that will be investigated. The USDA agency that your complaint is against will be required to prepare a written statement giving their position regarding your complaint. After the agency's position statement is received, the case will be sent to the next stage, investigation.

### Investigation Stage

During the investigation stage, the Office of Adjudication will assign an investigator to the complaint. The investigator will contact you, any agency employees involved, and any other appropriate individual, to obtain sworn statements and documents relating to the issues in the complaint. After the complaint is investigated, a Report of Investigation is prepared and the complaint is sent to the next stage, adjudication. The complainant may obtain a copy of the Report of Investigation, after the complaint is closed, by making a request under the Freedom of Information Act.

### Adjudication Stage

During the adjudication stage, the Office of Adjudication will review the Report of Investigation and perform a legal and factual analysis of the complaint to determine

whether discrimination occurred. Based on this analysis, the Office of Adjudication will issue a Final Agency Decision. The Final Agency Decision will contain an analysis of the claims in the complaint and the Office of Adjudication conclusions and findings, including whether discrimination was found. If discrimination is found, the Office of Adjudication may attempt to settle the complaint or take other corrective action, as appropriate. If no discrimination is found, the complaint is closed. A copy of the Final Agency Decision will be mailed to the complainant after it is signed by the Director of the Office of Adjudication. If your complaint alleges discrimination based on disability, you may appeal the Final Agency Decision to the Assistant Secretary for Civil Rights within 90 days of receipt of the Final Agency Decision. This opportunity for appeal applies only to complaints alleging discrimination based on disability.

#### NOTE

In complaints alleging discrimination in certain USDA programs or those falling under the authority of other government agencies or departments, the complaint may be processed in accordance with a Memorandum of Understanding. In those instances, the procedure used to process your complaint may be different from the procedure described above. The procedure used will be determined by the Memorandum of Understanding.

#### USDA Nondiscrimination Statement

SNAP and FDPIR State or local agencies, and their subrecipients, must post the following Nondiscrimination Statement:

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, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [How to File a Complaint](#),



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](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

#### USDA Nondiscrimination Statement (Continued)

For all other FNS nutrition assistance programs, State or local agencies, and their subrecipients, must post the following Nondiscrimination Statement:

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.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, 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.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: How to File a Complaint, 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](mailto:program.intake@usda.gov).

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USDA Nondiscrimination Statement (Continued)

Joint Application Form (HHS)

This institution is prohibited from discriminating on the basis of race, color, national origin, disability, age, sex and in some cases religion or political beliefs.

The U.S. Department of Agriculture also prohibits discrimination based on race, color, national origin, sex, religious creed, disability, age, political beliefs or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027), found online at: How to File a Complaint, 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](mailto:program.intake@usda.gov).

For any other information dealing with Supplemental Nutrition Assistance Program (SNAP) issues, persons should either contact the USDA SNAP Hotline Number at (800) 221-5689, which is also in Spanish or call the State Information/Hotline Numbers (click the link for a listing of hotline numbers by State); found online at: SNAP Hotline.

To file a complaint of discrimination regarding a program receiving Federal financial assistance through the U.S. Department of Health and Human Services (HHS), write: HHS Director, Office for Civil Rights, Room 515-F, 200 Independence Avenue, S.W., Washington, D.C. 20201 or call (202) 619-0403 (voice) or (800) 537-7697 (TTY)

This institution is an equal opportunity provider.