

New York City Excellence in School Wellness Award 2018-19 School Year

Award Criteria Guide

The New York City Department of Health and Mental Hygiene's Excellence in School Wellness Award (ESWA) recognizes New York City (NYC) elementary schools for their efforts to create healthy school environments and school policies and practices that promote children's health and academic achievement.

NYC
Health

Center for Health Equity

New York City Excellence in School Wellness Award (ESWA) Process:

Step 1	<p>Review the application.</p> <ul style="list-style-type: none"> • Read the application process, award levels and award criteria. <ul style="list-style-type: none"> ○ All NYC elementary schools (grades K through 5) are encouraged to apply. ○ The award has six criteria focusing on wellness initiatives and policies, as well as an additional Innovative School Wellness Initiative component.
Step 2	<p>Complete the application and provide supporting documentation.</p> <p><i>Important:</i> You cannot save and resume your application prior to submission. Please be ready to upload all documentation when you begin your application. You can prepare all documentation before starting your application by following the award criteria guide.</p> <ul style="list-style-type: none"> • Complete the application online at https://nyceswa.wufoo.com/forms/x1ftuxya1urmwyw/. <ul style="list-style-type: none"> ○ Fill in your school’s information on the first page of the online application. ○ Upload supporting documentation for each award criteria. <ul style="list-style-type: none"> ▪ All supporting documentation <i>must</i> be uploaded when ready for submission.
Step 3	<p>Submit the completed application by <u>Friday, March 1, 2019.</u></p> <ul style="list-style-type: none"> • Applications are submitted online only. <ul style="list-style-type: none"> ○ Once you submit the application, you cannot add or change its content. ○ Once you submit the application, you cannot email any missing or additional documentation. • Once you have submitted your application, you will receive an email confirmation with a copy of all the information and documents you have submitted. Please keep this for your records.

Excellence in School Wellness Award Levels

Platinum	Meets all six award criteria <i>plus</i> Innovative School Wellness Initiative
Gold	Meets all six award criteria
Silver	Meets five award criteria
Bronze	Meets four award criteria
Honorable Mention	Meets at least two award criteria

Award Recognition	<p>Winners will be invited to attend a citywide celebration in June 2019 where they will be recognized and presented with their awards. High-level officials from the New York City Department of Health and the New York City Department of Education will also attend. Details will be announced after the application due date.</p>
Additional Support	<ul style="list-style-type: none"> • Email healthyschools@health.nyc.gov with any questions. • Access the New York City DOE’s School Wellness Portal, an online system with wellness resources for NYC public schools, at nycenet.edu/wellness/wellnessportal/Login.aspx <ul style="list-style-type: none"> ○ For more information about the portal and/or starting a wellness council, email wellnesscouncil@schools.nyc.gov • Subscribe to the School Wellness Weekly newsletter to stay up to date on school-related grants, resources and news: https://infohub.nyced.org/partners-and-providers/health-and-wellness/connect-with-school-wellness-programs.

Award Criteria Guide for the 2018-19 School Year

Award Criteria	Goals of Criteria and Evidence of Success	Documentation
<p>1. Active School Wellness Council</p>	<p>The Department of Education’s (DOE) Wellness Policy recommends that each school establish a School Wellness Council made up of key stakeholders who represent the diverse needs of the school. This council should promote physical and health education and seek to create more opportunities for physical activity, nutrition promotion, community wellness and health-related improvements.</p>	<p>Demonstrate that the school has an active school wellness council for the 2018-19 school year.</p> <p>Include ALL of the following:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Meeting minutes or attendance sheets from at least three wellness council meetings <input checked="" type="checkbox"/> A copy of the submitted My Wellness Council page from the DOE School Wellness Portal with council members listed* <input checked="" type="checkbox"/> A copy of the completed scorecard from the DOE School Wellness Portal* <p>(*Excluding charter schools)</p> <p><i>Note: Documentation from previous years will not be accepted.</i></p>
<p>2. Written School-Level Wellness Policy</p>	<p>A school-level wellness policy promotes health and wellness, healthy eating and physical activity through changes in the school environment. It guides and sustains the school’s efforts to support healthy eating and active living for all students, staff members and families.</p>	<p>Demonstrate that the school has a written school-level wellness policy that indicates how the policy is implemented and communicated to the entire school community for the 2018-19 school year.</p> <p>Include ALL of the following:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> School-specific wellness policy approved and signed by the principal and/or the school leadership team <ul style="list-style-type: none"> ❖ Examples of school-specific wellness policy topics such as: <ul style="list-style-type: none"> ▪ Healthy snacks and beverages ▪ Physical activity in classrooms <input checked="" type="checkbox"/> Written communication about the policy such as: <ul style="list-style-type: none"> ▪ Student/staff/parent handbook ▪ School website posting <p><i>Note: The school-level wellness policy is in addition to the DOE’s citywide School Wellness Policy.</i></p>
<p>3. Removal of chocolate milk from every school meal for all students</p>	<p>Children who drink chocolate milk twice a day consume about 80 grams of added sugar each week, or 6 lbs. of sugar each school year. Consuming too many calories from added sugars increases the risk of childhood obesity. Obesity can increase children’s risk for heart disease, diabetes and certain types of cancer, and may also lead to chronic overeating.</p>	<p>Demonstrate that chocolate milk has been discontinued in the school before the application due date.</p> <p>Include ONE of the following:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Letter from the Office of School Food OR <input checked="" type="checkbox"/> Letter from the Director of Operations (<i>for charter schools</i>) <p><i>Note: The citywide school menu or letters from previous years will not be accepted. Please submit a renewed letter from the 2018-19 school year.</i></p>

<p>4. All students receive at least 30 minutes of physical activity during each school day (<u>in addition to PE class</u>)</p>	<p>To help students achieve the nationally-recommended 60 minutes of physical activity per day, schools should integrate physical activity into both classroom settings and/or active recess programming, <i>in addition to</i> physical education (PE) classes. Daily physical activity improves academic achievement, attention span, classroom behavior and attendance. Students with higher scores on New York City fitness assessments had higher New York State Math and English test scores, across all racial and ethnic groups.</p>	<p>Demonstrate that every student receives at least 30 minutes of daily physical activity during the school day <i>in addition to physical education class with a PE teacher</i>.</p> <p><u>Complete and submit the Physical Activity Chart provided.</u></p> <p>In addition to the chart, provide supporting documentation, such as:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Classroom physical activity implementation plan, school fitness break policy and official program logs <input checked="" type="checkbox"/> Physical activity policy with school leadership team’s approval, including details of its schoolwide use <input checked="" type="checkbox"/> Active recess policy, and/or master schedule demonstrating daily active recess logs and/or program logs and documents <p><i>Note: Documentation must include the amount of time dedicated to physical activity (at least 30 minutes per day) outside of PE time for the 2018-19 school year.</i></p>
<p>5. Written plan and policy for active indoor recess during inclement weather</p>	<p>Recess is an opportunity for physical activity, which improves academic achievement, attention span, classroom behavior and attendance. A written policy for active indoor recess establishes where recess will take place and what activities students will participate in during inclement weather.</p>	<p>Demonstrate a written plan and policy for <i>indoor</i> physical activity during inclement weather for the 2018-19 school year.</p> <p>Include ALL of the following:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Policy and plan that includes: <ul style="list-style-type: none"> ▪ Locations of active indoor recess ▪ Activities for indoor recess <input checked="" type="checkbox"/> Written communication about the policy and plan such as: <ul style="list-style-type: none"> ▪ Student/staff/parent handbook ▪ School website posting ▪ Announcements made to the school community
<p>6. Activity or policy promoting mental, emotional and social health for all students</p>	<p>Mental, emotional and social health is essential to students’ well-being and a healthy school environment. Positive social and emotional skills improve how children function at home, at school and in the community, and can also improve their chances for academic success.</p>	<p>Demonstrate how your school promotes mental and social health through activities or school policies for all students in the 2018-19 school year.</p> <p>Provide supporting documentation, such as:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Any referral agreements with mental health providers <input checked="" type="checkbox"/> Description of a school-based mental health program <input checked="" type="checkbox"/> Description of implementation of proactive mental health promotion or activities (e.g., anti-stigma or anti-bullying campaign) <p><i>Note: Exclusive clubs that are geared towards a specific group will not count; activity or policy must be inclusive of all students.</i></p>

***For Schools Applying for the Platinum Award ONLY:**
(Schools must meet all six criteria in order to qualify for the Platinum Award)

***Innovative
School Wellness
Initiative**

Demonstrate how your school promotes wellness in a creative, sustainable and impactful way. This can include policies, programs, practices and/or activities that instill a culture of wellness throughout the school and can have a lasting impact on the entire school community. Please provide photos, videos and/or student projects as well as a summary of your physical wellness and educational efforts.

Tell us how your Innovative School Wellness Initiative demonstrates:

- Creativity* — What is fun and interesting about how your school promotes wellness?
- Sustainability* — Are your school's efforts long-lasting?
- Impact* — Do your school's efforts reach as many students, staff and parents/guardians as possible? How?

ESWA School Year 2018-19: Criterion 4 — Physical Activity Chart

Criterion 4: All students receive at least 30 minutes of physical activity during each school day.
(This is in addition to physical education class; PE does not count!)

*Instructions: Please complete the following chart for total amount of daily physical activity (in minutes) for each class of each grade. Please print as many copies as necessary. This form **MUST** be completed and submitted with your application*

	Class	Type	Monday	Tuesday	Wednesday	Thursday	Friday	
Grade: <hr style="width: 100px; margin: 0 auto;"/>	Example: Class 101	Classroom Physical Activity Program	5	5	5	5	5	
		Fitness Break						
		Active Recess	20	20	20	20	20	
		Other, Specify: _____		45			45	
		TOTAL		25	70	25	25	70
	Class: _____	Classroom Physical Activity Program						
		Fitness Break						
		Active Recess						
		Other, Specify: _____						
		TOTAL						
	Class: _____	Classroom Physical Activity Program						
		Fitness Break						
		Active Recess						
		Other, Specify: _____						
		TOTAL						
	Class: _____	Classroom Physical Activity Program						
		Fitness Break						
		Active Recess						
		Other, Specify: _____						
		TOTAL						
	Class: _____	Classroom Physical Activity Program						
		Fitness Break						
		Active Recess						
		Other, Specify: _____						
		TOTAL						