

# School Wellness Policy Checklist

## Overview

A local school wellness policy is a written document that guides a local educational agency (LEA) efforts to establish a school environment that promotes students' health, well-being and ability to learn. Use this checklist to review and update your wellness policy and ensure it meets all requirements as written in SEC. 204 of Public Law 111-296 Local School Wellness Policy Implementation. As part of the Administrative Review process, Iowa Department of Education's Bureau of Nutrition and Health Services reviews school wellness policies for regulation compliance.

## Committee

- ☐ LEA has designated at least one school official who has the authority and responsibility to ensure each school complies with the policy.

Name/title of Designated Leader: \_\_\_\_\_

- ☐ LEA permits involvement of the following individuals in the development, implementation, review, and modification of the wellness policy (documentation may include current committee list, meeting announcements, committee invitations, etc):
  - ☐ Parents
  - ☐ Students
  - ☐ School food service
  - ☐ Teachers of physical education
  - ☐ School health professionals
  - ☐ School board members
  - ☐ School administrators
  - ☐ General public

## Wellness Policy

Current policy includes:

- ☐ Goals for nutrition education and promotion
- ☐ Goals for physical activities
- ☐ Goals for other school based activities
- ☐ Standards for all foods and beverages sold at each school during the school day (the midnight before school until 30 minutes after dismissal)
- ☐ Standards for food and beverages provided to students throughout the school day (classroom parties, foods given as reward, classroom snacks, etc)
- ☐ Policies for food and beverage marketing

## Triennial Assessment

- ☐ Must be completed every 3 years, last completed on: \_\_\_\_\_
- ☐ Must contain all three of these components:
  - ☐ Compliance with the Wellness Policy
  - ☐ Comparison to model wellness policy
  - ☐ Progress made toward goals of wellness policy
- ☐ Provide this information to the public

## Annually Notify the Public of the Following:

- ☐ The content of the Local Wellness Policy, including any updates
- ☐ The position title of the designated school official(s) who lead the wellness committee
- ☐ Information about how the public can get involved

**Additional questions? Contact Meg Collins at [meg.collins@iowa.gov](mailto:meg.collins@iowa.gov) or 515-336-3903**

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U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. fax:  
(833) 256-1665 or (202) 690-7442; or
3. email:  
[Program.Intake@usda.gov](mailto:Program.Intake@usda.gov)

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