

Worksheet 3: Identify Connections between Policy and Practice

This document assists local educational agencies (LEAs) with meeting the U.S. Department of Agriculture’s (USDA) triennial assessment requirements for the local school wellness policy (LSWP). For information on the triennial assessment process, refer to [Guidance for School Wellness Policy Triennial Assessment](#). For additional worksheets, visit the “What’s Next” section of the CSDE’s School Wellness Policies webpage.



The USDA requires that LEAs must publicly share the results of their wellness policy triennial assessment (e.g., through the district’s website). Information shared with the public must include 1) how the language in the LEA’s wellness policy compares to the model wellness policy; and 2) areas where there is a strong or weak policy, but practice implementation is either absent or limited.

This worksheet includes four sections that assess the connections between the LEA’s wellness policy and practices. The table below summarizes which sections the LEA must post to meet the USDA’s LSWP requirement for public notification.

Assessing Connections between the LEA’s Wellness Policy and Practices		
Section	Page	Public Posting Required
1 – Strong Policies and Aligned Practices	2	Yes
2 – Create Practice Implementation Plan	3	Yes
3 – Update Policies	4	No *
4 – Opportunities for Growth	5	No *
* Any federal requirements in these sections must be reported. Otherwise, LEAs may choose to share this information or additional materials as desired.		

Instructions: Use the LEA’s **WellSAT 3.0 scorecard** to enter the applicable policy item numbers and descriptions for each of the four sections. Post the information for all federal requirements and for sections 1 and 2 on the district’s website and share through other communication channels.

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Section 1 – Strong Policies and Aligned Practices



This document identifies where the district has a strong policy and is fully implementing practices that align with the policy.

- ▶ Describe the items that received a written policy score of 2 and an interview practice score of 2. **Start with the Federal Requirements for each section.**

Item number	Item description
Section 1. Nutrition Education	
NE2	Nutrition education provided using didactic methods to increase student knowledge
Section 2: Standards for USDA Child Nutrition Programs and School Meals	
SM1	All meal programs are in compliance with the Healthy Hunger-Free Kids Act
SM2	District offers breakfast every day to all students.
SM3	All schools ensure that children who are receiving free/reduced meals cannot be identified.
SM4	The district has a meal charge policy in place and does not shame or otherwise identify students with unpaid balances.
SM5	Families are notified immediately following a change in their eligibility status to free or reduced-price meals.
SM7	Breakfast and lunch periods are adequate for students to sit and enjoy their meals.
SM8	Free drinking water is available during meal service via water fountain.
SM9	All Food & Nutrition staff are required to meet minimum training requirements throughout the school year.
Section 3: Nutrition Standards for Competitive and Other Foods and Beverages	
NS1; NS3; NS4; NS5	Foods sold to students during the school day meet Smart Snack nutrition standards including those snacks sold as competitive foods, a la carte, in vending machines, and in school stores.
NS2	The Smart Snack nutrition standards are easily accessible by the Food & Nutrition staff.
NS13	Students have access to water throughout the day.
Section 4: Physical Education and Physical Activity	
PEPA1	The district has a written PE curriculum that is implemented consistently for every grade.
PEPA3	Physical education program promotes a physically active lifestyle.
PEPA7	All PE classes are taught by state certified/licensed teachers.
PEPA8	Ongoing professional development is offered to PE teachers.

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PEPA9; PEPA10	There are no PE substitutions or exemptions allowed.
PEPA13	Daily recess is available every day for all elementary students for at least 20 minutes.
PEPA15	Community members can use the school buildings when school is not in session.
Section 5: Wellness Promotion and Marketing	
WPM1	School staff are encouraged to model healthy eating and physical activity behaviors in front of students.
WPM4	Physical activity is never used as a punishment.
WPM6	The Food & Nutrition Services Department uses marketing strategies to promote healthy food and beverage choices at school.
WPM7	There is no food or beverage marketing on the school campus during the school day that does not meet the Smart Snacks criteria.
Section 6: Implementation, Evaluation & Communication	
IEC1	There is an active district level wellness committee that meets twice per year.
IEC2	The district wellness committee is made up of many different people with a range of roles in the schools and community.
IEC3	There are building-level officials that are responsible for the implementation and compliance with the wellness policy at each school.
IEC4	The wellness policy is made available to the public online.
IEC5	The wellness committee assess implementation of the wellness policy at least once every three years as part of the triennial assessment.
IEC6	All required pieces of the triennial assessment are available to the public online.
IEC7	The wellness policy has been revised based on the triennial assessment after meeting with the district wellness committee.

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Section 2 – Create Practice Implementation Plan



This document identifies areas where there is a strong or weak policy, but practice implementation is either absent or limited. The Connecticut State Department of Education (CSDE) recommends working with key stakeholders and developing a plan to fully implement the policy as written.

- ▶ Enter the items that received either (1) a written policy score of 1 **and** an interview practice score of 0 or (2) a written policy score of 2 **and** an interview practice score of 1 or 0. **Start with the Federal Requirements for each section.**

Item number	Item description
	Section 1. Nutrition Education
NE1	The district has goals for Nutrition Education written into the wellness policy, but the goals are not being clearly implemented.
NE6	Nutrition Education is not being integrated into other subjects beyond health education, and it is not clearly mentioned in the wellness policy.
	Section 2: Standards for USDA Child Nutrition Programs and School Meals
	Section 3: Nutrition Standards for Competitive and Other Foods and Beverages
NS9	The wellness policy has a written recommendation regarding food-based celebrations in elementary classrooms, but the wellness committee is not confident that these recommendations are being communicated or implemented.
NS12	The wellness policy has a written recommendation regarding the use of food as a reward in the classroom for good behavior, but the recommendation is not being implemented (i.e. food is being used as a reward).
	Section 4: Physical Education and Physical Activity
PEPA2	The district’s current PE curriculum is not aligned with national and/or state standards.
PEPA4	Elementary school students receive PE every week, but the instructional PE time falls short of NASPE recommendations.
PEPA5	Middle school students receive PE every week, but the instructional PE time falls short of NASPE recommendations.
PEPA6	High school students receive PE every week, but the instructional PE time falls short of NASPE recommendations.

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PEPA11	The district wellness policy mentions the importance of families engaging in physical activity, but there are no opportunities for families to engage in physical activity at school.
PEPA14	The district wellness policy encourages the use of physical activity breaks for students in the classroom, but the implementation of this practice is weak.
PEPA16	The district wellness policy encourages students to walk or bike to school, but the implementation of this practice is weak.
Section 5: Wellness Promotion and Marketing	
WPM2	There are inconsistent strategies in the schools to support employee wellness.
Section 6: Implementation, Evaluation & Communication	
IEC8	There is a district wellness committee, but there are not active school level wellness committees.

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Section 3 – Update Policies



This document identifies areas where the LEA is (a) fully implementing practices but there is no or only weak language in the written policy, or (b) partially implementing practices with no policy language. Best practice is to update the policy to match the implementation level.

▶ Enter the items that received a written policy score of 0 or 1 **and** an interview practice score of 2. **Start with the Federal Requirements for each section.**

Item number	Item description
	Section 1: Nutrition Education
NE3; NE4; NE5	There is no mention in the wellness policy about each grade level receiving sequential and comprehensive nutrition education, but each grade level is receiving nutrition education.
	Section 2: Standards for USDA Child Nutrition Programs and School Meals
SM6	There is no mention of specific strategies used to increase meal participation (ex: Smarter Lunchrooms, taste tests, Breakfast in the Classroom)
SM10	There is no mention of prioritizing local procurement, but the Food & Nutrition Director does procure locally.
	Section 3: Nutrition Standards for Competitive and Other Foods and Beverages
NS6	There is a weak mention of food and beverage fundraisers that sell items to be consumed during the school day, but this is not happening in schools.
	Section 4: Physical Education and Physical Activity
PEPA12	Update the policy to include a stronger statement regarding student engagement in physical activity before and after school.
	Section 5: Wellness Promotion and Marketing
WPM5	Teachers never withhold physical activity as a classroom management tool, but this is not reflected in the wellness policy.
WPM8;9;10	There is no food or beverage marketing on school property, educational materials, or where food is purchased that do not meet smart snacks. This should be written into the policy.

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	Section 6: Implementation, Evaluation & Communication

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Section 4 – Opportunities for Growth

This identifies areas where the district has either not addressed the topic in policy or practice; or has only addressed the topic in a very limited way.



- ▶ Enter the items that received either (1) a written policy score of 0 **and** an interview practice score of 0 or 1 or (2) a written policy score of 1 **and** an interview practice score of 1. **Start with the Federal Requirements for each section.**

Item number	Item description
	Section 1: Nutrition Education
NE3	There is no nutrition education taught at the elementary level.
NE7	There is no nutrition education linked to school food service.
NE8	The nutrition education program does not address agriculture and the food system.
	Section 2: Standards for USDA Child Nutrition Programs and School Meals
	Section 3: Nutrition Standards for Competitive and Other Foods and Beverages
NS10	There is no communication with before or after school programs regarding what can/should be served to students during the programs.
	Section 4: Physical Education and Physical Activity
	Section 5: Wellness Promotion and Marketing
WPM3	Teachers are not encouraged to use physical activity as a reward, in policy or practice.
WPM12	There is food and beverage marketing through fundraisers (ex: cookie sales, popcorn, etc).
	Section 6: Implementation, Evaluation & Communication

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For information on the USDA's LSWP requirements, visit the Connecticut State Department of Education's (CSDE) [School Wellness Policies](#) website and the Rudd Center's [WELLSAT](#) website, or contact the [school nutrition programs staff](#) at the Connecticut State Department of Education, School Health, Nutrition and Family Services, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

This document is available at https://portal.ct.gov/-/media/SDE/Nutrition/SWP/Worksheet_3_Identifying_Connections_Policy_Practice.docx.



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