

NOTRE DAME DE LOURDES SCHOOL

CHECKLIST FOR HOT LUNCH PROCEDURE

1. Fridays - payment due for upcoming week.
2. Child makes lunch decision on Friday. Hot lunch must be taken for an entire week or bring cold lunch for the entire week, there are no daily selection.
3. All payments should be in provided in the hot lunch envelope. This will insure proper credit.

The very best way to send payment is for each child to his/her own envelope with all the information. If, however, you choose to place payment for all of your children in one envelope, please be sure the information for each child is listed on the envelope.

PLEASE DO NOT INCLUDE NOR COMBINE PAYMENT FOR ANY OTHER SCHOOL FUNCTION OR ITEM WITHIN THE HOT LUNCH PAYMENT.

The cost for hot lunch is: \$10.00 per week / INCLUDES milk  
 \$2.00 reduced lunch (after an approved application)  
 \$1.50 per week for milk only

It is the parents' responsibility to keep track of payment. We will not back track to give credit for missed days (sick, snow, unscheduled family vacations, etc). However, you may make that adjustment yourself the following week. **JUST BE SURE TO NOTE IT ON THE ENVELOPE.**

Payments may be made by the Block, if you wish, keeping the above information in mind. If you choose to pay by the Block, it must be for the Block coming up, not gone by.

Payment may also be made for the year, if you know that your child will always take hot lunch.

After two weeks of non-payment, a letter will go out to the family (by way of student). If by the fourth week no payment has been received, your child will need to bring his/her own lunch. If they do not, a parent will be called to bring a lunch to the student.

PLEASE! HELP US BY SENDING REGULAR PAYMENTS.

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 Please sign and return this portion to school

Parent/Guardian Signature \_\_\_\_\_

Please Print Name Legibly \_\_\_\_\_ DATE \_\_\_\_\_

## **Wellness Recommendations**

- (1) **PHILOSOPHY:** The Notre Dame School Board believes that children and youth who begin each day as healthy individuals can learn more and learn better and are likely to complete their formal education. The Board also believes that healthy staff can more effectively perform their duties and model appropriate wellness behaviors for students. We encourage a holistic approach to staff and student wellness that is sensitive to individual and community needs.
- (2) **NUTRITION:** Academic performance and quality of life issues are affected by the choice and availability of good foods in our school. Healthy foods support student physical growth, brain development, resistance to disease, emotional stability and ability to learn.
  - (a) Nutrition guidelines that require the use of products that are high in fiber; low in added fats, sugar and sodium; and served in appropriate portion sizes consistent with USDA standards shall be established for all foods offered by the district's Nutrition Services Department. Menu and product selection shall utilize student, parent, staff and community advisory groups whenever possible.
  - (b) Nutrition services and guidelines for reimbursable meals shall not be more restrictive than federal and state regulations require.
  - (c) A la carte milk offerings to students shall be nutritious and meet federally recommended guidelines and shall be selected with input from students, parents and staff.
  - (d) Our school must follow all guidelines in Chapter 51(05-071). This chapter contains state regulations which supplement federal regulations pertaining to the National School Lunch Program.
  - (e) Nutrition services shall support classroom activities for all elementary students That includes hands-on applications of good nutrition practices to promote health and reduce obesity.
- (3) **HEALTH EDUCATION AND LIFE SKILLS:** Healthy living skills shall be taught as part of the regular instructional program and provide the opportunity for all students to understand and practice concepts and skills related to health promotion and disease prevention.
  - (a) Our school shall provide for an interdisciplinary, sequential skill-based health education program based upon state standards and benchmarks.
  - (b) Students shall have the opportunity to practice behaviors that enhance health and/ or reduce health risk during the school day.
  - (c) Students shall be taught communication, goal setting and decision making Skills that enhance personal, family and community health.
- (4) **PHYSICAL EDUCATION and ACTIVITY:** Physical education shall be taught by a certified teacher. Physical activity shall be provided by a qualified staff member. Physical education and physical activity shall be an essential element of each school's instructional program. The education program shall provide the opportunity for all students to develop the skills, knowledge and attitudes necessary to participate in a lifetime of healthful physical activity.
  - (a) **PHYSICAL EDUCATION PROGRAM:** The physical education program shall be designed to stress physical fitness and encourage healthy active lifestyles. The physical education program consists of physical activities of at least moderate intensity and for a duration that is sufficient to provide a significant health benefit to students, subject to the differing abilities of students.
    1. Participation in such physical activity shall be required for all students in Pre-K through Grade Eight for a minimum of thirty minutes, two days per week, or the equivalent.
    2. Such instruction may be provided for grades Pre-K to Eight through formal physical education courses, integration into other courses, regularly scheduled intramural activities, and/ or regularly scheduled school wide activities.
  - (b) Students shall be supported in setting and meeting personal fitness goals that result in the achievement and maintenance of a health enhancing level of physical fitness.
  - (c) Students shall be provided varied opportunities for enjoyment, challenge, self-expression and social interaction that will lead to a physically active lifestyle.

- (5) **HEALTH AND SAFE ENVIRONMENT:** A healthy and safe environment for all, before, during and after school supports academic success. Safer communities promote healthier students. Healthier students do better in school and make greater contributions to their community.
  - (a) School building and grounds, structures, buses and equipment shall meet all current health and safety standards, including environmental air quality, and be kept inviting, clean, safe and in good repair.
  - (b) School shall maintain an environment that is free of smoking, alcohol and other drugs.
  - (c) School staff and faculty must be fully trained in the Diocesan Program “PROTECTING GOD’S CHILDREN.”
  - (d) School staff and faculty must have their fingerprints taken by law per the Department of Education.
  - (e) Safety procedures and appropriate training for students and staff shall support personal safety and a violence-free and harassment-free environment.
  
- (6) **SOCIAL AND EMOTIONAL WELL-BEING:** Programs and services that support and value the social and emotional well-being of students, families and staff build a health school environment.
  - (a) Students shall be provided the skills to express thoughts and feelings in a responsible manner and give and receive support from others.
  - (b) Students shall be taught to understand and respect the differences in others and how to build positive interpersonal relations.
  - (c) Students and staff shall be encouraged to balance work and recreation and shall be helped to become aware of stressors which may interfere with health development.
  
- (7) **HEALTH SERVICES:** An effective health care delivery system that promotes academic achievement by providing a broad scope of services from qualified health care providers will improve the mental and physical health of students and staff.
  - (a) Primary coordination of health services shall be through a trained school health care practitioner with the support and direction of the principal, and pastor, and the State of Maine Health Department.
  - (b) Notre Dame de Lourdes School shall collaborate with community health liaisons and resources to promote health and wellness for students, families and community.
  - (c) A coordinated program of accessible health services shall be provided to students and staff and shall include violence prevention, school safety, communicable disease prevention, health screening, community health referrals, and immunizations, parenting skills, first aid and other priority health education topics.
  
- (8) **FAMILY, SCHOOL, PARISH AND COMMUNITY PARTNERSHIP:** Long-term effective partnerships improve the planning and implementation of health promotion projects and events within the school and throughout the community.
  - (a) Family, student, Parish and community partners shall be included on an ongoing basis in school wellness planning processes.
  - (b) The equality and diversity of the school and Parish community shall be valued in planning and implementing wellness activities.
  - (c) Community partnerships shall be developed and maintained as a resource for school and parish programs, projects, activities and events.
  - (d) School and parish shall actively develop and support the engagement of students, families and staff in community health enhancing activities and events at the school or throughout the community.
  
- (9) **STAFF WELLNESS:** The Parish and work site shall provide information about wellness resources and establish a staff committee to assist in identifying and supporting the health, safety and well being of site staff.
  - (a) School shall provide an accessible and productive work environment free from physical dangers or emotional threat that is as safe as possible and consistent with occupation and health laws, agreements and rules.
  - (b) Employees shall be encouraged to engage in daily physical activity during the workday as part of work breaks and/ or lunch periods, before or after work hours.

(These recommendations shall be monitored by the Principal, Food Service Director and the Physical Education Teacher.)

Work in progress; March 27, 2006  
Revisited March 12, 2007