

Wellness Policy Evaluation Checklist

An effective policy is tailored to both your district and individual school's needs, goals, and resources. This checklist is based on the Public Health Law Center and Minnesota's VISION checklist.

Step 1: Find your local school wellness policy.

Your policy should be easily located. Often, the policy is located on the district website under board policies, section 5000 for students and on the child nutrition services division. Ideally, your policy will be available on both the district and school site, and easy for parents and others to find.

Step 2: Review your local school wellness policy.

Use the checklist to evaluate the strength, comprehensiveness and specificity of your district's wellness policy.

- Identify key provisions that are missing in the "not mentioned" column.
- Check "Included but Weak" if the provision uses words such as "encourage, try to, or make an effort."
- Strong language includes specific directives and uses enforceable words like "must, shall, will or require".

Step 3: Update your local wellness policy.

If you identify key required sections that are missing, you must update the policy. Develop the language and determine the process for board approval of revisions. You will want to include these sections in your implementation plan.

If you have sections that are weak, decide which areas are a priority, strengthen the language in keeping with local priorities and resources, and develop an implementation plan. You may decide to revise the policy first, then implement, or field test the implementation before seeking board approval for the revision.

Does Your Policy have Strong Language? *= minimum requirements	Not Mentioned	Included but Weak	Strong and Specific
I. Overview			
1. Establishes district commitment to health and link to achievement?			X
II. Goals for Student Wellness			
Physical Education			
1. Have specific nutrition education standards (hours, curriculum, standards, etc)?			X
2. Address requirements for teacher certification or training in nutrition education?		X	
3. Include integration into other subjects			X
4. Include experiential learning such as farm to school, cooking, and instructional gardens?			X
B. Nutrition Promotion*			
1. All foods marketed meet federal nutrition and state standards .		X	
2. Prohibit marketing or advertising of unhealthy foods and beverages?			X
3. Promote healthy foods w/ variety of methods?			X
4. Market activities that promote healthy behaviors?		X	
5. Prohibit use of food and physical activity as reward or punishment?		X	
6. Conduct healthy fundraisers and celebrations		X	
Physical Activity			
1. Have specific requirements for physical activity in classroom?	X		
2. Address specific recess time requirements?			X
3. Address requirements for physical activity before and after school?			X
4. Address school transportation requirements (walking, biking, school bus and school patrol)?			X
5. Include joint use agreements?			X
Physical Education			
1. Have specific physical education requirements (standards-based, hours, graduation requirements)?			X
2. Address teacher certification requirements or professional development?			X
3. Specify the types of physical education and moderate to vigorous requirements?			X
Health Promotion			
1. Include a coordinated school health approach?		X	
2. Identify staff wellness requirements?		X	
3. Describe parent and youth engagement?		X	

Does Your Policy have Strong Language? *= minimum requirements	Not Mentioned	Included but Weak	Strong and Specific
III. Nutrition Guidelines for all food available on school campuses -must meet minimum federal requirements*			
1. Require specific nutrition requirements for lunch including meeting new meal standards?*			X
2. Require specific nutrition requirements for breakfast?			X
3. Address nutrition quality of after school snacks and suppers?			X
4. Require access to free, fresh drinking water?*			X
5. Address a pleasant eating environment with adequate seating?			X
6. Address requirements about adequate time to eat?			X
7. Have specific nutrition requirements for competitive foods and beverages?*			X
8. Address all foods provided in vending machines?			X
9. Have specific food in the classroom requirements such as snacks, classroom celebrations?		X	
10. Have specific requirements about food at school events, including those outside school hours?	X		
11. Address healthy fundraising?		X	
IV. Accountability*			
1. Require Local Designation to ensure compliance at each school site (put someone in charge to oversee implementation and ensure compliance at each site?)*			X
2. Require an implementation plan?			X
3. Require periodic assessment of progress (including comparison to model policy and attainment of goals)?*		X	
4. Identify periodic revision and update?	X		
5. Have specific evaluation indicators and evaluation process as means for measuring success?			X
6. Have required ongoing reporting to board and public?*		X	

Does Your Policy have Strong Language? *= minimum requirements	Not Mentioned	Included but Weak	Strong and Specific
VI. Stakeholder Involvement and Participation*			
1. Require a stakeholder committee or process for participation such as wellness committee?(including frequency of meeting)*			X
2. Permit diverse representation including parents, students, school board members, administrators, school food service, teachers of physical education, school health professionals in development and implementation and revision?*			X
VI. Public Notification*			
1. Require that the public be updated and informed about content of the policy?*		X	
2. Require that the public be updated and informed about implementation and progress?*		X	
3. Specify how each target audience will be notified?	X		