



Wellness Guidelines

6.411.1p

LAST REVIEWED: August 2025

Standard Operating Procedure Outline

<i>Category:</i>	Students	<i>Department:</i>	Nutrition Services		
<i>Procedure:</i>	Wellness Policy Guidelines				
<i>Policy Reference # :</i>	6.411	<i>Version:</i>	1.0	<i>Date Revised:</i>	September 25, 2025

Operational Objective(s)

To provide a healthy school environment that promotes the knowledge and skills necessary for students to make informed decisions regarding their health and well-being.

General Information

LAST REVISED: September 2025 (See revision history on last page.)

The Metropolitan Nashville Public Schools (MNPS) recognizes the value of student wellness and proper nutrition and its impact on students' physical, mental, social and emotional well-being. MNPS is committed to providing a healthy school environment that promotes the knowledge and skills necessary for students to make informed decisions regarding their health and well-being. MNPS also promotes student wellness through proper nutritional and physical education practices, outstanding staff and curriculum standards, and productive opportunities for parent/community involvement. MNPS is compliant with all applicable laws and statutes governing these guidelines and policy.

Healthy School Environment

District responsibilities:

Annual review of the District Crisis Response Plan or Bi-Annual review of all MNPS School site AEDs

Implement health, safety and emergency preparedness training (e.g., basic first aid and Cardiopulmonary Resuscitation (CPR), Automated External Defibrillator (AED), universal precautions, blood borne pathogens) for personnel throughout the district
Provide principals, teachers, parents and community with a list of ideas for healthy snacks, healthy party snacks and in-school celebrations. (Appendix A)

School responsibilities:

Form an emergency core team, consisting of school and district personnel and emergency responders to review and update the school crisis plan.

Form a School Wellness Council, consisting of school personnel and parent(s).

School Wellness Councils will:

1. Oversee the implementation of the Wellness Policy at the school level
2. Develop goals and action steps to improve the health of students, staff and the community
Develop goals and action steps to improve the health of students, staff and the community including, but not limited to communicable diseases
3. Submit required reports to the Office of Coordinated School Health
o For schools with Automated External Defibrillators (AED), develop an emergency action plan for using the AED
4. At elementary schools, limit classroom celebrations where food is served to twice per month. Celebrations involving food must be held after lunch hours. Food items must be wrapped in individual packaging by the vendor or manufacturer
5. Food, beverages and candies are not used, as rewards for academic performance or good behavior. We ensure that meals are not withheld as a method of discipline
6. Fundraisers for grades Pre-K-12 that involve food and are conducted during the school day shall meet the USDA Smart Snacks in School nutrition standards, except for 20 days per semester. (Appendix B)
o Any food and beverage marketed or promoted to students on the school campus shall be compliant with the USDA Smart Snacks in School nutrition standards
7. Excluding fundraising, food items not meeting Smart Snacks rules may not be marketed to students during the school day.
8. Provide training for faculty and staff in the identification of and response to allergy and/or asthma triggers (SP 6.129, pp.3-5)
9. Provide information to faculty and staff on symptoms and preventive measures to prevent the spread of communicable diseases.

Health Education

District responsibilities:

1. Provide professional development training for health and wellness teachers in grades
2. K-12
3. Provide CPR and Automated External Defibrillator (AED) Instructor Certification
4. Training to lifetime wellness teachers will provide a list of approved Family Life & Sexuality Education (FLSE) community resources to schools

School responsibilities:

1. Ensure implementation of the Tennessee Lifetime Wellness Standards (grades 9-12) and Tennessee Health Education Standards (grades K-8)
2. Ensure nutrition education is taught at each grade level to ensure compliance with the Family Life & Sexuality Education Policy,
3. HIV/AIDS Prevention Education
 1. Parent/guardian notification
 2. Preview of materials
 3. Contraception
 4. Safe Haven Law
5. Use only approved community resources to support teaching Family Life & Sexuality Education (FLSE Resource Directory provided to principals, school counselors, health teachers and lifetime wellness teachers in grades 7-12).
6. Use community resources to promote health education
7. Work with community partners to provide and/or promote opportunities for family participation in health education programs whenever possible.

Physical Education and Physical Activity

District responsibilities:

1. Provide professional development training for physical education teachers in grades K-12
2. Submit the Physical Activity Compliance Report to the TN state Department of Education annually
3. Revise the Physical Education & Lifetime Wellness Policy 4.155, as needed

School responsibilities:

1. Ensure compliance with the Physical Activity Law for grades K- 12 as indicated in TCA 49-6-1021 with was amended by HB 85/SB 158 in Spring 2025:

Elementary Schools:

- A minimum of 40 minutes of unstructured physical activity per full school day for all elementary students.
- Elementary students shall be provided an opportunity for outdoor play when the temperature range is between thirty-two (32) degrees and ninety-five (95) degrees Fahrenheit and not raining Standards for School Administered Childcare Rules and Regulations Rule 0520-12-01-.09

Middle and High Schools:

- A minimum of 90 minutes of structured or unstructured physical activity per full school week.

2. Complete and submit the Physical Activity Compliance Report to the TN State Department of Education annually.
3. Physical activity and recess will complement, not substitute, physical education class O Physical activity during the school day (including but not limited to recess, classroom physical activity breaks or physical education) will not be withheld as punishment for any reason
4. Physical activity (running laps, push-ups, etc.) shall not be used as a form of punishment
5. Ensure implementation of the Tennessee Physical Education Standards in grades K-12
6. Ensure compliance with the Physical Education and Lifetime Wellness Policy 4.155 including:
 - Class size
 - Graduation requirements
 - Modification
 - Dodgeball
 - Physical activity as punishment
 - Dressing out / physical education uniforms
 - Students (non-participation)
 - Trampoline / mini-trampoline safety
 - Provide safe and adequate equipment, facilities and resources for physical education classes
7. Encourage student and staff involvement in community physical activity programs

Nutrition Services

Nutrition Services is committed to providing nutritious meals that reflect the culturally diverse preferences of MNPS students while also meeting their nutritional needs. School-prepared meals include fresh fruit offerings, a variety of vegetables, whole grain and/or whole-grain rich products, and fat-free and low-fat milk options in an effort to plan nutrient-dense meals. The department purposefully procures food items that are moderate in sodium, low in saturated fat, and contain zero grams of trans fat unless naturally occurring.

The School Breakfast Program (SBP) and National School Lunch Program (NSLP) are implemented in all schools within the District. Additional programs that are offered at specific schools include the Afterschool Snack Program, Fresh Fruit and Vegetable Program (FFVP), Summer Food Service Program (SFSP), and Supper Program. In addition to these programs, Nutrition Services also provides programs such as, Breakfast in the Classroom, mobile breakfast carts, and Second Chance Breakfast. Every school café within the district is dedicated to serving meals through the SBP and NSLP, and all other applicable Federal child nutrition programs, that:

1. Are accessible to all students.
2. Are appealing and attractive to children;
3. Are served in a clean and pleasant setting.
4. Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations.
 - Menus will be created/reviewed by a Registered Dietitian.
 - Menus will be created/reviewed by a Registered Dietitian or other menus will be created/reviewed by a Registered Dietitian.
 - Menus will be posted on the District website monthly and will include nutritional analyses.
 - Accommodations will be made for students with food allergies or food intolerances when a special diet prescription form is completed by a recognized medical authority.
5. Promote healthy food and beverage selections using a combination of the following:
6. Menu boards featuring today's meal components are visible and readable within all service and dining areas.
7. Lunchroom equipment is decorated with decals/magnets/signage etc. whenever possible.
 - Posters displaying healthy foods are visible and readable within all service and dining areas.
 - Student artwork is displayed in the service and/or dining area.
 - Student surveys and taste testing opportunities are used to inform menu development, dining space décor, and promotional ideas.

Staff Qualifications and Professional Development

All MNPS Nutrition Services staff are required to complete at least the minimum amount of annual continuing education/training requirements as outlined in the USDA Professional Standards for All School Nutrition Program Employees. Nutrition Services staff will be provided with training and proper coding information on a weekly basis. Yearly instructions for meal service and safe food preparation policies will be provided for Cafeteria Staff and teaching staff implementing Family Style Dining within the classroom. Standards for School Administered Childcare Rules and Regulations Rule 0520-12-01-.07 The Nutrition Services Department will provide ample training opportunities throughout the school year.

Water

Potable water will be available to all students during mealtimes and throughout the school campus during the school day. Approved water sources include water fountains, water pitchers or urns with cups furnished at no cost to students, and/or a dispenser that allow students to fill their own cups or bottles.

Competitive Foods and Beverages

The District is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating. All foods and beverages which are sold and served to students outside of a reimbursable school meal shall meet, at a minimum, the USDA Smart Snacks in Schools nutrition standards as adopted by the Tennessee State Department of Education in 2014. These standards will apply in all locations and throughout all meal services where foods and beverages are available to purchase during the school day.

Nutrition Promotion

The District recognizes the correlation between nutrition promotion and the development of healthy eating habits. To further contribute to a healthy school environment, the District will promote healthy food and beverage choices to students on the school campus. Nutrition promotion will occur through the following methods:

1. Ensuring that all foods and beverages promoted to students meet or exceed the USDA Smart Snacks in School nutrition standards.
2. Displaying nutrition-related posters throughout the café serving and dining area.
3. Annually celebrate National School Breakfast Week and National School Lunch Week.
4. Seek opportunities to procure locally sourced food items to feature on the monthly menu.

School Health Services

District responsibilities:

1. Train appropriate school personnel yearly in assisting with self-administration of medications as well as emergency medications such as glucagon, epinephrine (EpiPen), Dia stat and Opioid Antagonists Develop as appropriate, Student Health Services related policies in compliance with State law and State Guidelines from the Tennessee Department of Education and Tennessee Department of Health.
2. Update Student Health Services Policy, 6.129, as needed, and ensure all schools are aware of new provisions
3. Provide parents/guardians with results of health screenings performed
4. Develop procedures for getting health and emergency information forms returned from students
5. Complete the Annual Data & Compliance Report for the State Department of Education

School responsibilities:

1. Ensure immunization requirements for each student are complete as indicated in the Entrance Requirements Procedures, 6.203.3
2. Ensure compliance with Guidelines for Diabetic Care in Schools Procedure, 6.400.4p

3. Ensure compliance with Seizure Response in Schools Procedure 6.4051.1
4. Ensure compliance with Pancreatic Enzyme Therapy 6.405.2p
5. Ensure compliance with School Supplied Epinephrine Auto Injectors and Anaphylaxis Treatment Protocol, 6.412.2p
7. Ensure compliance with School Health Services Procedure, 6.400
 - School Nurse Program
 - Field Trips Requiring a Nurse
 - Individual Health Plan (IHP) and Emergency Care Plan (ECP) for Students
 - One-on-One Services
 - Vision & Hearing Screenings
 - Health Screenings for Schools with Coordinated School Health
 - Dental Screenings
 - CPR & First Aid Training
 - Health-Related Emergencies and Concerns
 - Health Equipment and Supplies
 - Guidelines for use of Healthcare Professionals and Healthcare Procedures in a School Setting

Administration of Medication and/or Assisting with Self- Administration of Medication

- Glucagon Administration
- Students with Asthma
- Students with Severe Allergies
- Medication Error
- Head Lice Plan
- Meningococcal Disease
- Methicillin-Resistant Staphylococcus Aureus (MRSA)
- Influenza
- Type 1 and 2 Diabetes
- Medical Waste Disposal
- Disposal of Diapers
- Health-Related Records
- Districts Health Management Software
- Student Health Forms
- Transfer of other Health-Related Information
- Follow recommendations as indicated in “Guidelines for Use of Health Care Professionals and Health Care Procedures in a School Setting” as indicated in TCA 49-50-1602.
- Provide adequate clinic space or multi-purpose private space that could be used for other purposes when the nurse is not present
- Provide training for Pre-K – 12th classes on hygiene/hand- washing
- Ensure classes are equipped with hygiene supplies
- Provide contactless thermometers for every school site

Health Promotion for Staff

District responsibilities:

- Provide access to the Employee Assistance Program (EAP) to all MNPS employees and members of their immediate family
- Provide flu shots at various schools throughout the District, whenever possible
- Conduct voluntary health and wellness assessments (e.g., blood pressure, blood cholesterol, BMI)
- Provide opportunities for health care (including annual physicals) through the certificated medical plan
- Promote programs to increase exercise, promote good nutritional practices, stress management, chronic conditions management, and mental health care
- Distribute health promotion campaigns
- Provide opportunities for Hepatitis B vaccination for personnel who could be exposed to blood
- Disseminate staff wellness material from the district

School responsibilities:

- Encourage staff to utilize district wellness resources and opportunities
- Communicate participation in staff wellness activities to the Office of Coordinated School Health

Family and Community Involvement

District and School responsibilities: Partner with families and community members to institute programs that support nutrition, education and physical activity

- Encourage families to serve on “School Wellness Councils”
- Communicate health and wellness requirements (i.e. immunizations and health and emergency information forms) with families and communicate school and/or community-based resources to assist with compliance
- Provide family trainings and opportunities for families to connect with healthcare agencies for health insurance options, screenings and well checks, school readiness, healthy cooking, mental health, car seat safety, etc.

Pre-Kindergarten Health Services

District responsibilities:

- Provide professional development training for staff in universal precautions, first-aid, CPR and AED

School responsibilities:

- Ensure immunization requirements for each student are complete as indicated in the Entrance Requirements Policy, 6.132

Counseling, Psychological & Social Services

District responsibilities:

- Ensure district compliance with Tennessee Comprehensive Schools Counseling Model and Standards State Board Policy (5.103).
- Ensure district compliance with TCA 49-6-3004---suicide prevention training for all certificated staff
- Ensure all principals are provided a copy of TCA 37-1-403 explaining the Child Sexual Abuse Law
- We have required all staff to complete DCS Mandatory Reporting training, which focuses on the law, signs of abuse, requirements for reporting, and how to report.
- Require 2 hours of suicide prevention training through Jason Foundation, Mental Health America, Middle Tennessee or another approved platform.
- Require Human Trafficking training for all certified staff (once every three years), through the Ancora TN educator training

School responsibilities:

- Ensure all certificated staff submit documentation of completing at least 2 hours of PD in suicide prevention training
- Ensure school counselors develop, implement and evaluate a comprehensive school counseling program as outlined in the School Counseling Model and Standards State Board Policy 5.103.
- Ensure all teachers and staff are adhere to TCA 37-1-403 and understand the state and district procedures for reporting Child Abuse.

Implementation and Evaluation of Plan:

- All principals will have access to the Wellness Policy.
- Each principal shall develop a “School Wellness Council” to implement and monitor the Wellness Policy
- Appropriate district personnel shall report the district’s compliance with the Wellness Policy as required by the State Department of Education
- Triennial Assessment and Input: MNPS will conduct a triennial assessment to evaluate the effectiveness of its wellness policies and procedures. Community input is essential to this review, and the public will be provided with a comment period when the procedures are under consideration. The community will be notified of the review comment period on the district webpage, applicable social media pages, and PSA.
- Public Notification: The community will be notified of the review and comment period via the district website, applicable social media platforms, and Public Service Announcements (PSAs) submitted to local media outlets.

Revision History December 2017

April 2017

February 2016

June 2014

December 2009

June 2006

Review

Annually

Date Last Reviewed

August 2025

Appendix A

Healthy Ideas for Classroom Snacks and Parties

Snacks are important for providing children with additional nutrients to support growth and learning. Parties are a fun opportunity to celebrate. However, school snacks and parties do not require cupcakes, ice cream, potato chips and soda pop. With a little imagination, snacks and parties can be fun and still provide healthy, nutrient-dense foods. Give healthy partying and snacking a try with the following foods:

- 0% Fat milk, Skim milk, Low-fat milk (plain or flavored) – plain, chocolate, strawberry, vanilla
- 100% Fruit juice varieties – orange, apple, grape, cranberry
- Plain Water, Water (flavored) High Schools 9-12
- Fresh fruit with yogurt
- Sliced Apples
- Fruit and cheese kabobs
- Fruit with yogurt topping – strawberries with yogurt
- 100% fruit juice snacks
- Fruit crisps or bakes (made with little added sugar and whole grain toppings)
- Vegetable tray with low-fat yogurt dip
- Celery sticks with peanut butter
- String cheese
- Low-fat pretzels or popcorn
- Graham or animal crackers
- Pizza with low-fat toppings – veggies, lean ham
- Sandwiches – ham, turkey, cheese (low fat condiments)
- Low-fat pudding cups
- Low-fat yogurt
- Yogurt smoothies – low-fat
- Yogurt parfaits – layered fruit, yogurt and granola
- Quesadillas with salsa
- Granola bars or breakfast bars
- Trail mix or cereal mixes
- Dried fruits
- Nuts, seeds

SMART SNACKS IN MNPS

MNPS follows the guidelines for *Smart Snacks in Schools*, which is part of the Healthy, Hunger-Free Kids Act of 2010. These guidelines are designed to promote healthier meal options while limiting junk food available to students during the school day. Smart Snacks in Schools guidelines also prohibit schools from advertising or marketing any food or beverage item that does not meet Smart Snack standards. Nutrition standards apply to foods and beverages that students have access to purchase during the school day on the school campus. Below is a breakdown of the Smart Snacks in Schools guidelines.

Facts About Foods:

Any food sold in schools must:

- Be a "whole grain-rich" grain product; or
- Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or
- Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, vitamin D, or dietary fiber).

Foods must also meet several nutrient requirements:

Calorie limits:

- Snack items: ≤ 200 calories
- Entrée items: ≤ 350 calories

Sodium limits:

- Snack items: ≤ 200 mg
- Entrée items: ≤ 480 mg

Fat limits:

- Total fat: ≤ 35% of calories
- Saturated fat: < 10% of calories
- Trans fat: zero grams

Sugar limit:

- ≤ 35% of weight from total sugars in foods
- ≤ 35% of weight from total sugars in foods

Facts About Beverages:

All schools may sell:

- Plain water (with or without carbonation)
- Unflavored low fat milk
- Unflavored or flavored fat free milk and milk alternatives permitted by NSLP/SBP
- 100% fruit or vegetable juice and
- 100% fruit or vegetable juice diluted with water (with or without carbonation), and no added sweeteners.
- Elementary schools may sell up to 8-ounce portions, while middle schools and high schools may sell up to 12-ounce portions of milk and juice. There is no portion size limit for plain water.
- Beyond this, the standards allow additional "no calorie" and "lower calorie" beverage options for high school students.
 - No more than 20-ounce portions of
 - Calorie-free, flavored water (with or without carbonation); and
 - Other flavored and/or carbonated beverages that are labeled to contain < 5 calories per 8 fluid ounces or ≤ 10 calories per 20 fluid ounces.
 - No more than 12-ounce portions of
 - Beverages with ≤ 40 calories per 8 fluid ounces, or ≤ 60 calories per 12 fluid ounces.

Additional Requirements:

Fundraisers

- The sale of food items that meet nutrition requirements at fundraisers are not limited in any way under the standards.
- The standards do not apply during non-school hours, on weekends and at off-campus fundraising events.
- The standards provide a special exemption for infrequent fundraisers that do not meet the nutrition standards. State agencies may determine the frequency with which fundraising activities take place that allow the sale of food and beverage items that do not meet the nutrition standards.

Accompaniments

- Accompaniments such as cream cheese, salad dressing and butter must be included in the nutrient profile as part of the food item sold.
- This helps control the amount of calories, fat, sugar and sodium added to foods by accompaniments, which can be significant.

This institution is an equal opportunity provider.