

STUDENT INSURANCE

Students shall have the opportunity to participate in the health and accident insurance plan selected by the school district. The cost of the health and accident insurance program shall be borne by the student. Participation in the insurance health and accident plan is not a contract with the school district, but rather, a contract between the insurance company and the student.

Students participating in intramural or extracurricular athletics shall be required to have health and accident insurance. The student shall bring written proof of insurance or participate in the health and accident insurance program selected by the school district.

Legal Reference: Iowa Code § 279.8 (2005).

Cross Reference: 504 Student Activities
507 Student Health and Well-Being

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CUSTODY AND PARENTAL RIGHTS

Disagreements between family members are not the responsibility of the school district. The school district will not take the "side" of one family member over another in a disagreement about custody or parental rights. Court orders that have been issued shall be followed by the school district. It shall be the responsibility of the person requesting an action by the school district to inform and provide the school district the court order allowing such action.

This policy does not prohibit an employee from listening to a student's problems and concerns.

It shall be the responsibility of the superintendent to ensure employees remain neutral in a disagreement about custody and parental rights.

Legal Reference: Iowa Code §§ 232.67, .70, .73, .75; 235A; 279.8; 710.6 (2005).
441 I.A.C. 9.2; 155; 175.

Cross Reference: 506 Student Records
507 Student Health and Well-Being

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STUDENT SPECIAL HEALTH SERVICES

The board recognizes that some special education students need special health services during the school day. These students shall receive special health services in conjunction with their individualized education program.

The superintendent, in conjunction with licensed health personnel, shall establish administrative regulations for the implementation of this policy.

Legal Reference: Board of Education v. Rowley, 458 U.S. 176 (1982).
 Springdale School District #50 v. Grace, 693 F.2d 41 (8th Cir. 1982).
 Southeast Warren Comm. School District v. Dept. of Public Instruction, 285 N.W.2d 173
 (Iowa 1979).
 20 U.S.C. §§ 1400 *et seq.* (1994).
 34 C.F.R. Pt. 300 *et seq.* (2002).
 Iowa Code §§ 256.11(7); 256B; 273.2, .5, .9(2)-(3); 280.8 (2005).
 281 I.A.C. 12.3(7), 41.96

Cross Reference: 502 Student Rights and Responsibilities
 506 Student Records
 603.3 Special Education

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SPECIAL HEALTH SERVICES REGULATION

Some students who require special education need special health services in order to participate in the educational program. These students shall receive special health services in accordance with their individualized educational program.

A. Definitions

"Assignment and delegation" - occurs when licensed health personnel, in collaboration with the education team, determine the special health services to be provided and the qualifications of individuals performing the health services. Primary consideration is given to the recommendation of the licensed health personnel. Each designation considers the student's special health service. The rationale for the designation is documented. If the designation decision of the team differs from the licensed health professional, team members may file a dissenting opinion.

"Co-administration" - the eligible student's participation in the planning, management and implementation of the student's special health service and demonstration of proficiency to licensed health personnel.

"Educational program" - includes all school curricular programs and activities both on and off school grounds.

"Education team" - may include the eligible student, the student's parent, administrator, teacher, licensed health personnel, and others involved in the student's educational program.

"Health assessment" - health data collection, observation, analysis, and interpretation relating to the eligible student's educational program.

"Health instruction" - education by licensed health personnel to prepare qualified designated personnel to deliver and perform special health services contained in the eligible student's health plan. Documentation of education and periodic updates shall be on file at school.

"Individual health plan" - the confidential, written, preplanned and ongoing special health service in the educational program. It includes assessment, planning, implementation, documentation, evaluation and a plan for emergencies. The plan is updated as needed and at least annually. Licensed health personnel develop this written plan with the education team.

"Licensed health personnel" - includes licensed registered nurse, licensed physician, and other licensed health personnel legally authorized to provide special health services and medications.

"Prescriber" - licensed health personnel legally authorized to prescribe special health services and medications.

"Qualified designated personnel" - persons instructed, supervised and competent in implementing the eligible student's health plan.

"Special health services" - includes, but is not limited to, services for eligible students whose health status (stable or unstable) requires:

- Interpretation or intervention,
- Administration of health procedures and health care, or
- Use of a health device to compensate for the reduction or loss of a body function.

SPECIAL HEALTH SERVICES REGULATION

"Supervision" - the assessment, delegation, evaluation and documentation of special health services by licensed health personnel. Levels of supervision include situations in which licensed health personnel are:

- physically present.
- available at the same site.
- available on call.

- B. Licensed health personnel shall provide special health services under the auspices of the school. Duties of the licensed personnel include the duty to:
- Participate as a member of the education team.
 - Provide the health assessment.
 - Plan, implement and evaluate the written individual health plan.
 - Plan, implement and evaluate special emergency health services.
 - Serve as liaison and encourage participation and communication with health service agencies and individuals providing health care.
 - Provide health consultation, counseling and instruction with the eligible student, the student's parent and the staff in cooperation and conjunction with the prescriber.
 - Maintain a record of special health services. The documentation includes the eligible student's name, special health service, prescriber or person authorizing, date and time, signature and title of the person providing the special health service and any unusual circumstances in the provision of such services.
 - Report unusual circumstances to the parent, school administration, and prescriber.
 - Assign and delegate to, instruct, provide technical assistance and supervise qualified designated personnel.
 - Update knowledge and skills to meet special health service needs.
- C. Prior to the provision of special health services the following shall be on file:
- Written statement by the prescriber detailing the specific method and schedule of the special health service, when indicated.
 - Written statement by the student's parent requesting the provision of the special health service.
 - Written report of the preplanning staffing or meeting of the education team.
 - Written individual health plan available in the health record and integrated into the IEP or IFSP.
- D. Licensed health personnel, in collaboration with the education team, shall determine the special health services to be provided and the qualifications of individuals performing the special health services. The documented rationale shall include the following:
- Analysis and interpretation of the special health service needs, health status stability, complexity of the service, predictability of the service outcome and risk of improperly performed service.
 - Determination that the special health service, task, procedure or function is part of the person's job description.
 - Determination of the assignment and delegation based on the student's needs.
 - Review of the designated person's competency.
 - Determination of initial and ongoing level of supervision required to ensure quality services.
- E. Licensed health personnel shall supervise the special health services, define the level of supervision and document the supervision

SPECIAL HEALTH SERVICES REGULATION

- F. Licensed health personnel shall instruct qualified designated personnel to deliver and perform special health services contained in the eligible individual health plan. Documentation of instruction and periodic updates shall be on file at school.
- G. Parents shall provide the usual equipment, supplies and necessary maintenance for such. The equipment shall be stored in a secure area. The personnel responsible for the equipment shall be designated in the individual health plan. The individual health plan shall designate the role of the school, parents, and others in the provision, supply, storage and maintenance of necessary equipment.

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Code No. 507.9
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WELLNESS POLICY

The board promotes healthy students by supporting wellness, good nutrition and regular physical activity as a part of the total learning environment. The school district supports a healthy environment where students learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, schools contribute to the basic health status of students. Improved health optimizes student performance potential.

The school district provides a comprehensive learning environment for developing and practicing lifelong wellness behaviors. The entire school environment, not just the classroom, shall be aligned with healthy school district goals to positively influence a student's understanding, beliefs and habits as they relate to good nutrition and regular physical activity.

The school district supports and promotes proper dietary habits contributing to students' health status and academic performance. All foods available on school grounds and at school-sponsored activities during the instructional day should meet or exceed the school district nutrition standards. Foods should be served with consideration toward nutritional integrity, variety, appeal, taste, safety and packaging to ensure high-quality meals.

The school district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price meals. Toward this end, the school district may utilize electronic identification and payment systems; provide meals at no charge to all children, regardless of income; promote the availability of meals to all students; and/or use nontraditional methods for serving meals, such as "grab-and-go" or classroom breakfast.

The school district will develop a local wellness policy committee comprised of representatives of the board, parents, leaders in food/exercise authority, students and school employees. The local wellness policy committee has developed a plan to implement and measure the local wellness policy and monitor the effectiveness of the policy. The committee designated the superintendent to monitor implementation and evaluation of the implementation of the policy. The committee reports annually to the board regarding the effectiveness of this policy.

Specific Wellness Goals Must Be Identified Each School Year in the Following Areas;

- nutrition education, Appendix A
- physical activity, Appendix B
- other school-based activities that are designed to promote student wellness, and
- by the board of directors

The nutrition guidelines for all foods available are selected with the objective of promoting student health and reducing childhood obesity within the school system.

The board will monitor and evaluate this policy by survey data compiled by the Wellness Committee.

Approved June 2013 Reviewed May 2013 Revised _____

NUTRITION EDUCATION AND PROMOTION

The New Hampton Community School District will provide nutrition education that will meet the following goals:

- a. Offer sequential, comprehensive, standards-based nutrition education designed to provide students with the knowledge and skills necessary to promote and protect their health.
- b. Reinforce classroom nutrition education through cafeteria and other school-related activities and promotions, and through parent involvement.

The New Hampton Community School District will provide other nutrition-related school activities and promotions:

- a. Share nutrition information with athletes at presentations by community resource persons or the district food service personnel and through information materials.
- b. Choose health homeroom representatives at the high school to conduct information sharing sessions with high school students and conduct nutrition activities.

The New Hampton Community School District will involve parents in nutrition education:

- a. Conduct parent education sessions on nutrition education. (Parent/Child Connection, etc.) (Curriculum Director)
- b. Include nutrition activities and information in the parent newsletters and flyers that go home.
- c. Use PowerSchool to send notes home to serve as incentives for parents to follow-up on classroom nutrition education. (Building Principals)

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PHYSICAL ACTIVITY

Physical Education Curriculum

The New Hampton Community School District will provide physical education for all students that is taught by a certified physical education instructor.

- a. Students will be engaged in moderate to vigorous activity most of the class period.
- b. Physical education classes will be cooperative rather than competitive.
- c. The current physical education curriculum at all grade levels will be enhanced to increase the time that students are engaged in vigorous physical activity..
- d. Physical education instructors will employ homework activities that will encourage the practice of physical fitness skills and the involvement of family..
- e. The elementary and middle school staff will continue to highlight wellness activities during their spring wellness day celebrations.
- f. High school staff will explore the offering of an early bird physical education class at the high school.
- g. High school staff will explore the possibility of offering an Independent Study Course at the high school level with a physical education focus.

Recess

The New Hampton Elementary School will provide recess for all elementary and The New Hampton Middle School fifth and sixth grade students that:

- a. Encourages moderate to vigorous physical activity, the provision of space and equipment, and playground supervisors, who will direct activities and teach self-responsibility so that recess can be productive, safe, and enjoyable.
- b. Provides for indoor recess (due to inclement weather) with moderate to vigorous activity (use of hallways or other open areas for walking, exercising, following the leader or other aerobic activity).

Physical Activity and Punishment

The New Hampton Elementary School believes physical activity facilitates improved attention and focus on learning in the academic program, and is an essential component of the total educational experience for all students. All students will have access to physical activity (e.g., recess, physical education). Physical activity will not be viewed as a reward for good behavior or a punishment for unacceptable behavior or unfinished work.

Optional Issues

After-school Physical Activity Enrichment Programs will be offered:

- a. Through the provision of space, equipment, and activities.
- b. Through the partnership of New Hampton Park and Recreation and the Chickasaw Wellness Complex.

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OTHER SCHOOL-BASED ACTIVITIES THAT PROMOTE STUDENT WELLNESS

Integrating Physical Activity into Classroom Settings

For students to receive the nationally recommended amount of daily physical activity and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond the physical education class. Toward that end, the school district will:

- a. Offer classroom health education that compliments physical education by reinforcing the knowledge and self-management skills needed to maintain a physically active lifestyle and to reduce time spent on sedentary activities.
- b. Discourage sedentary activities, such as watching television, playing computer games, etc.
- c. Provide brain gym booklets/posters for physical activity to be incorporated into all content areas in the elementary classrooms.
- d. Provide aerobic/active movement/dance videos for indoor recess activities in the elementary classrooms.
- e. Encourage classroom teachers of the district to provide short physical activity breaks between lessons or classes, as appropriate.

Communication with Parents

The New Hampton Community School District will support parents' efforts to provide a healthy diet and daily physical activity for their students in the following ways:

- a. Offer healthy eating/nutrition and physical activity information at Parent/Teacher conferences and student registration, and through periodic announcements on Power School.
- b. Advertise the Healthy Thought of the Day or week on the school marquee.
- c. Write a newspaper column entitled Healthy Practices or Healthy Corner sharing specific wellness tips for parents on such topics as nutrition and physical activity.

Staff Wellness

The school district values the health and well-being of every staff member and will encourage activities and policies that support personal efforts by staff to maintain a healthy lifestyle. The school district will:

- a. Encourage staff to be wellness role models for the students of this district and to bring treats/snacks that are healthy when they are sharing with other staff members and with students.
- b. Encourage staff to be involved in independent activities such as healthy eating, circuit training, aerobics, walking, jogging, and dancing through the provision of space, equipment, and activities, and through the programs of Weight Watchers, Curves, Mercy Medical Center, New Hampton Park and Recreation, and the Chickasaw Wellness Complex.
- c. Conduct health screenings when possible.

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NUTRITION GUIDELINES FOR ALL FOODS AVAILABLE ON CAMPUS

Food Service Entrees

Meals served at the New Hampton Community School District will:

- a. Be appealing and attractive to all students,
- b. Be served in clean and pleasant settings,
- c. Be balanced and nutritious,
- d. Be prepared and served in the most healthful manner (bake rather than fry, etc.),
- e. Be as low in fat, sugar, and sodium content, as possible,
- f. Include an ala carte offering both buildings (survey students to learn preferences).
- g. Include the offering of water.
- h. Include only low-fat (1%) and fat-free milk and nutritionally equivalent non-dairy alternatives (as defined by the USDA),
- i. Ensure that at least half of the served grains are whole grain.
- j. Meet, at a minimum, nutrition requirements established by local, state, and federal law.

Breakfast Served at the New Hampton Community School District Will:

- a. Ensure that all children have the opportunity to have breakfast, in order to meet their nutritional needs and enhance their ability to learn.
- b. Encourage participation for students who do not have breakfast at home,
- c. Serve foods of quality, nutritional content (low in sugar, fat, and sodium) that are prepared in a healthful manner.
- d. Offer Breakfast in a Bag option for all students.
- e. Be appealing and attractive to students.
- f. Be served in clean and pleasant settings.

Food Service Director:

The food service director will:

- a. Serve as a resource for nutrition education to classroom instructors.
- b. Involve elementary, middle school (student senate), and high school students (Foods Class) in developing nutritious menus throughout the year on a rotating basis.
- c. Identify the food group to which each item on the lunch menu connects.
- d. Explore the option of offering an after-school snack cart with healthy choices for students involved in after-school activities.
- e. Attend training sessions to continue learning current best practice in food service.

The New Hampton Community School District will:

- a. Engage students and parents, through taste-tests of new entrees and surveys, in selecting foods offered through the meal programs in order to identify new, healthful and appealing food choices.
- b. Share information about the nutritional content of meals with parents and students. (The information will be made available on menus, the district web site, posters, and intercom announcements.)
- c. Encourage students to take at least ten minutes to eat after sitting down for breakfast and twenty minutes after sitting down for lunch,
- d. Provide students access to hand-washing/sanitizing in the classrooms or bathrooms before they eat meals.
- e. Discourage students from sharing their foods or beverages with one another, given concerns about allergies and other restrictions of some children's diets.

NUTRITION GUIDELINES FOR ALL FOODS AVAILABLE ON CAMPUS

Free and Reduced-Priced Meals

The school district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-priced meals. Toward this end, the school district will:

- a. Utilize electronic identification and payment systems.
- b. Promote the availability of meals to all students.

Vending Machines:

All foods and beverages sold individually outside the reimbursable meal programs during the school day or through programs/events for students after the school day, will meet the following requirements:

A. Beverages:

- a. Gatorade, propel, fruit juice and water will be available in restricted locations.
- b. Propel and water will be available throughout the day at the high school.
- c. Pepsi beverages will be available at concessions only.

B. Foods:

Food items could include: string cheese, yogurt products, whole grain granola bars, fresh fruits and vegetables, trail mix, nuts and seeds, dried or canned fruits, dried cereal, whole grain crackers, and popcorn.

Snacks in School

Snacks served during the day or in after-school activities will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and water as the primary beverage.

Rewards

The New Hampton Community School District will encourage teachers to try to find other ways than the use of foods to reward students for academic performance or good behavior.

Celebrations

The New Hampton Community School District will encourage healthy food items (low in fat, sugar, and salt) to be served for celebrations. The school will disseminate a list of healthy party ideas to parents and teachers.

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PLAN FOR MEASURING IMPLEMENTATION

Monitoring

The superintendent will ensure compliance with established school district-wide nutrition and physical activity wellness policies.

In the spring of the year, in the New Hampton Community School District:

- a. Each principal will ensure compliance with the policies outlined in this plan concerning issues in his/her building and will report on the building's compliance by completing the School Wellness Policy Checklist.
- b. Food service staff, at the district level, will ensure compliance with nutrition and other policies outlined in this plan under goal #4 and will report on compliance by completing the School Wellness Policy Checklist,
- c. the school nurse, physical education instructors, activities director, and any other person that is significant to the implementation of this policy will ensure compliance by completing the School Wellness Policy Checklist.
- d. The completed checklists will be handed to the district curriculum director who will compile a summary report. The report will be presented to the school board, superintendent, principals, all staff, School Wellness Policy Team, and other stakeholders,
- e. Recommendations will be made each year by the School Wellness Policy Team to insure successful implementation of this plan. The team will modify this plan as needed to ensure the wellness needs of students and staff are met.

In this school district:

The school district will report on the most recent USDA School Meals Initiative (SMI) review findings and any resulting changes. If the school district has not received a SMI review from the state agency within the past five years, the school district will request from the state agency that a SMI review be scheduled as soon as possible.

Ongoing Assessment

The New Hampton Community School District conducted a baseline assessment of the school's existing nutrition and physical activity environments and practices. The results of this assessment helped to identify and prioritize needs for the development of this 2006 School Wellness Policy.

This assessment will be repeated every three years to help review compliance, assess progress, and determine areas in need of improvement. The results of this assessment will be used to revise the current School Wellness Policy.

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CLASS OR STUDENT GROUP GIFTS

The board welcomes gifts to the school district from a class or student group. While class gifts to the school district do not require the approval of the superintendent, the board encourages students to consult with the superintendent or other licensed employees prior to selecting a gift for the school district.

Legal Reference: Iowa Code §§ 68B; 722.1, .2 (2005).

Cross Reference: 704.4 Gifts - Grants – Bequests
704.5 Student Activities Fund

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OPEN NIGHT

In keeping with good community relations, student school activities will not be scheduled on Wednesday night beyond 6:30 p.m. whenever possible. It shall be the responsibility of the principal to oversee the scheduling of school activities for compliance with this policy.

Legal Reference: Iowa Code § 279.8 (2005).

Cross Reference: 901.2 Board of Directors and Community Relations

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STUDENT TELEPHONE CALLS

Generally, students receiving telephone calls shall not be called to the phone. The administrative office in their attendance center will take a message and forward it to the student. Only in an emergency situation will a student be removed from the classroom or a school activity to receive a telephone call.

Students may, in an emergency situation, use the telephone in the administrative office of their attendance center to make a telephone call. Prior permission must be obtained from the principal or the principal's secretary.

Legal Reference: Iowa Code §§ 279.8; 280.14 (2005).

Cross Reference: 502 Student Rights and Responsibilities

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SUPERVISION AFTER SCHOOL EVENTS

There shall be an employee or a person designated by the school district available to supervise the school building while students wait at the school building after a school activity.

It shall be the responsibility of the supervisor to ensure that the students and other individuals in the school building have a valid and clear purpose for being in the school building at that time. If there is no valid and clear purpose for the student or other individual to be in the school building, the supervisor shall require them to leave the school building at once. Persons or students who do not leave upon request may be reported to the local law enforcement authorities.

It shall be the responsibility of the superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy.

Legal Reference: McClain v. Lafayette County Bd. of Education, 673 F.2d 106 (5th Cir. 1982).
Iowa Code § 279.8 (2005).

Cross Reference: 502 Student Rights and Responsibilities
503 Student Discipline

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