## Food \& Fitness

## School Health Policies and Practices Questionnaire

## Part 1

## 2008

A Study Supported by the Robert Wood Johnson Foundation

## Instructions

Thank you for participating in this important study of school policies and programs.
If your school includes grades higher than 5th grade, please answer the questions with regard to only the elementary school grades (K-5th) at your school. You may wish to consult with others in your school to assist you in answering some of the questions.

Your answers are confidential. We will never release your name or your school's name to the public.

## Part 1 (this booklet)

- Asks about characteristics of your school and school district, including school policies relevant to student health.
- A school administrator is best suited to answer Part 1.


## Part 2 (separate yellow section)

- Asks about the foods and beverages available to students at your school.
- The Food Service Manager, if you have one, may be best suited to answer Part 2.

Please answer all questions based on the 2007-2008 school year.

## Part 1: Section A

## General Characteristics and Resources

1. About how many students are enrolled in your school for the 2007-08 year?
$\qquad$ total \# of enrolled students
2. What is the average 3rd grade class size (\# students per classroom) at your school?
$\qquad$ \# of students per 3rd grade classroom
3. About what percent of students at your school belong to each of the following racial/ethnic groups?
a. White/not Hispanic

| $\%$ |
| ---: |
| $\%$ |
| $\%$ |
| $\%$ |
| $\%$ |
| $\%$ |

4. Please indicate what time classes begin and end each day at your school:
Start time: $\frac{}{H R}: \frac{1}{\text { MINS }}$ AM time: $\frac{}{H R}: \frac{1}{\text { MINS }}$ PM
5. Does your school qualify for Title 1 funding?YesNo
6. About what percent of students in your school are eligible/certified to receive a free or reduced cost lunch as part of the USDA reimbursable National School Lunch Program (regardless of whether they actually eat it)? $\qquad$ \% of students
b. African American/Black
c. Hispanic or Latino
d. Native American
e. Asian/Pacific Islander
f. Other

End time: $\qquad$ of students Don't
know
What percent are eligible for a reduced lunch? $\qquad$ \% students What percent are eligible for a free lunch? $\qquad$ \% students

7. Please indicate whether the following staff work at your school (including staff shared among multiple schools in your district).
a. Physical education coordinator
b. Physical education teacher
c. Food service coordinator
d. Dietitian/nutritionist
e. Health educator (dedicated specifically to health issues)

## Part 1: Section B School Meal Programs

## This section is about USDA reimbursable breakfast at your school.

1. Does your school participate in the USDA reimbursable School Breakfast Program?YesNo $\rightarrow$ Please go to \#4
2. On a typical day, about how many students at your school eat the USDA reimbursable School Breakfast offered by your school..

| ..at Full-price | \# | Don't <br> know |
| :--- | :--- | :--- |
| ...at Reduced-price | $\square$ | $\square$ |
| ...for Free | $\square$ | $\square$ |

3. What is the...
... full price charged for breakfast? $\qquad$
... reduced price charged for breakfast?
\$

## Please go to \#5

4. If your school does not participate in the USDA reimbursable School Breakfast Program, please indicate why not.

| PLEASE CHECK ALL THAT APPLY |  |
| :--- | :--- |
| $\square$ | Too few eligible students |
| $\square$ | Lack of interest among students/families |
| $\square$ | Program too costly |
| $\square$ | School starts too late to serve breakfast |
| $\square$ | School lacks facilities to serve breakfast |
| $\square$ | School lacks staff to serve breakfast |
| $\square$ | Other - please explain: |

This section is about USDA reimbursable lunch at your school.
5. Does your school participate in the USDA reimbursable National School Lunch Program?YesNo $\rightarrow$ Please go to \#8
6. On a typical day, about how many students at your school eat the USDAreimbursable lunch at your school...

| ..at Full-price |  | $\#$ | $\square$ |
| :--- | :--- | :--- | :--- |
| ..at Reduced-price | $\square$ | $\square$ |  |
| ...for Free | $\#$ | $\square$ |  |

7. What is the...
... full price charged for lunch?
... reduced price charged for lunch?
$\$$ $\qquad$
$\$$ $\qquad$
8. If your school does not participate in the USDA reimbursable National School Lunch Program, please indicate why not.

## PLEASE CHECK ALL THAT APPLY

Too few eligible studentsLack of interest among students/families
Program too costly
School lacks facilities to serve lunch
School lacks staff to serve lunch
Other - please explain: $\qquad$
This section is about competitive and other foods sold at school (i.e., non-USDA reimbursable meals).
9. Does your school offer students any breakfast options other than a USDA reimbursable breakfast (i.e., a la carte items, vending, snack bars or stores)?
$\square \quad$ No $\rightarrow$ Please go to \#11Yes $\rightarrow$ Please describe: $\qquad$
10. On a typical day, about how many students at your school eat this breakfast?
$\qquad$ \# of students
11. Does your school offer students any lunch options other than a USDA reimbursable lunch (i.e., a la carte items, vending, snack bars or stores)?No $\rightarrow$ Please go to \#13
Yes $\rightarrow$ Please describe: $\qquad$
12. On a typical day, about how many students at your school eat this lunch?
$\qquad$ \# of students
13. Are any of these foods sold/offered at your school?

## PLEASE CHECK ALL THAT APPLY

$\square$ Fast food restaurants (e.g., McDonalds, Taco Bell, KFC)
Sandwich or sub shop (e.g., Subway, Quiznos)
Pizza (e.g., Pizza Hut, Papa John's, Domino's, Round Table)
Local food establishment (e.g., not a fast food company)
14. If yes to any of the above, how many days per week are any of the above types of commercial foods sold/offered?
$\qquad$ days per week
15. How long does each lunch period last (if variable duration, please indicate how long the shortest lunch period lasts)?
$\qquad$ minutes
16. At what time of day does lunch service begin and end (if multiple lunch periods, please indicate the start time of the earliest period during the day, and the end time of the last period):

Start Time: $\qquad$ AM/PM End Time: $\qquad$ AM/PM
17. Please indicate the timing of lunch in relation to mid-day recess, for 3rd grade students:

## PLEASE SELECT ONE ANSWER

3rd grade students have lunch and then go directly out to recess3rd grade students have recess and then come in for lunch
$\square \quad$ 3rd grade students do not have recess directly prior to or after lunch Varies by class
18. Where do students usually eat lunch?

## PLEASE SELECT ONE ANSWER

Dedicated cafeteria (not regularly used for other activities)Multi-purpose roomGymnasiumClassroomOutdoorsOther-Please specify: $\qquad$
## This section is about food related practices at your school.

19. During this school year, has your school district or school provided (in written materials or online) information to elementary students/parents on the nutrition content of foods available at school?NoYes
20. To what extent has your school or school district set food or beverage prices (in vending machines, stores, a la carte) with the intent of encouraging students to eat healthier foods (e.g., fruits, vegetables, low-fat foods) and/or beverages (e.g., bottled water, low-fat milk) instead of less-healthy foods and beverages?

## PLEASE SELECT ONE ANSWER

21. Please indicate whether any of the following practices occur at your school.

## PLEASE CHECK ONE BOX FOR EACH ROW

|  |  | N0 | Yes, it is up to the teacher | Yes, but it is discouraged |
| :---: | :---: | :---: | :---: | :---: |
| a. | Food (e.g., candy) is used as a reward for good academic performance | $\square$ | $\square$ | $\square$ |
| b. | Food (e.g., candy) is used as a reward for good behavior | $\square$ | $\square$ | $\square$ |
|  | Food coupons are used as an incentive for students (e.g., "Book-It" pizza party for reading) | $\square$ | $\square$ | $\square$ |
| - | Classroom lessons involve candy (i.e., mathematics using M\&M candies) | $\square$ | $\square$ | $\square$ |
|  | Students are allowed to keep water bottles at their desks | $\square$ | $\square$ | $\square$ |
|  | Foods are regularly allowed in class (other than at snack time, parties or events) | $\square$ | $\square$ | $\square$ |
| g . | Beverages other than water are regularly allowed in class (other than at snack time, parties or special events) | $\square$ | $\square$ |  |

22. Please indicate whether any posters or other advertisements for the following products are currently posted in the cafeteria or in other locations at your school: PLEASE CHECK ALL THAT APPLY

|  |  | In the cafeteria <br> (or where <br> students eat) | Anywhere else <br> (inside/outside <br> the school or on <br> school buses) |
| :--- | :--- | :---: | :---: |
| a. | Soft drinks | $\square$ | $\square$ |
| b. | Fast food | $\square$ | $\square$ |
| c. | Candy | $\square$ | $\square$ |
| d. | Milk | $\square$ | $\square$ |
| e. | Fruit and/or vegetables | $\square$ | $\square$ |
| f. | Sports and/or physical activities <br> (e.g., VERB, Jump Rope for Heart) | $\square$ | $\square$ |

23. Are there school-wide policies regarding the nutritional quality of items sold for:
a. PTA fundraisers?NoYes - please describe: $\qquad$
b. Other school fundraisers?NoYes - please describe: $\qquad$

## These questions ask about policies regarding the nutritional quality of snacks and

 foods served in the classroom, whether school-supplied or brought from home.24. Please indicate whether any of the following grades have a regularly-scheduled snack time during the school day.

## PLEASE CHECK ALL THAT APPLY <br> 

25. Are there any policies limiting sugar-sweetened items (e.g., candy, cupcakes, cookies) from being served or brought in at snacktime?Yes, school-wide policyYes, in some classes
No
26. Are there any policies limiting sugar-sweetened items (e.g., candy, cupcakes, cookies) from being served or brought in at school parties (e.g., birthdays, holidays)?Yes, school-wide policyYes, in some classes No

## These questions ask about school gardens and "farm-to-cafeteria" programs.

27. Does your school currently have a garden (fruit and/or vegetable) that students participate in?NoYes
28. If yes, please indicate all garden-related activities that your students have the opportunity to participate in:Garden club (e.g., planting, tending, or harvesting from the garden) Kitchen classroom (e.g., cooking or eating food grown in the garden) Curriculum (use of the garden to teach different subjects) Other: $\qquad$
29. Does your school currently participate in any "Farm to Cafeteria" programs that incorporate or offer locally produced food into meals offered at school?NoYes

## Part 1: Section C <br> Student Physical Education and Physical Activity

## This section is about physical education classes at your school.

1. Are elementary school students at your school required to take physical education?NoYes $\rightarrow$ Please indicate which grades. PLEASE CHECK ALL THAT APPLY

| $\square$ | $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| :--- | :--- | :--- | :--- | :--- | :--- |
| $K$ | 1st | 2nd | 3rd | 4th | 5th |

2. Please provide the following information about scheduled physical education class (excluding recess) during a typical week for 3rd grade students:
a. How many days per week is PE scheduled? $\qquad$ days
b. How many minutes is each PE class? (If none, enter " 0 ") $\qquad$ minutes
c. Approximately how many minutes of PE class time are students active (i.e., time not dressing or waiting) $\qquad$ minutes
3. What is the average student-teacher ratio for 3rd grade PE classes?
$\qquad$ \# of students per teacher
4. Please indicate which, if any, of the following issues have been barriers to implementing or maintaining regular physical education classes in your school:

PLEASE CHECK ALL THAT APPLYLack of necessary staff
Inadequate indoor facilities/equipment
Inadequate outdoor facilities
Competing demands for teaching other subject areas
Physical education is not a high priority for district administrators
No state or district policies requiring PE
Financial constraints
Other: $\qquad$ No barriers

## This section is about recess at your school.

5. Please provide the following information about scheduled recess during a typical week for 3rd grade students:
a. How many days per week does the typical 3rd grade student have recess? $\qquad$ days per week
b. How many times per day does the typical 3rd grade student have recess? times per day

OR if varies, please specify:
c. What is the total number of minutes per day of recess for the typical 3rd grade student?
total minutes per day
OR if varies, please specify: $\qquad$
6. If your school does not have regularly-scheduled recess, please indicate which of the following are reasons why not:

PLEASE CHECK ALL THAT APPLYInadequate resources (staffing, facilities, etc.)
Competing time demands for academics
Other: $\qquad$
7. Please indicate whether any of the the following activities/games are banned at your school during recess:

PLEASE CHECK ALL THAT ARE BANNEDTackle football
Tag
Dodgeball
Other: $\qquad$

## This section is about additional physical activity and fitness practices at your school.

8. Does your school do any of the following to encourage physical activity among students in elementary grades?Intramural Team Sports (e.g., soccer, baseball, basketball)
Extramural Team Sports (e.g., soccer, baseball, basketball)
School-sponsored after-school physical activities
Sports \& Rec/Park District-sponsored after school programs at school Nontraditional physical education activities (e.g., yoga, kick-boxing) to make physical education enjoyableParticipate in the President's Challenge Physical Activity \& Fitness Awards Provide opportunities during the school day for organized physical activities such as walking or running laps at recess (excluding physical education class)Participate in national "Walk to School" or "Bike to School" events/programs Organize a "walking school bus" where children walk to school together Participate in the Safe Routes to School initiative or a similar program
9. Please indicate whether each of the following statements are true for your school. PLEASE SELECT ONE ANSWER ON EACH ROW

| Yes, it is | Yes, but |
| :---: | :---: |
| up to the |  |
| it is |  |
| teacher | discourr |

a. Students are allowed to voluntarily stay inside during recess (e.g. go to the library instead)
b. Students are kept inside during recess as punishment for poor behavior
c. Students are kept inside during recess to complete schoolwork
d. Physical activity (running laps, push-ups) is used as punishment for poor behavior
10. In general, how adequate do you think each of the following facilities are at your school for meeting the needs of students?

PLEASE SELECT ONE ANSWER ON EACH ROW

11. Are height, weight, body mass index (a measure of overweight) and fitness measured for elementary students at your school? If measured, is this information sent to parents?


This section is about students walking and biking to school.
12. Are students allowed to bike to school?
NoYes, in certain grades
Yes, all students
13. About what percentage of students in your school would you estimate walk or bike from home to school on an average school day?
$\qquad$ $\%$ of students
14. Please indicate to what extent each of the following barriers may prevent 3rd grade students from walking/biking to school:

PLEASE CHECK ONE BOX ON EACH ROW

|  |  | Toa <br> Not <br> at all <br> exte | To <br> some <br> extent | To a <br> great <br> extent | Toa <br> very <br> gexeat <br> extent |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| a. | School is too far away | $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| b. | Traffic danger | $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| c. | Bad weather | $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| d. | Crime | $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| e. | Lack of sidewalks | $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| f. | No bike racks | $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| g. | No crossing guards | $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| h. | Other, please specify: | $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |

## Part 1: Section D <br> Wellness Policies

## This section asks about the School Wellness Policy provision of the National School Lunch Act that was passed in 2004.

1. Has your school district or school established a school wellness policy that addresses student nutrition and/or physical activity issues?

PLEASE CHECK ANY THAT APPLYYes, the school district has established a policy
Yes, the school has established its own policy
(independently or in conjunction with the district)No
Don't know
2. Has your school district or school developed explicit goals/plans/guidelines designed to promote student wellness through the following activties:
PLEASE CHECK ONL Y ONE BOX ON EACH ROW

|  | Yes, we have developed | We are currently developing | No, <br> not <br> yet | Don' know |
| :---: | :---: | :---: | :---: | :---: |
| a. Goals for nutrition education | $\square$ | $\square$ | $\square$ | $\square$ |
| b. Goals for physical activity | $\square$ | $\square$ | $\square$ | $\square$ |
| c. Guidelines for reimbursable school meals | $\square$ | $\square$ | $\square$ | $\square$ |
| d. Nutrition guidelines for nonreimbursable foods and beverages | $\square$ | $\square$ | $\square$ | $\square$ |
| e. Plans for evaluation and implementation | $\square$ | $\square$ | $\square$ | $\square$ |
| f. Other school-based activities designed | $\square$ | $\square$ | $\square$ | $\square$ |

3. Has your school district or school designated one or more persons to have operational responsibility for ensuring that the wellness policy is implemented?

## PLEASE CHECK ANY THAT APPLY

Yes, the school district has designated a personYes, the school has designated a person
No
Don't know
4. Has your school district or school involved any of the following participants in the development of the school wellness policy?Parents
Students
School nurse
School food personnel
School board members
School administrators
Other members of the public
Other school personnel--please specify:
The next questions are about other school activities that promote student health.
5. Does your school district or school have an ongoing health advisory council or an advisory group that makes recommendations regarding nutrition and/or exercise for students?

PLEASE CHECK ONL Y ONE BOX
$\square \quad$ Yes, at the school level only
Don't know

Yes, at the district level only
Yes, at both the school and district levels
No
6. At present, is formal classroom instruction offered to elementary students in your school on...

|  | $\underline{\text { No }}$ | $\frac{\text { Yes }}{\square}$ | Don't <br> know |
| :--- | :--- | :--- | :--- |
| Nutrition education | $\square$ | $\square$ | $\square$ |
| Physical activity, exercise, and health related fitness | $\square$ | $\square$ | $\square$ |

7. Please indicate to what extent you agree with the following statements.

PLEASE SELECT ONE ANSWER ON EACH ROW

|  | Strongly <br> Disagree | $\underline{\text { Disagree }}$ | Agree | Strongly <br> Agree |  |
| :--- | :--- | :---: | :---: | :---: | :---: |
| a.I am concerned about students at this <br> school being overweight | $\square$ | $\square$ | $\square$ | $\square$ |  |
| b.Parents of students at this school have <br> expressed an interest in participating in <br> improving nutrition practices at school | $\square$ | $\square$ | $\square$ | $\square$ |  |
| c.Parents of students at this school have <br> expressed an interest in participating in <br> improving physical activity practices <br> at school | $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |

## Part 1: Section E <br> National Food and Beverage Agreements

In May of 2006 the Alliance for a Healthier Generation (a partnership of the American Heart Association and the William J. Clinton Foundation) reached an agreement with the American Beverage Association, Coca-Cola, PepsiCo, and Cadbury Schweppes, to limit portion sizes and caloric content of beverages offered to students during the regular and extended school day. A set of "School Beverage Guidelines" was adopted under the agreement.

1. Have you heard of the Alliance for a Healthier Generation's "School Beverage Guidelines"?
Yes, quite a bitYes, some
No
2. Has your school or school district decided to adopt the "School Beverage Guidelines" recommended under the agreement?
Yes
NDon't know
3. Has your school implemented these "School Beverage Guidelines"?No $\rightarrow$ Please go to \#5No, but we are planning to implement them $\rightarrow$ Please go to \#5
Yes, we are in the process of implementing them
Yes, we have implemented them
4. Please indicate in which of the following venues you are currently implementing these Guidelines and the extent of your implementation.
CHECK ONE BOX ON EACH LINE
a. Vending machine beverages
b. Beverages in the school/student store
c. Snack bars/carts beverages
d. À la carte beverages

| Not <br> $\frac{\text { at all }}{}$ <br> $\square$ | In <br> Part <br> $\square$ | $\frac{\text { Fully }}{\square}$ | Don't <br> Know | $\frac{\text { N/A }}{\square}$ |
| :--- | :--- | :--- | :--- | :--- |
| $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| $\square$ | $\square$ | $\square$ |  |  |

5. Is your school district or school implementing or planning to implement any other guidelines concerning the portion size, caloric content, or other features of beverages in your school?No
$\square$ Yes $\rightarrow$ Please specify: $\qquad$
6. In the past year, have you reduced the standard serving size for beverages offered to students in your school (e.g. from 20 ounce containers to 8 or 12 ounce containers)?NoYes $\rightarrow$ Please provide a brief description:

In October 2006, the Alliance for a Healthier Generation also reached an agreement with the Campbell Soup Company, Dannon, Kraft Foods, Mars, and PepsiCo relating to the nutritional content of competitive foods sold in schools to students (competitive foods include all foods, including snack foods, sold in schools other than through the federally subsidized school food programs). A set of "Nutritional Guidelines for Competitive Foods" was adopted under the agreement. The next few questions ask about these and other nutrition guidelines.
7. Have you heard of the Alliance for a Healthier Generation's "Nutritional Guidelines for Competitive Foods"?Yes, quite a bit
Yes, someNo
8. Has your school or school district decided to adopt these "Nutritional Guidelines for Competitive Foods"?
YesNo
Don't know
9. Has your school implemented these "Nutritional Guidelines for Competitive Foods"?No $\rightarrow$ Please go to \#11
No, but we are planning to implement them $\rightarrow$ Please go to \#11
Yes, we are in the process of implementing them
Yes, we have implemented them
10. Please indicate in which of the following venues you are currently implementing these Guidelines and the extent of your implementation:

CHECK ONE BOX ON EACH LINE
a. Vending machine foods
b. Foods in the school/student store
c. Snack bars/carts foods
d. À la carte foods

| $\frac{\text { Not }}{\text { at all }}$ | In <br> Part <br> $\square$ | $\frac{\square}{\square}$ | $\frac{\text { Fully }}{\square}$ | Don't <br> Know |
| :---: | :---: | :---: | :---: | :---: |
| $\square$ | $\square$ | $\square$ | $\square$ |  |
| $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| $\square$ | $\square$ | $\square$ | $\square$ | $\square$ |
| $\square$ | $\square$ | $\square$ |  |  |

11. Is your school district or school implementing or planning to implement any other guidelines concerning the portion size, caloric content, or other features of foods in your school?NoYes $\rightarrow$ Please specify: $\qquad$

## Part 1: Section F Vending Machines

## These questions are about the sale of beverages (but not food items) in vending

 machines to elementary school students in your school.1. Does your school have vending machines that ever sell beverages to:

## Staff

Students above elementary grades
Students in elementary grades


If no, please go to \#10
2. At what times are these machines available to elementary students?

PLEASE CHECK ALL THAT APPLYBefore school
At mealtimes
Other times during school
After school
3. How much total revenue does your school receive annually from beverages sold in vending machines?
\$ $\qquad$

## These questions are about vending machine contracts with beverage distributors.

4. Does your school or school district have a contract with a soft drink bottler or beverage distributor, such as Coca-Cola, Pepsi-Cola, or Cadbury-Schweppes, giving the company exclusive rights to sell beverages at your school?YesNo $\rightarrow$ Please go to \#7
5. Is this an agreement between the soft drink bottler/beverage distributor and...

PLEASE SELECT ONE ANSWER...the school only?Don't know..the school district only?
$\square$...both the school and the school district?
6. Has this agreement been renegotiated in the past year?YesNoDon't know
7. Does your school or school district receive incentives, such as cash awards or donations of equipment, supplies, or other donations, once total beverage receipts exceed a specified amount?
Yes
NoDon't know
8. Who has a major "say" in deciding what beverages are offered in vending machines at your school?
PLEASE CHECK ALL THAT APPLYThe soft drink bottler or vending company
The school
The school district
The state
Other-please specify: $\qquad$
9. Who primarily sets the prices for the beverages that are offered in vending machines at your school?
PLEASE SELECT ONE ANSWERA soft drink bottler or vending company
The school
The school district
Other-please specify: $\qquad$
These questions are about food items (but not beverages) sold in vending machines to elementary school students in your school.
10. Does your school have vending machines that ever sell food to:

Staff
Students above elementary grades
Students in elementary grades

$\rightarrow$ If no, please go to Page 10
11. At what times are these machines available to elementary students?

PLEASE CHECK ALL THAT APPLYBefore school
At mealtimes
Other times during school
After school
12. How much total revenue does your school receive annually from food sold in vending machines?
\$

## Part 1: Section G

1. Are there any significant activities currently underway at this school, or school district, to promote wellness, healthier eating and drinking practices, and/or increased physical activity among students?NoYes $\rightarrow$ Please briefly describe
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$

## Contributing Respondents

In the space below, please write the role or title of the individual who contributed the majority of information used in completing Part 1 of the questionnaire, as well as any other individuals who assisted with completion of the questionnaire. Please do not write the names of these individuals here.

## Primary Respondent's Role/Title:

Additional Respondents' Roles/Titles:
$\qquad$
$\qquad$
$\qquad$

THANK YOU VERY MUCH!!

This section will be removed as soon as we receive the completed questionnaire and will be kept separately from the responses to the questionnaire in order to maintain confidentiality.

## Honorarium

You are free to endorse your honorarium check over to another person or institution, by writing "Pay to the order of..." on the back of the check and signing it.

Instead, if you wish to have a new check issued, please return the original with the completed questionnaire.
Please list here how the replacement check should be made payable:

Please give the address where the replacement check should be sent:

## Mailing Instructions

- Place both parts of the questionnaire in the enclosed, stamped USPS Priority Mail envelope.
- Peel the strip and seal the envelope.
- Place the envelope in your outgoing US mail.

If you have any questions or need another USPS return envelope, please contact us at (312) 355-2388 or by e-mail at foodandfitness@uic.edu

## Additional Comments

If you have any additional comments, please write them below:

Part 2: Food and Beverage Policies and Practices
These questions ask about food and beverages available to students in your school. All the information that you provide will be kept completely confidential, with no disclosure of your name or your school's name.

## The Food Service Manager may be best able to answer these questions.

1. Which of the following kitchen facilities are available at your school?

## PLEASE SELECT ONE ANSWER

Full-service kitchen (i.e., ovens, refrigerators, stove)Partial-kitchen (i.e., warming oven or microwave only) No kitchen2. At what level are decisions about menus and food service made?

PLEASE CHECK ALL THAT APPLYAt the school level
At the district levelExternal contractorOther - please describe: $\qquad$
3. Please indicate which menu planning system is used in your school.

PLEASE CHECK ALL THAT APPLYNutrient Standard Menu Planning (NuMenus)Assisted Nutrient Standard Menu Planning (Assisted NuMenus)Traditional food-based menu planningEnhanced food-based menu planningAny other menu planning (please describe): $\square$ Don't know
4. Does your school participate in the USDA-sponsored Team Nutrition program?Yes
$\square$ NoDon't know
5. Who provides the food service at this school?

[^0]6. Does your school have any policies (written procedures or guidelines shared with students and staff) that address the following specific nutrition qualities of food and drink items sold or served at school:

PLEASE SELECT ONE ANSWER ON EACH ROW

| Food | $\underline{\text { No }}$ | $\underline{\text { Yes }}$ |
| :--- | :---: | :---: |
| Fat content | $\square$ | $\square$ |
| Sugar content | $\square$ | $\square$ |
| Sodium content | $\square$ | $\square$ |
| Calories | $\square$ | $\square$ |
| Portion size | $\square$ | $\square$ |

Beverages

| Sugar content | $\square$ | $\square$ |
| :--- | :---: | :---: |
| Caffeine content | $\square$ | $\square$ |
| Portion size | $\square$ | $\square$ |
| Availability of free drinking water | $\square$ | $\square$ |

Milk
Fat content
Calorie content
Sugar content

The next questions ask about the availability of various food and beverage items in each of several venues. If your school does not have a particular venue, you will be instructed to skip to the next one. Please be careful to answer about the specific venue that is the focus of each question.

## VENDING MACHINES - Beverages

If your school does not have beverage vending machines available to elementary students, please check hereand go to the top of page 3 .
7. Please indicate whether the following beverages are available to elementary students from vending machines in your school. For each item that is available, please indicate when it is available by all checking the appropriate boxes to the right of the arrow.
(PLEASE CHECK ALL THAT APPLY).
$\left.\begin{array}{ll|l|llll} & & \begin{array}{c}\text { Vending machine } \\ \text { Item available? }\end{array} & \begin{array}{c}\text { Before classes } \\ \text { begin in the } \\ \text { morning }\end{array} & \begin{array}{c}\text { During school } \\ \text { hours when meals } \\ \text { are not being served }\end{array} & \begin{array}{c}\text { During school } \\ \text { lunch periods }\end{array} \\ \text { After } \\ \text { school }\end{array}\right]$

## VENDING MACHINES - Food

If your school does not have food vending machines available to elementary students, please check here $\square$ and go to the top of page 4 .
8. Please indicate whether the following food items are available to elementary students from vending machines in your school. For each item that is available, please indicate when it is available by checking all the appropriate boxes to the right of the arrow.

|  | (PLEASE CHECK ALL THAT APPLY.) |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | Item available? No Yes | Before classes begin in the morning | During school hours when meals are not being served | During school lunch periods | After school |
| a. Candy | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| b. Salty snacks that are not low in fat, such as regular potato chips | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| c. Low-fat salty snacks, such as pretzels, baked chips, or other low-fat chips | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| d. Cookies, crackers, cakes, or other baked goods that are not low in fat | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| e. Low-fat cookies, crackers, cakes, pastries, other low-fat baked goods | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| f. Ice cream or frozen yogurt that is not low in fat | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| g. Low-fat or fat-free ice cream, frozen yogurt, sherbet, or low-fat or non-fat yogurt | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| h. Sandwiches | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| i. Bread sticks, rolls, bagels, pita bread, or other bread products | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| j. Fresh fruit | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| 1. Other fruit (such as dried or canned fruit) | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| m. Vegetables (such as carrot sticks or celery sticks) | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| n. Pre-made, main course salads (such as chef's salad) | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |

## SCHOOL/STUDENT STORE and/or SNACK BARS/CARTS - Beverages

If your school does not have school/student stores or snack bars/carts selling beverages to elementary students, please check here $\qquad$ and go to page 5.
9. Please indicate whether the following beverages are available to elementary students from any school/student store or snack bars/carts in your school. For each item that is available, please indicate when it is available by checking all the appropriate boxes to the right of the arrow.
(PLEASE CHECK ALL THAT APPLY.)


## SCHOOL/STUDENT STORE and/or SNACK BARS/CARTS - Food


10. Please indicate whether the following food items are available to elementary students from any school/student stores or snack bars/carts in your school. For each item that is available, please indicate when it is available by checking the appropriate boxes to the right of the arrow.

|  | (PLEASE CHECK ALL THAT APPLY.) |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | Item available? <br> No Yes | Before classes begin in the morning | During school hours when meals are not being served | During school lunch periods | After school |
| a. Candy | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| b. Salty snacks that are not low in fat, such as regular potato chips | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| c. Low-fat salty snacks, such as pretzels, baked chips, or other low-fat chips | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| d. Cookies, crackers, cakes, or other baked goods that are not low in fat | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| e. Low-fat cookies, crackers, cakes, pastries, other low-fat baked goods | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| f. Ice cream or frozen yogurt that is not low in fat | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| g. Low-fat or fat-free ice cream, frozen yogurt, sherbet, or lowfat or non-fat yogurt | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| h. Sandwiches | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| i. Bread sticks, rolls, bagels, pita bread, or other bread products | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| j. Deep-fried fries (including fries that are just reheated) | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| k. Fresh fruit | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| 1. Other fruit (such as dried or canned fruit) | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| m. Vegetables (such as carrot sticks or celery sticks) | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |
| n. Pre-made, main course salads (such as chef's salad) | $\square \quad \square \rightarrow$ | $\square$ | $\square$ | $\square$ | $\square$ |

## SCHOOL LUNCH MEAL - Beverages

If your school does not offer a school lunch meal to elementary students, please check hereand go to the top of page 8 .
11. Please indicate how often the following beverages are available to elementary students with your school lunch meal (not à la carte) in your school.
(PLEASE CHECK ONE BOX ON EACH LINE.)
Some days
Most or
every day

## SCHOOL LUNCH MEAL - Food

If your school does not offer a school lunch meal to elementary students, please check hereand go to the top of page 8.
12. Please indicate how often the following food items are available to elementary students with your school lunch meal (not à la carte) in your school.
(PLEASE CHECK ONE BOX ON EACH LINE.)
$\left.\begin{array}{lllll} & \text { Never } & \text { Some days } \\ \text { Most or } \\ \text { every day }\end{array}\right]$

## À LA CARTE - Beverages

À la carte items are any foods or beverages that are not included as part of the school lunch or breakfast meal provided for the USDA "National School Lunch Program" or "School Breakfast Program" prices. Examples of à la carte items are milk only, single items from the lunch meal, or snack items.

If your school does not offer an à la carte lunch service to elementary students, please check here $\square$ and go to question 15 on page 9.
13. Please indicate how often the following beverages are available to elementary students in your school à la carte at lunch.
(PLEASE CHECK ONE BOX ON EACH LINE.)


## A LA CARTE - Food

If your school does not offer an à la carte lunch service to elementary students, please check hereand go to \#15.
14. Please indicate how often the following food items are available to elementary students in your school à la carte at lunch.

15. Please write in the title or role, not the name, of the person(s) who completed this segment of the questionnaire on food and nutrition:


[^0]:    PLEASE CHECK ALL THAT APPLYSchool system food serviceFood service management company (e.g., Sodexho, Preferred Meals)Other: please specify: $\qquad$

