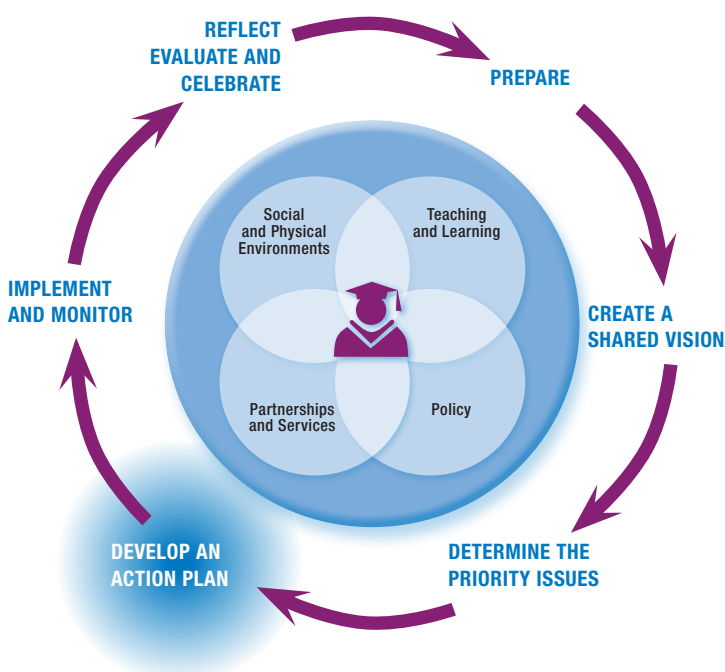


Sample Healthy School Action Plan: Healthy Eating in an Elementary School

Purpose

Action planning is one of the steps in the process for building healthy school communities (see diagram below). This resource provides a sample action plan for an elementary school that has completed a school health assessment¹ and identified healthy eating as a priority. It is intended to provide an example of the actions a school might use to improve healthy eating using a [Comprehensive School Health](#) approach. It is important to note that this is an example. There are many other actions that a school community could take to improve healthy eating depending on their specific needs.



Process for Building Healthy School Communities using the Pillars of Comprehensive School Health

(Adapted from the Alberta Healthy School Community Wellness Fund)

For detailed instructions on how to complete a school health action plan and to access a blank action plan template, see the Creating a Healthy School Action Plan resource, <http://www.albertahealthservices.ca/assets/Infofor/SchoolsTeachers/if-sch-csh-creating-a-healthy-school-action-plan.pdf>

Glossary of Terms

Actual results and reflection: Summary of activities that took place, participation rates, changes that occurred and reflections on what worked well and what could be improved.

Goal: A broad statement about what you would like to achieve over the course of this school year.

Indicator: The way(s) in which you will measure the outcome or expected result.

Objectives: Manageable components of the bigger goal that are specific, measurable, achievable, realistic and time-bound (SMART).

Outcome: The measurable and/or observable changes that you want to see in your target group.

Strategies: The new and existing activities that will help you achieve your objectives and outcomes.

Target audience: The people who you intend to reach through strategies specified in the action plan.

Vision: An inspirational and motivating statement that sets the overall direction for the group's work.



¹ For information about school health assessments, and information about the process for building healthy school communities, visit <http://www.albertahealthservices.ca/7123.asp>.

Sample Action Plan: Healthy Eating in an Elementary School

School Year: 2014-2017

School Name: ABC Elementary School

Plan created by: Health Action Team (HAT) and Wellness Leaders
(include key contributors)

Goal: Over the course of the coming year, what are the changes that we are aiming to achieve?

To create a school environment that provides healthier food and beverage options and supports students and parents in choosing and preparing healthier foods and beverages (3 year plan).

What are the measurable changes we will make to achieve the bigger goal? (Objectives)	Who do we want to reach? (Target audiences)	Which strategies will we use to help us reach our goal? These may be existing or new strategies. (Strategies) CHECK: Do the strategies fit the outcomes?	When and where will the strategy take place? Who is responsible for the strategy?	Expected Results		Record the actual changes that happened. What did we accomplish? What worked well? What can be improved? (Actual results and reflections)
				Why are we doing this? What changes do we want to see? (Outcomes) CHECK: Do the outcomes fit the strategies?	How will we measure these changes? (Indicators)	
Increase opportunities for building nutrition skills and knowledge among students and parents by June 2015.	Students Parents Community Visitors	<ul style="list-style-type: none"> • Include nutrition information and healthy recipes from Healthy Eating Starts Here website in school newsletter • Provide healthy eating tips during the morning announcements • Deliver healthy eating presentations to students and parents using information from the Healthy Eating Starts Here website • Provide teachers with professional development (PD) opportunities to share resources and successes on teaching healthy eating 	<ul style="list-style-type: none"> • Monthly newsletters (Wellness Leaders) • Content for daily announcements prepared (HAT) • Delivery of daily announcements (students) • Arrange a healthy eating presentation by year end (HAT) • Arrange a teacher PD session by year end (HAT) 	<ul style="list-style-type: none"> • More students and parents will know why healthy eating is important and how to make healthy food choices • More leadership opportunities will be available for students to promote healthy eating • Parents and students will be better informed about what makes a healthy lunch • More teachers will use healthy eating messages or activities in their lessons 	<ul style="list-style-type: none"> • # of newsletters and announcements with nutrition information • % of students who deliver nutrition announcements • % of students and parents who attend presentation • # of teacher reports and reflections that mention opportunities to teach about healthy eating 	<ul style="list-style-type: none"> • Nutrition information was included in 8 out of 10 newsletters the first year and 10 out of 10 the following years. • Healthy eating announcements were delivered once a week (Due to limited time, the HAT team decided not to prepare daily announcements). • 20% of the student population delivered healthy eating announcements. • Students provided verbal feedback that they looked forward to the healthy eating announcements. • 6% of parents attended a nutrition presentation on 'Making Healthy Lunches.'

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 To create a school environment that provides healthier food and beverage options and supports students and parents in choosing and preparing healthier foods and beverages (3 year plan).

What are the measurable changes we will make to achieve the bigger goal? (Objectives)	Who do we want to reach? (Target audiences)	Which strategies will we use to help us reach our goal? These may be existing or new strategies. (Strategies) CHECK: Do the strategies fit the outcomes?	When and where will the strategy take place? Who is responsible for the strategy?	Expected Results		Record the actual changes that happened. What did we accomplish? What worked well? What can be improved? (Actual results and reflections)
				Why are we doing this? What changes do we want to see? (Outcomes) CHECK: Do the outcomes fit the strategies?	How will we measure these changes? (Indicators)	
						<ul style="list-style-type: none"> • 4% of parents attended a presentation on 'Healthy Meal Planning' in 2014'. • For the next presentation we hope to improve attendance by scheduling it during parent-teacher interview night when parents are present in the school. • Attendance increased at presentations in subsequent years. • 85% of teachers made note about healthy eating in their reports/reflections.

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				Why are we doing this? What changes do we want to see? (Outcomes) CHECK: Do the outcomes fit the strategies?	How will we measure these changes? (Indicators)	
<p>Increase the availability of healthy food options that meet the Alberta Nutrition Guidelines for Children and Youth.</p> <p>Increase the proportion of healthy food choices made by the school community.</p>	<p>Students</p> <p>Parents</p> <p>Teachers</p> <p>Community</p> <p>Visitors</p>	<ul style="list-style-type: none"> Form "Hot Lunch" committee to explore healthier food options for special lunch days using information from the Alberta Health Services (AHS) Single Serving Package Food List, School Lunch Restaurant List, and Special Lunch Days handout Explore partnership with a local restaurant or food supplier to look at offering healthy meals at a reduced cost to students 	<ul style="list-style-type: none"> Formation of "Hot Lunch" committee in September (Parent Council Chair) Monthly hot lunch days (parent volunteers) Meeting with local restaurant or food supplier in October (Wellness Leader and AHS Public Health Dietitian) 	<ul style="list-style-type: none"> Food choices that are offered at school will meet the Alberta Nutrition Guidelines for Children and Youth (ANGCY) Choose Most Often or Choose Sometimes criteria More food options that meet the ANGCY will be available from the local restaurant 	<ul style="list-style-type: none"> % of healthy hot lunches offered that meet ANGCY Choose Most Often and Choose Sometimes criteria % of healthy food options purchased by students 	<ul style="list-style-type: none"> 80% of the hot lunches met the ANGCY by the end of the 2017 school year. For next year, we would like to find more school menus from food vendors that meet the ANGCY. 85% of the food purchased by students met the ANGCY by the end of the 2017 school year. Support from the local AHS Public Health Dietitian was very helpful in identifying healthy options and suggesting small changes to the local restaurant to make menu items healthier.

CSH pillars: Which of the following CSH pillars do the strategies address?

Policy Teaching and Learning Partnership and Services Social and Physical Environments

Health priorities: Which of the following health priorities do the strategies address?

Healthy eating Active living Positive mental health Other

Settings: Which of the following settings do your strategies reach?

School Home Community

WAY TO GO! You are well on your way to creating a healthier school community!