

Virginia Department of Juvenile Justice

Wellness Policy

For more information, contact wellnesscoordinator@djj.virginia.gov
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Preamble

The Virginia Department of Juvenile Justice (DJJ) is committed to the overall health and well-being of our residents. DJJ believes that for residents to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe and health-promoting learning environments within our setting throughout the entire year.

The Virginia Tiered Systems of Supports (VTSS) aligns academic, behavior, and socio-emotional wellness into a decision-making framework to establish the supports needed for Local Educational Agencies (LEAs) to be effective learning environments. This policy guides DJJ's efforts to establish a healthy environment facility wide.

DJJ has adopted the Community Treatment Model (CTM) that uses a relationship-oriented approach between staff and residents for improved outcomes. CTM is used to support initiatives relating to wellness within the facilities.

The Juvenile Correctional Centers (JCCs) shall provide youth with health and nutrition education, and serve food during the official school day that is consistent with the current Dietary Guidelines established by the United States Department of Agriculture (USDA).

Applicability

This policy applies to all staff employed by or assigned to the JCCs and residents as required by USDA Food and Nutrition Services (FNS). This Wellness Policy and the attached Wellness Plan (Appendix 1) contain several elements, including:

- Specific goals for nutrition promotion and education, physical activity and other school-based activities that are designed to promote student wellness. (7 CFR 210.31 (c) (1)).
- Specific goals for nutrition promotion and physical activity and other CTM-based activities that are designed to promote student wellness.
- Standards and nutrition guidelines for all foods and beverages available on the school campus during the official school day that are, at a minimum, consistent with Federal regulations for program meals and the Smart Snacks in School nutrition standards, and designed to promote student health and reduce childhood obesity. (7 CFR 210.31(c)(2) and (3))

Definitions

Community Treatment Model (CTM) – A way to support juvenile rehabilitation while decreasing inappropriate behaviors during commitment. The main tenets of the model include conducting highly structured, meaningful, therapeutic activities; maintaining consistent staffing in each housing unit; and keeping juveniles in the same unit throughout their stays.

Facility – State secure buildings and grounds for juveniles who have been sentenced and committed for a designated length of stay.

Nutrition education - Health education received in a classroom or cafeteria setting to promote a pattern of healthful eating based on the current Dietary Guidelines for Americans and other USDA guidelines.

Nutrition promotion - The act of promoting healthy food, including the Food of the Month initiative, monthly in-service topics for food service staff, cafeteria specials, and nutrition education posters.

Positive Behavioral Interventions and Supports (PBIS) - Positive Behavioral Interventions and Supports (PBIS) is a nationally-recognized approach to support positive academic and behavioral outcomes for all students. In Virginia schools, PBIS is the behavioral component of the Virginia Tiered Systems of Supports (VTSS).

School Campus - Areas within the facility that are used during the official school day for school-related activities, including on the outside of the school building athletic fields.

Triennial – recurring every three years.

Virginia Tiered Systems of Supports (VTSS) - The Virginia Tiered Systems of Supports (VTSS) is a data-driven decision making framework for establishing the academic, behavioral and social-emotional supports needed for a school to be an effective learning environment for all students.

General Requirements

1. All meals and snacks provided to residents during the official school day shall comply with all applicable federal, state, and local requirements, including the Smart Snacks in School nutrition standards.
2. Staff shall not market food or beverages to students on the school campus during the official school day nor shall it make vended foods, canteen foods, and snacks for behavioral incentive programming available to youth during the official school day. Items associated with behavioral incentive programming may be made available to residents in their units after the conclusion of the official school day.
3. The JCCs shall provide on-site opportunities for youth to receive nutrition education

based on the Dietary Guidelines for Americans and other information provided by the USDA.

4. Staff who eat in the presence of residents shall be served the same meals as the residents, unless: a medical provider has prescribed a special diet for the resident, a medical provider has directed staff to follow a specific diet, the resident is observing established religious dietary practices, or the staff is observing established religious dietary practices, in accordance with VOL IV-4.1-5.03 (Menu Planning and Meal Service).
5. Several factors shall be taken into consideration in the planning and preparation of all meals, the DJJ approved snack list, and food incentives available through PBIS, including resident surveys, in accordance with VOL IV-4.1-5.03 (Menu Planning and Meal Service).
6. The superintendent and principal, or designees, shall ensure that all youth have the opportunity for daily physical activity as part of wellness and health programming.
7. The facility's Food Operations Managers shall monitor and assure that youth receive meals and snacks in accordance with all applicable federal, state, and local requirements.
8. The facility's Education Director of Curriculum or Principal shall monitor and assure that nutrition education is a part of the health education curriculum as prescribed by the Virginia Department of Education (VDOE).
9. DJJ will convene a representative wellness committee that meets at least four times per year to review and update the Wellness Policy and Plan. This committee shall also plan, implement and monitor health, nutrition and physical activity programming in accordance with the DJJ Wellness Policy and Plan. The Agency Wellness Committee (AWC) membership will represent the Division of Education, Residential Services, residents and, to the extent possible, parents/guardians. The Director and members of the public shall be permitted to participate, if desired. The membership of the AWC is outlined below:

Relationship to the Agency	Title	Role on Committee
Food Service Representative/School Food Authority (SFA) Representative	Food Operations Director or designee	Reviews documentation and ensures compliance with the Wellness Policy and Plan
Facility Dietician	DJJ Registered Dietician	Wellness Coordinator – conducts triennial assessment


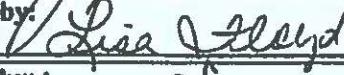

Facility Health Professional	Nurse Manager or designee	Assists in the evaluation of the wellness policy implementation
School Administrator	Principal	Assists in the evaluation of the wellness policy implementation
Residential Services Administrator (at or above Community Coordinator)	Superintendent	Assists in the evaluation of the wellness policy implementation
Operations Administrator	Operations Manager	Assists in the evaluation of the wellness policy implementation
Student Government Representative	Resident	Provides perspective from student body and assists in disseminating information to residents
Physical Education Teacher	Physical Education Teacher	Assists in the evaluation of the wellness policy implementation
Parent / Guardian	Parent / Guardian	Assists in the evaluation of the wellness policy implementation

10. The AWC shall review and consider evidence-based strategies in determining goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness.

RESPONSIBILITY

- 1. The Wellness Committee will provide documentation to the food service representative regarding review of implementation of the Wellness Policy and Plan. Should concerns be noted, the Food Service Representative will notify the appropriate supervisor within the facility (Education or Residential Services) to ensure staff follow procedures and/or protocols.**
- 2. Each superintendent and principal, or designees, shall monitor the food and snacks available to youth during the official school day in compliance with this Wellness Policy/Plan and the guidelines outlined in the Nutrition Guidelines.**
- 3. The JCC's Food Operations Manager or designee shall monitor the availability and quality of planned evening snacks offered to youth.**
- 4. The DJJ Education Behavior Team shall monitor the availability, quality, and distribution of incentive based snacks offered to youth.**

5. The DJJ facility's recreation staff shall provide physical activity programming during non-instructional time.
6. DJJ's Division of Education shall provide nutrition education in compliance with this Wellness Policy and attached Wellness Plan, nutrition guidelines, and in accordance with VDOE approved curriculum.

Approved by: 	Date: 4/23/18
Approved by: 	Date: 4/19/18
Approved by: 	Date: 4/17/18

Virginia Department of Juvenile Justice Wellness Plan

INTRODUCTION

The Virginia Department of Juvenile Justice (DJJ) is committed to the overall health and well-being of our residents. DJJ believes that for residents to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe and health-promoting learning environments within our setting throughout the entire year.

The Virginia Tiered Systems of Supports (VTSS) aligns academic, behavior, and socio-emotional wellness into a decision-making framework to establish the supports needed for LEAs to be effective learning environments.

NUTRITION GUIDELINES

Goal 1: Facility meal programs meet or exceed state and USDA requirements.

Activities:

- The Food Operations Manager or designee shall plan meals based on approved menus at least one (1) week in advance in accordance with VOL IV 4.1-5.03 (Menu Planning and Meal Service). The menu shall be consistent with all applicable federal, state and local dietary requirements.
- The menu shall include at least three (3) nutritionally balanced meals per day, an evening snack, and an adequate variety and quantity of food for the age of the resident and shall meet the nutritional requirements of applicable federal dietary requirements, in accordance with VOL IV-4.1-5.03 (Menu Planning and Meal Service).
- DJJ participates in the USDA's School Breakfast and National School Lunch Programs. DJJ promotes fresh fruit & vegetables, low fat and fat free milk options, reduced sodium foods, zero trans fats and whole grain items.
- All snacks available to residents during the official school day shall be in compliance with nutrition standards.
- All food service staff have been trained to politely prompt residents to consume the daily vegetable with their meal.
- To promote hydration, unflavored drinking water will be available to all residents. Drinking water will be available where meals are served.

Goal 2: Increase youth participation in meal planning/programming.

Activities:

- DJJ food service staff, in collaboration with the Agency Wellness Committee (AWC), will provide youth an opportunity for input regarding meal choices in accordance with VOL IV-4.1-5.03 (Menu Planning and Meal Service).
- The AWC will solicit from the Student Government Association input regarding meal planning.
- Resident surveys and taste testing opportunities will be used to inform menu development, dining space decor and promotional ideas.
- Resident artwork and/or resident-oriented art will be displayed in the service and/or dining areas.

Goal 3: School-related events for youth where food is provided shall include healthy food choices.

Activities:

- AWC representatives will recommend that healthy food choices be available at school-related youth events.
- The facility superintendent and principal, or designees, will review and approve all food for special school-related youth activities to ensure healthy food choices are available.
- The implementation of Positive Behavioral Interventions and Supports (PBIS) will include healthy food choices for student review.

NUTRITION PROMOTION

Goal 1: DJJ staff shall provide information relating to nutrition and wellness to residents and parents/guardians.

Activities:

- The AWC shall develop activities that highlight nutrition and healthy lifestyles for inclusion in activities held throughout the year.
- The facility cafeteria will use nutrition education posters that are updated, rotated or changed frequently.
- The Education Student Information System will be used to provide announcements to parents/guardians regarding the Wellness Policy/Plan.
- The Education Communications Team will disseminate wellness information through the digital electronic display boards.
- The DJJ Resident Orientation Handbook will include information regarding nutrition and wellness.

Goal 2: All facilities shall engage in special activities to encourage youth and staff to make healthy food choices consistent with the current Dietary Guidelines for Americans.

Activities:

- The AWC will encourage Education and Residential Services to establish gardens when resources and land are available and where appropriate within curricular guidelines.
- The AWC will collaborate with the Residential Leadership Team to support wellness activities in the facility.
- The AWC shall encourage communication with parents about making healthy food choices by posting the Food of the Month article in visitation areas.

NUTRITION EDUCATION

Goal 1: Youth will receive nutrition education focused on the skills needed to adopt healthy eating behaviors and lifelong wellness practices.

Activities:

- The Division of Education will ensure wellness, healthy food choices, and nutrition are taught as per the curriculum for health courses.
- The Division of Education will integrate wellness by linking examples to content course objectives of math, history, science, and reading. i.e., math might display vegetables to demonstrate bar graphs; history might include poor water supply as a component of a Venn Diagram to reference causes of epidemics.
- The Division of Education will provide ServSafe certification, a program for safe food handling.
- The Division of Education will annually participate in a Farm to School event.
- DJJ will sponsor appropriate field trip opportunities that promote healthy lifestyles (e.g., fitness centers, orchards).
- Youth who have specific nutritional needs shall receive individual nutrition counseling by a dietitian.
- Youth shall be referred by the facility nurse or physician for a dietary consult for conditions that include pregnancy, obesity, iron deficiency, diabetes, chronic disease, jaw fracture, and poor growth or underweight status.

PHYSICAL ACTIVITY

Goal 1: Staff shall encourage youth to participate in daily physical activity.

Activities:

- All youth shall participate in physical activity daily under the supervision of DJJ staff unless otherwise ordered by medical staff or under exigent circumstances.

- ❑ Recreation staff shall provide physical activity during regular working hours.
- ❑ Each JCC shall implement a recreational program plan that includes regularly scheduled indoor and outdoor recreational activities. Outdoor recreation will be available whenever practicable in accordance with the facility's recreation plan. Each JCC shall hold no less than two events per year that provide movement activities for residents.
- ❑ To the extent possible, intramural sports shall be held between units.

Goal 2: DJJ staff is encouraged to model healthy eating, physical activity, and overall wellness when supervising youth.

Activities:

- ❑ Staff may participate with youth in competitive team sports and other exercise in accordance with VOL IV-4.1-2.04 (Movement and Supervision of Residents).
- ❑ The AWC shall research and/or develop incentives for staff to encourage healthy eating and activities.
- ❑ Staff who eat in the presence of the residents shall be served the same meals as the residents, unless: a medical provider has prescribed a special diet for the resident, a medical provider has directed staff to follow a specific diet, the resident is observing established religious dietary practices, or the staff is observing established religious dietary practices in accordance with VOL IV-4.1-5.03 (Menu Planning and Meal Service).

Goal 3: Human Resources staff will promote and participate in wellness activities.

Activities:

- ❑ DJJ human resources staff will implement strategies to support school staff in actively promoting and modeling healthy eating and physical activity behaviors. Examples of strategies DJJ will use include weekly emails to staff containing recommendations regarding health and fitness, conducting a course at the training center relating to personal wellness and negotiating discounts to various health and fitness organizations.

Goal 4: Health services staff will promote and participate in wellness activities.

Activities:

- ❑ DJJ facility nursing staff shall participate in facility wellness fairs, exercise events, and lead health education groups for youth upon request.
- ❑ DJJ health services staff will promote yearly influenza vaccination and influenza prevention for youth and staff by offering annual flu vaccination clinics and posting influenza prevention information at the facilities.
- ❑ DJJ health services staff, including nurses, physicians, substance abuse counselors,

mental health practitioners, dentists, and dietitians, will provide youth with individual care and one-on-one health counseling on preventative as well as specific health related issues tailored to their age, developmental level, and unique health needs.

- DJJ health services staff shall provide youth who are pregnant with opportunities to view Health Education videos, approved by the DJJ Medical Director, on Pregnancy, Breastfeeding, and Parenting.
- DJJ Behavioral Health staff shall provide a range of services to youth including holding group session on mental health and substance abuse topics.

IMPLEMENTATION/MONITORING

Goal 1: Adopt and implement a Wellness Policy/Plan to support collaboration and focus on total student wellness.

Activities:

- Adopt a Wellness Policy/Plan that are consistent with the School Food Authority (SFA)'s Service Program, which must be in compliance with National School Lunch Program and National Breakfast Program meal patterns and in compliance with resource management.
- Adopt administrative policies/procedures that support the Wellness Policy/Plan and activities.
- Develop programming to support the Wellness Policy/Plan and activities.
- Create an Agency Wellness Committee (AWC) that is representative of the diversity of the resident and staff populations.
- Convene the AWC to monitor the implementation of the Wellness Policy/Plan quarterly.
- The facility shall ensure that residents have the opportunity to provide input into the development and implementation of wellness activities.
- The resident representative of the AWC will share information and feedback gathered from his or her peers with the AWC.
- Create a plan for the AWC to evaluate and report progress on the implementation of the Wellness Policy/Plan.
- Update or modify the Wellness Policy/Plan as appropriate.

ANNUAL PROGRESS REPORTS & TRIENNIAL ASSESSMENTS

Goal 1: DJJ shall prepare annual progress reports and publish triennial assessments.

Activities:

- DJJ shall post its Wellness Policy/Plan on its website.
- DJJ shall assess its Wellness Policy/Plan at least annually.
- The AWC shall submit to the Director of DJJ an annual progress report which shall

include:

- **A description of progress in meeting the Wellness Policy/Plan goals;**
- **Any changes or updates to the Wellness Policy/Plan;**
- **A summary of wellness events;**
- **A list of the title of participants of the AWC and contact information for the leader of the AWC; and**
- **Information on how individuals, the public and parents can get involved**
- **The Food Operations Director shall ensure that the annual progress report is prepared and submitted.**
- **DJJ shall notify the public about the content and implementation of the Wellness Policy/Plan, and make the Policy/Plan and any updates to the Policy/Plan available to the public on an annual basis.**
- **Every three (3) years, DJJ shall assess the Wellness Policy/Plan to determine compliance with federal Wellness Policy guidelines, compare the Policy to model Wellness Policies, and evaluate the progress made in attaining the goals of the DJJ Wellness Policy/Plan. The results of the triennial assessment shall be published on the DJJ website. DJJ shall make appropriate updates or modifications to the local school wellness policy based on the triennial assessment.**