

**HAYS COUNTY JUVENILE CENTER**

**LOCAL WELLNESS POLICY**



## INTRODUCTION

On June 30, 2004, the President signed Public Law 108-265, the Child Nutrition and WIC Reauthorization Act of 2004. This Law requires each local educational agency, in this case a Residential Child Care Institution (RCCI), participating in a program authorized by the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.) or the Child Nutrition Act of 1966 (42 U.S.C. 1771 et seq.) to establish a local school wellness policy by School Year 2006.

In response to this law and to come into compliance by School Year 2006, the Hays County Juvenile Center administration developed a Local Wellness Policy in collaboration with the Assistant Facility Administrator (Operations), Assistant Facility Administrator (Compliance), Food Service Manager, Director of Counseling Services, Facility Nurse, John H. Wood Jr. Charter School Principal and the Chief Juvenile Probation Officer of the Hays County Juvenile Probation Department. **Parents, residents and the public were not included in the development of the Hays County Juvenile Center's Wellness Policy because the center is a secure juvenile correctional facility.**

The Hays County Juvenile Center recognizes its role in creating a residential environment that fosters healthy nutrition and quality physical activity. To promote the concept of a healthy residential environment, the Hays County Juvenile Center's Local Wellness Policy includes goals for: nutrition education, physical activity, and other school based activities; and nutrition guidelines.

The Facility Administrator shall ensure that the Hays County Juvenile Center's Local Wellness Policy is implemented and will continually monitor its effectiveness. The Food Service Manager will have operational responsibility for ensuring the facility meets the guidelines of the local wellness policy and that reimbursable meals meet the program requirements and nutrition standards set forth under the 7 CPF Part 210 and Part 220. The Facility Administrator shall report to the Hays County Juvenile Board annually on the facilities programs and efforts to meet the purpose and intent of this policy.

## NUTRITION EDUCATION GOALS

Nutrition education shall be offered to every resident of the Hays County Juvenile Center.

1. All residents shall receive consistent nutrition messages throughout the facility and kitchen are (Square Meals Posters, etc.).
2. All Hays County Juvenile Center staff that provides nutrition education shall have appropriate training.
3. Nutrition education is integrated into the health education and biology curriculum of the Hays County Juvenile Center school.

## **PHYSICAL ACTIVITY GOALS**

Age appropriate physical education activities shall be offered to every resident of the Hays County Juvenile Center.

1. All Hays County Juvenile Center residents shall be given the opportunity for at least one hour of organized physical activity per day.
2. All Hays County Juvenile Center residents shall be given the opportunity for at least one hour of open recreational activity per day.
3. Hays County Juvenile Center Boot Camp residents may be given the opportunity to refocus (select physical activity not to exceed fifteen minutes) for minor rule violations during daily program hours.
4. All Hays County Juvenile Center residents shall be given the opportunity to participate in monthly physical training tests.
5. Hays County Juvenile Center Boot Camp residents shall be given the opportunity to participate in an initial physical training benchmark test after they have been cleared by a physician to participate in a program of strenuous physical exercise.
6. All Hays County Juvenile Center residents may be given the opportunity to participate in extra-curricular activities throughout the year.

## **OTHER SCHOOL BASED ACTIVITY GOALS**

The Hays County Juvenile Center shall strive to create a healthy living environment that promotes healthy eating and age appropriate physical activity.

### **Dining Environment**

1. The Hays County Juvenile Center will provide a clean and safe meal environment for all residents.
2. The Hays County Juvenile Center will provide enough space and serving area to ensure residents are served in a timely manner.
3. The Hays County Juvenile Center provides drinking fountains and water jugs throughout the facility and encourages residents to properly hydrate daily.

### **Time to Eat**

1. The Hays County Juvenile Center provides all residents at least ten minutes to consume each meal.
2. The Hays County Juvenile Center will schedule breakfast in early morning.
3. The Hays County Juvenile Center will schedule lunch near the middle of the school day.
4. The Hays County Juvenile Center will schedule dinner in the early evening.
5. The Hays County Juvenile Center will provide a nutritious snack each evening.

### **Food or Physical Activity as a Reward or Punishment**

1. The Hays County Juvenile Center will prohibit the use or withholding of food as a reward or punishment for all residents.
2. The Hays County Juvenile Center will prohibit the deprivation of food for all residents.
3. The Hays County Juvenile Center will not deny any resident the opportunity to participate in either the one hour of organized physical activity or the one hour of open recreational activity, unless: participation is contra-indicated for medical reasons; the resident is in safety-based seclusion, disciplinary seclusion, room restriction, resident-initiated separation, protective isolation, medical isolation, or assessment isolation; the resident has a scheduled appointment; extenuating circumstances exist that impede the recreational schedule; or the resident presents an imminent danger to self or other.

### **Consistent School Activities and Environment**

1. The Hays County Juvenile Center will provide opportunities for ongoing professional training and development for food service staff in the areas of nutrition.
2. The Hays County Juvenile Center will provide opportunities for ongoing professional training and development for juvenile supervision officers in the area of physical training.
3. The Hays County Juvenile Center, in conjunction with the John H. Wood Jr. Charter School, will provide opportunities for ongoing professional training and development for teachers in the area of nutrition education.
4. The Hays County Juvenile Center encourages administrators, juvenile supervision officers, teachers and food service staff to serve as role models in practicing healthy eating and being physically active.
5. The Hays County Juvenile Center will allow all residents to participate in all meal programs like the NSLP/SBP and After School Snack program.

6. All Hays County Juvenile Center staff on duty where residents are need not eat, but if they do, they shall eat the same food served to the residents unless: a special diet has been ordered by the staff's physician or dentist; or a special diet is required by the staff's religious beliefs.

## **NUTRITION GUIDELINES**

The Hays County Juvenile Center shall set guidelines for all food and beverage purchases in the food service program.

1. The Hays County Juvenile Center shall set limits for access to food and beverages sold in vending machines to one snack and one drink during regularly scheduled parental visits.
2. The Hays County Juvenile Center shall set guidelines for refreshment/snacks served at graduation parties, gold star activities, etc.
3. Modified diets shall be provided in the following circumstances: upon recommendation/order of a physician or dentist or when a resident's documented religious beliefs require a modified diet.
4. All meals prepared at the Hays County Juvenile Center shall meet the dietary requirements of the US Department of Agriculture school breakfast, lunch and dinner dietary allowances.
5. All menu/menu items shall be reviewed and approved by a licensed dietician on an annual basis.

## **FOOD EMPLOYEE HEALTH POLICY**

The purpose of the Food Employee Illness Reporting Policy is to ensure that all food employees notify the Food Service Manager, or Facility Administrator(s), when you experience any of the conditions listed so that appropriate steps are taken to preclude transmission of foodborne illness or communicable diseases.

### **POLICY**

The Hays County Juvenile Center is committed to ensuring the health, safety and well-being of our employees and residents and complying with all health department regulations. All food employees shall report if they are experiencing any of the following symptoms to the Food Service Manager or Facility Administrator(s):

- Diarrhea

- Fever
- Vomiting
- Jaundice
- Sore throat with fever
- Lesions (such as boils and infected wounds, regardless of size) containing pus on the fingers, hand or any exposed body part.

Food employees should also notify the Food Service Manager or Facility Administrator(s) whenever diagnosed by a healthcare provider as being ill with any of the following diseases that can be transmitted through food or person-to-person by casual contact such as:

- Salmonellosis
- Shigellosis
- Escherichia coli
- Hepatitis A virus, or
- Norovirus

In addition to the above conditions, food employees shall notify the Food Service Manager or Facility Administrator(s) if they have been exposed to the following high-risk conditions:

- Exposure to or suspicion of causing any confirmed outbreak involving the above illnesses
- A member of their household is diagnosed with any of the above illnesses
- A member of their household is attending or working in a setting that is experiencing a confirmed outbreak of the above illnesses

## **FOOD EMPLOYEE RESPONSIBILITY**

All food employees shall follow the reporting requirements specified above involving symptoms, diagnosis and high-risk conditions specified. All food employees subject to the required work restrictions or exclusions that are imposed upon them as specified in Texas law, the regulatory authority, Texas Juvenile Justice Department or Food Service Manager, shall comply with these requirements as well as follow good hygienic practices at all times.

## **FOOD SERVICE MANAGER RESPONSIBILITY**

The Food Service Manager shall take appropriate action as specified in Texas Department of State Health Services Rule F-1800 to exclude, restrict and/or monitor food employees who have reported any of the aforementioned conditions. The Food Service Manager shall ensure these actions are followed and only release the ill food employee once evidence, as specified in the food code, is presented demonstrating the person is free of the disease causing agent or the condition has otherwise resolved. The Food Service Manager shall cooperate with the regulatory authority during all aspects of an outbreak investigation and adhere to all recommendations provided to stop the outbreak from continuing. The Food Service Manager will ensure that all

food employees who have been conditionally employed, or who are employed, complete the food employee health questionnaire and sign the form acknowledging their awareness of this policy. The Food Service Manager will continue to promote and reinforce awareness of this policy to all food employees on a regular basis to ensure it is being followed.

## **ANNUAL REVIEW**

The Hays County Juvenile Center's Local Wellness Policy shall become part of the Hays County Juvenile Center's Policy and Procedures Manual. The Hays County Juvenile Board shall approve the Policies and Procedures Manual, to include the Local Wellness Policy, of the Hays County Juvenile Center on an annual basis. The Chairman of the Hays County Juvenile Board may, throughout the year, approve technical changes to the Hays County Juvenile Center Policies and Procedures Manual as authorized by majority vote of the Juvenile Board. Any technical changes to the Hays County Juvenile Center Policy and Procedures Manual shall be documented and signed-off by the Facility Administrator and the Chairman of the Hays County Juvenile Board.

## **Hays County Juvenile Board**

Jimmy Alan Hall, Judge  
County Court-at-Law #1

Bruce Boyer, Judge  
22<sup>nd</sup> Judicial District

Chris Johnson, Judge  
County Court-at-Law #2  
Chairman, Hays County Juvenile Board

Elaine Brown, Judge  
County Court-at-Law #3

Gary Cutler  
Sheriff

Kelly Higgins  
District Attorney

Ruben Becerra  
County Judge

## **Local Wellness Policy Team**

Brett Littlejohn  
Administrator

Lisa Day  
Chief Juvenile Probation Officer

Joel Ware  
Assistant Facility Administrator (Operations)

Elizabeth Ferman  
Director of Counseling Services

Charles De Leon  
Assistant Facility Administrator (Compliance)

Kayla Hayward  
Principal

Susana Cisneros  
Food Service Manager

Wellpath, LLC.  
Nurse