



**New Hampshire Division for Children, Youth and Families Policy Manual**

**2110 WELL-BEING AT SYSC**

Chapter: Secure Residential Services

Section: Resident Rights and Privileges

Approved:

Joseph E. Ribsam, Jr., DCYF Director

Policy Directive: **20-31**

Effective Date: **October 2020**

**References Of Note**

Federal Authority: [42 US Code 1758b](#)

Statutes: [RSA 621](#), and [RSA 621-A](#)

Administrative Rules:

Case Law:

This policy establishes the John H. Sununu Youth Services Center (SYSC)'s wellness practices for the youth at the facility.

**Required Practices**

*Any deviations to the following information must be documented with Supervisory Approval.*

- I. SYSC shall ensure the health and well-being needs of youth at the facility are met through a variety of approaches. These shall include, but are not limited to, providing:
  - A. Ready access to medical care;
  - B. Mental health services;
  - C. Individualized treatment plans;
  - D. Healthy and nutritious meals that comply with federal recommendations;
  - E. Educational services that are coordinated with a youth's sending school;
  - F. Opportunities to maintain important family connections through telephone contact and regular visitation;
  - G. Access to spiritual guidance through non-denominational services; and
  - H. Daily access to physical activity.
- II. SYSC Staff shall create a healthy environment within the facility that encourages and enhances youth's development of lifelong well-being by providing education around good health practices, healthy eating habits, and the importance of physical activity.
- III. SYSC shall maintain a Wellness Committee for the purpose of providing oversight of program practices that focus on youth well-being and to ensure compliance with state and federal regulations.

- A. The Wellness Committee shall meet at least 3 times during the school year;
  - B. The SYSC Wellness Survey (Form 2111) shall be completed at each meeting to assess wellness practices within the SYSC and identify areas needing improvement or corrective action; and
  - C. All SYSC Wellness Surveys will be maintained in the Food Services Department for a minimum of 4 years and be made available for review by the Department of Education upon request.
- IV. Parents/guardians of youth at SYSC shall be made aware of wellness practices and encouraged to participate in their youth's programming in support of the youth's well-being.
- V. SYSC is an equal opportunity employer. SYSC programs and staff shall not discriminate based on race, color, ethnicity, national origin, gender, sexual orientation, disability, religion, or age.
- A. In compliance with the National School Lunch Program (NSLP), information will be made available to families regarding the complaint process for any individual who believes they or their child have been a victim of discrimination by the Food Services Department in their delivery of services during school hours.

<b>Standard Operating Procedures</b>		
<b>SOP</b>	<b>Title</b>	<b>Applicable Disciplines</b>
2110.1	Health and Wellness Education	SYSC
2110.2	Wellness Committee Responsibilities	SYSC

<b>Applicable Forms</b>	
<b>Form</b>	<b>Title</b>
2111	Wellness Survey

**Glossary and Document Specific Definitions**

A - B    C - D    E - F    G - I    J - L    M - N    O - Q    R - S    T - V    W - Z

<b>Document Change Log</b>			
<b>PD</b>	<b>Modification Made</b>	<b>Approved</b>	<b>Date</b>