

Module: Local School Wellness Policy	
1000.	Provide a copy of the current Local School Wellness Policy.
<p><i>The State Agency (SA) must obtain a copy of the current Local School Wellness Policy. The SA must examine the document and determine if the policy includes:</i></p> <ul style="list-style-type: none"> • <i>Goals for nutrition education, physical activity, nutrition promotion, and other school-based activities to promote student wellness. Other school-based activities, for example, could include but are not limited to the dining environment, time to eat, and/or food as a reward, etc.</i> • <i>Nutrition guidelines for all foods available on the school campus.</i> • <i>A plan for measuring implementation</i> • <i>Designation of one or more officials in charge of school compliance oversight</i> 	
1001.	How does the public know about the Local School Wellness Policy? Provide documentation to support the response (or appropriate web address(es)).
<p><i>The Local School Wellness Policy must be made available to the public. The State Agency (SA) must determine how the Local School Wellness Policy is made available to the public. For example, the Local School Wellness Policy could be on the public website or distributed with other important information at the beginning of the school year. Regardless of the means, the SA must obtain documentation to support compliance (e.g., the website link, copy of distribution packet).</i></p>	
1002.	When and how does the review and update the Local School Wellness Policy occur? Provide documentation to support the response (or appropriate web address(es)).
<p><i>The Local School Wellness Policy is required to be reviewed and updated on a periodic basis. Until FNS issues the Local School Wellness Policy regulation and subsequent technical assistance materials, what constitutes a periodic basis is at the discretion of the State Agency. The SA must obtain documentation demonstrating how this requirement is met. For example, if the Local School Wellness Policy is updated at an annual stakeholder meeting, documentation indicating that the meeting occurred (e.g., agenda, attendance sheet) would be appropriate.</i></p>	
1003.	Who is involved in reviewing and updating the Local School Wellness Policy? What is their relationship with the SFA?
<p><i>Parents, students, physical education teachers, school health professionals, school administrators, the school board, representatives of the SFA, and the general public must be permitted to contribute to the development, implementation, periodic review, and update of the Local School Wellness Policy. The SA must determine who is involved with reviewing and updating the Local School Wellness Policy and whether their participation meets requirements.</i></p>	

1004.	How are potential stakeholders made aware of their ability to participate in the development, review, update, and implementation of the Local School Wellness Policy? Provide documentation to support the response (or appropriate web address(es)).
<p><i>The State Agency must determine how participation from the permitted stakeholders is solicited. Documentation demonstrating outreach should be assessed. For example, the district might send out a district-wide email or post flyers in various locations to notify potential stakeholders about the opportunity.</i></p>	
1005.	Provide a copy of the most recent assessment on the implementation of the Local School Wellness Policy.
<p><i>The State Agency (SA) must obtain a copy of the most recent assessment. The SA must examine the document and determine if the assessment includes information regarding:</i></p> <ul style="list-style-type: none"> • <i>The extent to which schools are in compliance with the Local School Wellness Policy</i> • <i>The progress made toward attaining the goals of the Local School Wellness Policy</i> • <i>The extent to which the Local School Wellness Policy compares to a model Local School Wellness Policy. Model policies can be found at http://www.fns.usda.gov/tn/local-school-wellness-policy</i> 	
1006.	How does the public know about the results of the most recent assessment on the implementation of the Local School Wellness Policy? Provide documentation to support the response (or appropriate web address(es)).
<p><i>The assessment must be made available to the public. How the assessment is made available is at local discretion. The State Agency must determine the manner in which the public is made aware of the most recent assessment on the implementation of the Local School Wellness Policy.</i></p>	

Districts should keep the following *Supporting Documentation* on file:

- A copy of the current Local School Wellness Policy
- Documentation demonstrating the Local School Wellness Policy has been made available to the public
- Documentation of the district’s efforts to review and update the Local School Wellness Policy, including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate
- A copy of the district’s most recent assessment on the implementation of the Local School Wellness Policy
- Documentation demonstrating the district’s most recent assessment on the implementation of the Local School Wellness Policy has been made available to the public.
- <http://www.fns.usda.gov/tn/local-process-how-develop-implement-and-evaluate-wellness-policy>