

Administrative Procedures Manual	Administrative Procedure 164
	Nutrition
	APPROVED: September 1, 2013
Page 1 of 3	AMENDED/REVIEWED: September 2019, November 2018
LEGAL REFERENCE:	Section 52, 53, 55, 196, 197, 222 Education Act Public Health Act Food Handling Regulations, 2006 Alberta Health and Wellness Food Retail and Food Services Code Canada's Food Guide 2019 Alberta Nutrition Guideline for Children and Youth, 2012 Alberta Healthy Foods Policy, 2014

Background

Healthy eating is an integral part of growth and development. An increasing amount of research draws connections between student health and potential for learning. Additionally, children learn from role models. Therefore, the Division endeavours to create supportive school environments for good nutrition and lifelong well-being by encouraging healthy eating for all students and staff.

The development of healthy eating habits is achieved through education in a health-promoting environment. Division schools shall implement a nutrition plan that encourages all students and staff to develop good eating habits by promoting the consumption of nutritious and dentally acceptable foods and controlling the sale and use of non-nutritious foods.

Procedures

1. Each Principal shall:
 - 1.1 Develop school guidelines and procedures pertaining to snack and meal programs offered at the school in line with the Alberta Nutrition Guideline for Children and Youth (2012) and federal healthy eating documents from Health Canada.
 - 1.2 Develop school guidelines and procedures pertaining to food allergies and with reference to [Administrative Procedure 316 – Administration of Medication](#).
 - 1.3 Monitor the implementation and maintenance of this nutrition Administrative Procedure on an annual basis for food safety, allergy awareness, general nutrition information, an ingredient list and where possible, a nutrition facts table, should be readily available. This information should be on display for foods available at school.
2. [Healthy Eating Guidelines \(AP 164 Appendix A\)](#)
 - 2.1 The Appendix is to serve as a guideline only, as the lists are not comprehensive or exhaustive. Food and beverage choices not on the list are to be considered in the spirit of these guidelines. Resources such as Health Canada label reading guidelines and Alberta Health services resources available at <https://www.ablertahealthservices.ca/nutrition/Page2925.aspx> can be used for guidance and to assist with implementation.

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3. Vending Machines

- 3.1 All beverage vending machines in all Division schools will have water and products in the form of vegetable juices and/or milk.
- 3.2 All food product vending machines in all Division schools will have fifty percent (50%) product chosen from the "Serve Most Often" list and fifty percent (50%) product chosen from the "Serve Sometimes" list.

4. Schools that choose to operate a canteen will always offer items that align with the Alberta Nutrition Guidelines for Children & Youth (ANGCY).
5. Schools that choose to operate a cafeteria shall incorporate the principles outlined in the Alberta Nutrition Guideline for Children and Youth (2008).
6. All schools in the Division will be limited to only one (1) major food-related fundraising activity which may include items from the "Serve Least Often" list. All other food-related fundraising activities will only include items from the "Serve Most Often" and "Serve Sometimes" lists.

All Division teachers are encouraged to limit the use of unhealthy food as rewards and incentives or to limit food as a classroom consequence. Choosing non-food items as rewards or incentives is preferred.

7. All Division school special events (sports events, class parties, field trips, etc.) will incorporate the principles outlined in the Alberta Nutrition Guideline for Children and Youth (2008). The school's healthy eating policy will be shared with parents and volunteers.
8. Student lunch breaks are scheduled to provide an adequate amount of time (at least 20 minutes) for students to eat their lunch.
9. The beverages consumed by students during instructional time will be water or other healthy choices as allowed by individual school procedures.
10. Division staff are encouraged to model healthy food and beverage choices during instructional time.

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11. This Administrative Procedure should not be used to assess food brought from home as part of individual lunches and snacks.