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*](https://portal.ct.gov/-/media/SDE/Nutrition/SWP/School_Wellness_Policy_Triennial_Assessment_Guidance.pdf). For additional worksheets, visit the “[What’s Next](https://portal.ct.gov/SDE/Nutrition/School-Wellness-Policies/What-Next)” section of the CSDE’s School Wellness Policies webpage.

🙞 🙜 🙞 🙜 🙞 🙜 🙞 🙜 🙞 🙜 🙞 🙜

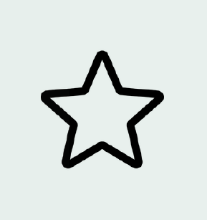
The USDA requires that LEAs must publicly share the results of their wellness policy triennial assessment (e.g., through the district’s website).Information shared with the public must include 1) how the language in the LEA’s wellness policy compares to the model wellness policy; and 2) areas where there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

**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 |
|  |  |
|  |  |
|  |  |
|  | Section 2: Standards for USDA Child Nutrition Programs and School Meals |
|  |  |
|  |  |
|  |  |
|  | Section 3: Nutrition Standards for Competitive and Other Foods and Beverages |
|  |  |
|  |  |
|  |  |
|  | Section 4: Physical Education and Physical Activity |
|  |  |
|  |  |
|  |  |
|  | Section 5: Wellness Promotion and Marketing |
|  |  |
|  |  |
|  |  |
|  | Section 6: Implementation, Evaluation & Communication |
|  |  |
|  |  |
|  |  |

**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 |
|  |  |
|  |  |
|  |  |
|  | Section 2: Standards for USDA Child Nutrition Programs and School Meals |
|  |  |
|  |  |
|  |  |
|  | Section 3: Nutrition Standards for Competitive and Other Foods and Beverages |
|  |  |
|  |  |
|  |  |
|  | Section 4: Physical Education and Physical Activity |
|  |  |
|  |  |
|  |  |
|  | Section 5: Wellness Promotion and Marketing |
|  |  |
|  |  |
|  |  |
|  | Section 6: Implementation, Evaluation & Communication |
|  |  |
|  |  |

**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 |
|  |  |
|  |  |
|  |  |
|  | Section 2: Standards for USDA Child Nutrition Programs and School Meals |
|  |  |
|  |  |
|  |  |
|  | Section 3: Nutrition Standards for Competitive and Other Foods and Beverages |
|  |  |
|  |  |
|  |  |
|  | Section 4: Physical Education and Physical Activity |
|  |  |
|  |  |
|  |  |
|  | Section 5: Wellness Promotion and Marketing |
|  |  |
|  |  |
|  |  |
|  | Section 6: Implementation, Evaluation & Communication |
|  |  |
|  |  |
|  |  |

**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 |
|  |  |
|  |  |
|  |  |
|  | Section 2: Standards for USDA Child Nutrition Programs and School Meals |
|  |  |
|  |  |
|  |  |
|  | Section 3: Nutrition Standards for Competitive and Other Foods and Beverages |
|  |  |
|  |  |
|  |  |
|  | Section 4: Physical Education and Physical Activity |
|  |  |
|  |  |
|  |  |
|  | Section 5: Wellness Promotion and Marketing |
|  |  |
|  |  |
|  |  |
|  | Section 6: Implementation, Evaluation & Communication |
|  |  |
|  |  |
|  |  |

****For information on the USDA’s LSWP requirements, visit the Connecticut State Department of Education’s (CSDE) [School Wellness Policies](https://portal.ct.gov/SDE/Nutrition/School-Wellness-Policies) website and the Rudd Center’s [WELLSAT](http://www.wellsat.org/) website, or contact the [school nutrition programs staff](https://portal.ct.gov/SDE/Nutrition/Contact-Information-for-School-Nutrition-Programs) 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](https://portal.ct.gov/-/media/SDE/Nutrition/SWP/Worksheet_3_Identifying_Connections_Policy_Practice.docx).

|  |  |
| --- | --- |
| In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.  Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA’s TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.  To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant’s name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:   1. **mail:** U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or 2. **fax:** (833) 256-1665 or (202) 690-7442; or 3. **email:** [program.intake@usda.gov](http://mailto:program.intake@usda.gov/)   This institution is an equal opportunity provider. | The Connecticut State Department of Education is committed to a policy of affirmative action/equal opportunity for all qualified persons. The Connecticut Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of age, ancestry, color, civil air patrol status, criminal record (in state employment and licensing), gender identity or expression, genetic information, intellectual disability, learning disability, marital status, mental disability (past or present), national origin, physical disability (including blindness), race, religious creed, retaliation for previously opposed discrimination or coercion, sex (pregnancy or sexual harassment), sexual orientation, veteran status or workplace hazards to reproductive systems, unless there is a bona fide occupational qualification excluding persons in any of the aforementioned protected classes.  Inquiries regarding the Connecticut State Department of Education’s nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/Americans with Disabilities Coordinator (ADA), Connecticut State Department of Education, 450 Columbus Boulevard, Suite 505, Hartford, CT 06103, 860-807-2071, [levy.gillespie@ct.gov](mailto:levy.gillespie@ct.gov). |