

New York City Excellence in School Wellness Award 2016-17 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 through school policies and practices that promote children's health and academic achievement.



Center for Health Equity

NYC Excellence in School Wellness Award (ESWA) Process:

Step 1	<p>Review the application</p> <ul style="list-style-type: none"> • Read the application, award levels and award criteria. <ul style="list-style-type: none"> ○ All 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. • Prepare the application in partnership with staff, school partners and parents.
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 supporting documentation when you begin your application.</p> <ul style="list-style-type: none"> • Complete the application online: eswa2017.wufoo.com/forms/nyc-excellence-in-school-wellness-award/ <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>Saturday, April 1, 2017</u></p> <ul style="list-style-type: none"> • Applications are submitted online ONLY. <ul style="list-style-type: none"> ○ Once you <i>submit</i> the application, you cannot add or change its content. ○ Once you <i>submit</i> the application, you cannot email any missing or additional documentation.

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	Winners will be invited to attend a citywide celebration in June 2017 where they will be recognized and presented with awards. High-level officials from the New York City Department of Health and the New York City Department of Education (DOE) will also attend. Date, time and location will be announced after the application due date.
Additional Support:	<ul style="list-style-type: none"> • Email healthyschools@health.nyc.gov with any questions. • Sign up for the New York City DOE's School Wellness Portal, an online system with wellness resources for NYC public schools: nycenet.edu/wellness/wellnessportal/Login.aspx <ul style="list-style-type: none"> ○ For more information about the portal, email wellness@schools.nyc.gov

Guide to Award Criteria for the 2016-17 School Year

Award Criteria	Goals of Criteria and Evidence of Success	Documentation
<p>1. Active School Wellness Council</p>	<p>The DOE’s Wellness Policy recommends that each school develop a School Wellness Council to create an environment in which schools can holistically and systematically prioritize physical and health education while creating more opportunities for physical activity, nutrition and health-related improvements.</p>	<p>Demonstrate that the school has an active wellness council this school year. Include all of the following:</p> <ul style="list-style-type: none"> ✓ Meeting minutes or attendance sheets from at least three wellness council meetings ✓ A copy of the submitted My Wellness Council page from the DOE School Wellness Portal with council members listed* ✓ A copy of the completed Scorecard from the DOE School Wellness Portal* <p>(*excluding charter schools)</p>
<p>2. Written Local School-Level Wellness Policy</p>	<p>A local school-level wellness policy promotes 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 local school-level wellness policy, indicating how the policy is implemented and communicated to the school community. Include all of the following:</p> <ul style="list-style-type: none"> ✓ School-specific wellness policy approved and signed by the Principal and/or the School Leadership Team ✓ Written communication plan such as: <ul style="list-style-type: none"> ▪ Student/staff/parent handbook ▪ Posting on school website ✓ Examples of school-specific wellness policy topics such as: <ul style="list-style-type: none"> ▪ Healthy snacks and beverages ▪ Physical activity in classrooms <p><i>Note:</i> The local school-level wellness policy is in addition to the DOE’s citywide School Wellness Policy.</p>
<p>3. All students receive at least 30 minutes of physical activity during each school day</p>	<p>To help students achieve the nationally-recommended 60 minutes of physical activity per day, schools should integrate physical activity into classroom settings, in addition to active recess and physical education (PE) class. Daily physical activity improves academic achievement, attention span, classroom behavior and attendance. Students test better after physical activity; students with higher scores on NYC 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.</p> <p>Provide supporting documentation such as:</p> <ul style="list-style-type: none"> ✓ Description of how teachers integrate physical activity breaks in classrooms for all students. Identify the amount of time dedicated to these breaks each day ✓ Classroom physical activity program (e.g., Move-to-Improve), school fitness break policy and/or official program logs ✓ Wellness policy/school leadership team approved policy, including details of its schoolwide use ✓ Active recess policy, master schedule demonstrating daily active recess logs and/or program logs and documents

		<ul style="list-style-type: none"> ✓ Master schedule demonstrating PE class <p><i>Note:</i> Documentation must include the amount of time dedicated to physical activity (at least 30 minutes per day).</p>
4. Remove chocolate milk from every school meal for all students	Children who drink chocolate milk twice a day consume about 80 grams of added sugar each week, or 6 pounds 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 throughout their lifetime. It may also lead to chronic overeating.	<p>Demonstrate that chocolate milk was discontinued in the school before the application due date. Include one of the following:</p> <ul style="list-style-type: none"> ✓ Letter from Office of School Food ✓ Letter from Director of Operations (<i>for charter schools</i>) <p><i>Note:</i> The citywide school menu is not acceptable, as it states that chocolate milk is offered daily.</p>
5. Written plan and policy for active indoor recess during inclement weather	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 takes place and what activities will take place during inclement weather.	<p>Demonstrate that there is a written plan and policy for indoor physical activity when recess is moved due to inclement weather. Include all of the following:</p> <ul style="list-style-type: none"> ✓ Locations of active indoor recess ✓ Activities of indoor recess ✓ Written communication plan such as: <ul style="list-style-type: none"> ▪ Announcements ▪ Student/staff/parent handbook ▪ Posting on school website
6. Activity or policy promoting mental, emotional and social health	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>Demonstrate how your school promotes mental and social health through activities or school policies.</p> <p>Provide supporting documentation such as:</p> <ul style="list-style-type: none"> ✓ Documentation of any referral agreements with mental health providers ✓ Description of an existing school-based mental health program
Innovative School Wellness Initiative	<p>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.</p> <p>Tell us how your Innovative School Wellness Initiative demonstrates:</p> <ul style="list-style-type: none"> ❖ <i>Creativity</i> – What’s fun and interesting about how your school promotes wellness? ❖ <i>Sustainability</i> – Are your school’s projects and programs long-lasting? ❖ <i>Impact</i> –Do your school’s projects reach as many students, staff, parents/guardians as possible? How? 	