

## FEDERAL & STATE REGULATIONS

# FRAMEWORKS: SAFE & HEALTHY ENVIRONMENT



21<sup>st</sup> CCLC sites must provide for a safe and healthy learning environment by ensuring that the following components are incorporated in their applications and program implementation:

- Healthy food. Provide 21st CCLC students with after school snack and summer meals that meet federal USDA standard for nutrition. Most of Arizona 21st CCLC programs also offer free breakfast as part of their program and evening meals are increasingly being offered as well (see 4. e. *Snacks and Meals* evaluation section below).
- Safe transportation from school or an alternative program site if that is part of the program.
- Students are served in a safe and easily accessible environment.
- Students are served in a safe and easily accessible environment. Sites should address and know the school policy of supervision of students and emergency procedures during out of school time. A Safety Plan must be completed and made available prior to the start of the program. It should include policies and procedures to inform

### SEC.4203. State Application

“(10) contains an assurance that the State educational agency will require eligible entities to describe in their applications under section 4204(b) how the transportation needs of

participating students will be addressed;

“(11) describes how the State will—**ESSA requires for applicants:**

“(2) CONTENTS.—Each application submitted under paragraph (1) shall include—“(A) a description of the activities to be funded, including—

“(i) an assurance that the program will take place in a safe and easily accessible facility;

“(ii) a description of how students participating in the program carried out by the community learning center will travel safely to and from the center and home,

### Authorized under Title IV, Part B, of the Elementary and Secondary Education Act (ESEA),

Use of Funds (*ESEA section 4203(a)(2)*): Describe how the SEA will use funds received under the 21st Century Community Learning Centers program, including funds reserved for State-level activities. that healthy snack and transportation is provided; that the learning environment is safe; staffing; fiscal records are kept in order; at least one active partnership is involved in the program.

Transportation. Safe transportation from school or an alternative program site if that is part of the program.

Students with disabilities are served with appropriate accommodations in an easily accessible environment.

All of the State's awarded programs must provide for a safe and healthy learning environment by ensuring that the following components are incorporated in their applications and program implementation:

- Healthy food. Provide child nutrition programs including after school snack and summer meals. Most of Arizona 21st CCLC programs also offer free breakfast as part of their program and evening meals are increasingly being offered as well. These snacks and meals are funded by USDA snack and meals reimbursements through the Arizona Department of Education's Office of Health and Nutrition.
- Transportation. Safe transportation from school or an alternative program site if that is part of the program.
- Students with disabilities are served with appropriate accommodations in an easily accessible environment.

## Tools and Resources in Arizona

(List includes BEST PRACTICES in Arizona's 21<sup>st</sup> CCLC Sites)

Healthy Food	Safe Transportation & Easily Accessible Environment	Safety Requirements, Tools & Resources.
<p>Resources for sites to provide snacks and meals during the out-of-school programs.</p> <ul style="list-style-type: none"> <li>• Afterschool Care Snack Program (ASCSP)</li> <li>• At-Risk Afterschool Program</li> <li>• USDA's Child and Adult Care Food Program (CACFP)</li> <li>• Arizona Farm to School &amp; School Garden</li> <li>• Community Food Bank               <ul style="list-style-type: none"> <li>- Southern Arizona</li> <li>- St. Mary's Food Bank</li> <li>- United Food Bank</li> <li>- 1801 Health and Physical Standards HEPA</li> </ul> </li> </ul>	<p>Transportation provided outside of the school day is expected to meet the same standards as any other time of day that students are taken home in the following areas:</p> <ul style="list-style-type: none"> <li>• Transportation must meet the needs of special education students (as easily accessible as transportation provided to other students at the end of the school day).</li> <li>• Students must be accounted for and plans must be in place for younger students who must be met by a parent/guardian at the drop off.</li> <li>• Policies must be established for late student pickups from the program.</li> <li>• Students who are walking distance from the school may walk or be picked up by authorized people.</li> <li>• Registration forms indicate method(s) parents/guardians approve for their children to get home, and who is authorized to pick them up at the end of the program or in the event of an emergency early pick up.</li> <li>• <b>Field trips:</b></li> <li>• Field trips are allowable, but they must clearly support the learning objectives of 21<sup>st</sup> CCLC classes and the educational alignment must be clearly stated in the budget detail narrative in GME.</li> <li>• Field trips are not to be used as incentives nor can 21<sup>st</sup> CCLC programs pay for non-21<sup>st</sup> CCLC students to participate in field trips.</li> <li>• Established field trip policies of the LEA must be followed.</li> </ul>	<p><u>Examples of evidence may include the following:</u></p> <p>21<sup>st</sup> CCLC program basic emergency plan, safety logs/plans, original awarded 21<sup>st</sup> CCLC application, attendance records, and emails</p> <ul style="list-style-type: none"> <li>• Procedures are in place to include:           <ul style="list-style-type: none"> <li>• Fire Drills</li> <li>• Evacuation Drills</li> <li>• Lockdown Drills</li> <li>• Sign-in and Sign-out Sheets</li> </ul> </li> <li>• Services are provided in a secure and safe location           <ul style="list-style-type: none"> <li>• Secured campus to ensure safety – such as monitored or secured entrance and exit</li> <li>• Established Accessibility</li> </ul> </li> <li>• Established procedures for tracking students during the program           <ul style="list-style-type: none"> <li>• Attendance Sheets</li> <li>• Sign-in &amp; Sign-out Sheets</li> <li>• Method for parents/guardians to contact front office or program coordinator in case of early pick up or emergency</li> <li>• Communication Log</li> </ul> </li> <li>• Transportation and Transitions           <ul style="list-style-type: none"> <li>• Procedures have been established for safe transportation of students between school, 21<sup>st</sup> CCLC site and home</li> <li>• Procedures have been established for transition of students from the regular school day the program to the 21<sup>st</sup> CCLC program</li> </ul> </li> <li>• 21<sup>st</sup> CCLC Program Basic Emergency Plan</li> <li>• Afterschool Transportation Template</li> <li>• Readiness and Emergency Management for School- REMS</li> <li>• Final Report of the Federal Commission on School Safety.</li> </ul>

**For more resources visit 21<sup>st</sup> CCLC Safe and Healthy Environments- [www.azed.gov/21stcclc/federal-and-state-regulations](http://www.azed.gov/21stcclc/federal-and-state-regulations)**

The 21st Century Community Learning Centers afterschool program is funded by a federal grant from the U.S. Department of Education and administered by the Arizona Department of Education. For more information visit: <http://www.azed.gov/21stcclc/>