



Here's Your Action Plan

Choose an item below to access notes, resources, implementation strategies, and expert help specifically tailored to help you meet each of these criteria.

Action Plan for Kelliher Elementary School

Working Toward Bronze

Details on In Progress Action Steps may be found on the pages following this chart

Criteria #	Action Step	Last Updated Date	Current Answer	Completion Status
101	Representative school health committee or team	9/29/14 9:10 AM CDT	Partially in Place	In progress

102	Local wellness policies	10/20/14 10:57 AM CDT	Partially in Place	In progress
105	All foods sold during the school day meet the USDA's Smart Snacks in School nutrition standards	10/20/14 10:58 AM CDT	Partially in Place	In progress
109	Prohibit using food as reward or punishment	10/20/14 10:58 AM CDT	Partially in Place	In progress
110	All foods & beverages served and offered during the school day meet the USDA's Smart Snacks in School nutrition standards	10/20/14 10:58 AM CDT	Partially in Place	In progress
114	Fundraising efforts during and outside school hours meet the USDA's Smart Snacks in School nutrition standards	10/20/14 10:59 AM CDT	Under Development	In progress
115	Written school health and safety policies	10/20/14 10:59 AM CDT	Partially in Place	In progress
116	Communicate health and safety policies to students, parents, staff members, and visitors	10/20/14 11:00 AM CDT	Under Development	In progress
117	Positive school climate	10/20/14 11:00 AM CDT	Partially in Place	In progress
119	Enrichment experiences	10/20/14 11:01 AM CDT	Partially in Place	In progress

129	Hands washed before meals and snacks	10/20/14 11:02 AM CDT	Partially in Place	In progress
201	Health education taught in all grades	10/20/14 11:03 AM CDT	Partially in Place	In progress
301	150 minutes of physical education per week	10/20/14 11:04 AM CDT	Partially in Place	In progress
305	Promote community physical activities	10/20/14 11:04 AM CDT	Under Development	In progress
307	Promotion or support of walking and bicycling to school	10/20/14 11:05 AM CDT	Under Development	In progress
309	Availability of physical activity breaks in classrooms	10/20/14 11:05 AM CDT	Partially in Place	In progress
316	Information and materials for physical education teachers	10/20/14 11:06 AM CDT	Partially in Place	In progress
319	Individualized physical activity and fitness plans	10/20/14 11:07 AM CDT	Not In Place	In progress
321	Playgrounds meet safety standards	10/20/14 11:08 AM	Under Development	In progress

		CDT		
325	Physical activity facilities meet safety standards	10/20/14 11:09 AM CDT	Under Development	In progress
404	Annual continuing education and training requirements for school nutrition services staff	10/20/14 11:10 AM CDT	Partially in Place	In progress
405	Venues outside the cafeteria offer fruits and vegetables	10/20/14 11:10 AM CDT	Under Development	In progress
406	Collaboration between nutrition services staff members and teachers	10/20/14 11:10 AM CDT	Under Development	In progress
408	Farm to School activities.	10/20/14 11:10 AM CDT	Under Development	In progress
409	Healthy food purchasing and preparation practices	10/20/14 11:11 AM CDT	Partially in Place	In progress
411	Preparedness for food emergencies	10/20/14 11:11 AM CDT	Not In Place	In progress
502	Health and safety promotion for students and families	10/20/14 11:11 AM CDT	Under Development	In progress
503	Collaborate with other school staff members	10/20/14 11:11 AM	Partially in Place	In progress

		CDT		
505	Implement a referral system	10/20/14 11:12 AM CDT	Partially in Place	In progress
506	Student health information	10/20/14 11:12 AM CDT	Partially in Place	In progress
507	Consulting school health physician	10/20/14 11:12 AM CDT	Not In Place	In progress
508	Food allergy management plan	10/20/14 11:12 AM CDT	Not In Place	In progress
601	Counseling, psychological, and social services provided by a full-time counselor, social worker, and psychologist	10/20/14 11:12 AM CDT	Under Development	In progress
602	Health and safety promotion and treatment	10/20/14 11:12 AM CDT	Partially in Place	In progress
604	Identify and track students with emotional, behavioral and mental health needs	10/20/14 11:12 AM CDT	Partially in Place	In progress
605	Establish referral system	10/20/14 11:13 AM CDT	Under Development	In progress
606	Aid students during transitions	10/20/14	Under	In

		11:13 AM CDT	Development	progress
703	Modeling healthy eating and physical activity behaviors	10/20/14 11:13 AM CDT	Partially in Place	In progress
705	Programs for staff members on healthy eating/weight management	10/20/14 11:13 AM CDT	Not In Place	In progress
706	All foods served and sold to staff meet the USDA's Smart Snacks in School nutrition standards	10/20/14 11:14 AM CDT	Under Development	In progress
707	Health education for staff members	10/20/14 11:14 AM CDT	Under Development	In progress
708	Stress management programs for staff	10/20/14 11:14 AM CDT	Not In Place	In progress
709	Breastfeeding policy	10/20/14 11:14 AM CDT	Not In Place	In progress
801	Family and community involvement in school decision making	10/20/14 11:14 AM CDT	Under Development	In progress
802	Student and family involvement in the school meal programs and other foods and beverages sold, served and offered on school campus.	10/20/14 11:14 AM CDT	Under Development	In progress

805	Effective parenting strategies	10/20/14 11:15 AM CDT	Partially in Place	In progress
806	Family and community volunteers	10/20/14 11:15 AM CDT	Under Development	In progress
807	Family involvement in learning at home	10/20/14 11:15 AM CDT	Partially in Place	In progress
308	Availability of before- and after-school physical activity opportunities	10/20/14 11:05 AM CDT	Fully in Place	Complete

Criterion Number: 101

Required For: Gold, Silver, and Bronze

Status: In progress

Last Updated: 9/29/14 9:10 AM CDT

Action Step:

Representative school health committee or team

Does your school have a representative committee or team that meets at least four times a year and oversees school health and safety policies and programs?

Current Answer:

There is a committee or team that does this, but it could be more representative. (Partially in Place)

Criterion Number: 102

Required For: Gold, Silver, and Bronze

Status: In progress

Last Updated: 10/20/14 10:57 AM CDT

Action Step:

Local wellness policies

Has your school **implemented** the following components of the district's local wellness policy?

- Nutrition education and promotion activities
- Physical activity opportunities
- Nutrition standards for all foods and beverages available on each school campus during the school day that meet or exceed the USDA's requirements for school meals and competitive foods and beverages
- Marketing and advertising of only those foods and beverages that meet the USDA Smart Snacks in School nutrition standards on school campus.
- Other school-based activities that promote student wellness
- Permit parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, and review and update of the local wellness policy. Regular reporting on content and implementation to the public (including parents, students, and community members)
- Periodic measurement of school compliance with the local wellness policy and progress updates

- made available to the public
- Designation of a lead school official to ensure compliance with local wellness policy

By the start of the 2006-2007 school year, every school district participating in the federal meal program was required to establish a local school wellness policy. This requirement was updated in 2010 placing greater emphasis on evaluation and sharing progress of local wellness policy implementation with the public. Your school health team should review your district's policy before completing this question.

Current Answer:

Our school has implemented most of these components. (Partially in Place)

Criterion Number: 105

Required For: Gold, Silver, and Bronze

Status: In progress

Last Updated: 10/20/14 10:58 AM CDT

Action Step:

All foods sold during the school day meet the USDA's Smart Snacks in School nutrition standards

Do all competitive foods sold to students during the school day meet or exceed the **USDA's nutrition standards** for all foods sold to students (commonly called Smart Snacks in School)? This includes a la carte, vending, school stores, snack or food carts, and any food based fundraising (school follows fundraising exemptions and guidance set by their State agency, which also must adhere to the federal Smart Snacks in School requirements).

Current Answer:

Most competitive foods sold meet or exceed the USDA's Smart Snacks in School nutrition standards
(Partially in Place)

Criterion Number: 109

Required For: Gold and Silver

Status: In progress

Last Updated: 10/20/14 10:58 AM CDT

Action Step:**Prohibit using food as reward or punishment**

Does your school prohibit giving students food as a reward and withholding food as punishment? Is this prohibition consistently followed?

Current Answer:

One of these practices is prohibited, and this prohibition is consistently followed. (Partially in Place)

Criterion Number: 110

Required For: Gold and Silver

Status: In progress

Last Updated: 10/20/14 10:58 AM CDT

Action Step:

All foods & beverages served and offered during the school day meet the USDA's Smart Snacks in School nutrition standards

Do all foods and beverages served and offered to students during the school day meet or exceed the USDA's Smart Snacks in School nutrition standards? This includes snacks that are not part of a federally reimbursed child nutrition program, birthday parties, holiday parties and school-wide celebrations.

[Nutrition Standards for Foods](#) / [Nutrition Standards for Beverages](#)

Current Answer:

Most foods and beverages served and offered meet or exceed the USDA's Smart Snacks in School nutrition standards. (Partially in Place)

Criterion Number: 114

Required For: Gold

Status: In progress

Last Updated: 10/20/14 10:59 AM CDT

Action Step:

Fundraising efforts during and outside school hours meet the USDA's Smart Snacks in School nutrition standards

Do fundraising efforts during and outside school hours sell only non-food items or only foods and beverages that meet or exceed the USDA's Smart Snacks in School nutrition standards? This may include, but is not limited to, donation nights; cookie dough, candy and pizza sales; market days; etc.

[Nutrition Standards for Foods](#) / [Nutrition Standards for Beverages](#)

Current Answer:

Some fundraising efforts sell only non-food items, or some foods and beverages sold as fundraisers meet or exceed the USDA's Smart Snacks in School nutrition standards. (Under Development)

Criterion Number: 115

Status: In progress

Last Updated: 10/20/14 10:59 AM CDT

Action Step:

Written school health and safety policies

Does your school or district have written health and safety policies that include the following components?

- Rationale for developing and implementing the policy
- Population for which the policy applies (e.g., students, staff, visitors)
- Where the policy applies (e.g., on or off school property)
- When the policy applies
- Programs supported by the policy
- Designation of person(s) responsible (e.g., school administrator(s), teachers) for implementing the policy
- Designation of person(s) responsible (e.g., school administrator(s), teachers) for enforcing the policy
- Communication procedures (e.g., through staff meetings, professional development, website, staff handbook) of the policy
- Procedures for addressing policy infractions
- Definitions of terms

Current Answer:

Most of our health and safety policies include all of these components. (Partially in Place)

Criterion Number: 116

Status: In progress

Last Updated: 10/20/14 11:00 AM CDT

Action Step:

Communicate health and safety policies to students, parents, staff members, and visitors

Does your school communicate its school or district health and safety policies in all of the following ways?

- Signs (e.g., tobacco-free, weapon-free)
- Staff member orientation
- Staff meetings
- Student orientation
- Student handbook
- Staff handbook or listserv
- Employee contracts
- Parent handbook, newsletters, or listserv
- Policies included in contracts with outside vendors and organizations that use school facilities
- Announcements at school events
- School-sponsored meetings
- Community meetings
- School or district website

Current Answer:

In some of these ways. (Under Development)

Criterion Number: 117

Status: In progress

Last Updated: 10/20/14 11:00 AM CDT

Action Step:

Positive school climate

Does your school foster a positive psychosocial school climate using all of the following practices?

- Communicate clear expectations for learning and behavior to students, and share those expectations with families to encourage them to reinforce them at home
- Foster pro-social behavior by engaging students in activities such as peer tutoring, classroom chores, service learning, and teacher assistance
- Foster an appreciation of student and family diversity and respect for all families' cultural beliefs and practices
- Hold school-wide activities that give students opportunities to learn about diverse cultures and experiences
- Use instructional materials that reflect the diversity of your student body
- Challenge staff members to greet each student by name
- Expect staff members to encourage students to ask for help when needed
- Expect staff members to take timely action to solve problems reported by students or parents
- Expect staff members to praise positive student behavior to students and their parents

Current Answer:

Our school fosters a positive psychosocial school climate by using most of these practices. (Partially in Place)

Criterion Number: 119

Status: In progress

Last Updated: 10/20/14 11:01 AM CDT

Action Step:

Enrichment experiences

Does your school provide a broad variety of student enrichment experiences that are accessible to all students?

Current Answer:

Our school offers a variety of experiences, but some students do not have access to them. (Partially in Place)

Criterion Number: 129

Status: In progress

Last Updated: 10/20/14 11:02 AM CDT

Action Step:

Hands washed before meals and snacks

Do all teachers schedule time for students to wash their hands before meals and snacks?

Current Answer:

Most do. (Partially in Place)

Criterion Number: 201

Required For: Gold, Silver, and Bronze

Status: In progress

Last Updated: 10/20/14 11:03 AM CDT

Action Step:

Health education taught in all grades

Do students receive health education instruction in all grades?

Current Answer:

In most grades. (Partially in Place)

Criterion Number: 301

Required For: Gold

Status: In progress

Last Updated: 10/20/14 11:04 AM CDT

Action Step:

150 minutes of physical education per week

Do all students in each grade receive physical education for at least 150 minutes per week throughout the school year?

Physical education classes should be spread over at least three days per week, with daily physical education preferable.

Current Answer:

90-149 minutes per week for all students in each grade throughout the school year. (Partially in Place)

Criterion Number: 305

Required For: Gold, Silver, and Bronze

Status: In progress

Last Updated: 10/20/14 11:04 AM CDT

Action Step:**Promote community physical activities**

Does the physical education program use three or more methods to promote student participation in a variety of community physical activity options?

- Class discussions
- Bulletin boards
- Public address announcements
- Guest speakers who promote community programs
- Take-home flyers
- Homework assignments
- Newsletter articles

Current Answer:

The program promotes participation in only one type of community physical activity option. (Under Development)

Criterion Number: 307

Required For: Gold, Silver, and Bronze

Status: In progress

Last Updated: 10/20/14 11:05 AM CDT

Action Step:

Promotion or support of walking and bicycling to school

Does your school promote or support walking and bicycling to school in the following ways?

- Designation of safe or preferred routes to school
- Promotional activities such as participation in International Walk to School Week, National Walk and Bike to School Week
- Secure storage facilities for bicycles and helmets (e.g., shed, cage, fenced area)
- Instruction on walking/bicycling safety provided to students
- Promotion of safe routes program to students, staff and parents via newsletters, websites, local newspaper
- Crossing guards are used
- Crosswalks exist on streets leading to schools
- Walking school buses are used
- Bicycle parking is provided (e.g., bicycle rack)
- Documentation of number of children walking and or biking to and from school
- Creation and distribution of maps of school environment (sidewalks, crosswalks, roads, pathways, bike racks, etc.)

Current Answer:

Our school promotes or supports walking and bicycling to school in one to two of these ways. (Under Development)

Criterion Number: 309

Required For: Gold, Silver, and Bronze

Status: In progress

Last Updated: 10/20/14 11:05 AM CDT

Action Step:

Availability of physical activity breaks in classrooms

Are all students provided opportunities to participate in physical activity breaks in classrooms, outside of physical education, recess, and class transition periods?

Physical activity breaks are actual breaks that occur in the academic classroom, allowing students to take a mental and physical break from current academic tasks. These breaks can occur at any time during the school day, last from 5– 30 minutes, and occur all at one time or several times during the school day.

Current Answer:

On most days during a typical school week (Partially in Place)

Criterion Number: 316

Status: In progress

Last Updated: 10/20/14 11:06 AM CDT

Action Step:

Information and materials for physical education teachers

Are all teachers of physical education provided with the following information and materials to assist in delivering quality physical education?

- Goals, objectives, and expected outcomes for physical education
- A written physical education curriculum
- A chart scope and sequence for instruction
- A plan for assessing student performance
- Physical activity monitoring devices, such as pedometers, heart rate monitors
- Physical activity monitoring devices, such as pedometers, heart rate monitors
- Internet resources, such as SHAPE America online tools and resources or PE Central
- The Presidential Youth Fitness Program
- Protocols to assess or evaluate student performance in physical education
- Learning activities that increase the amount of class time students are engaged in moderate-to-vigorous physical activity
- Learning activities that actively engage students with long-term physical medical, or cognitive disabilities in physical education

Current Answer:

Teachers of physical education are provided with four to seven kinds of these materials. (Partially in Place)

Criterion Number: 319

Status: In progress

Last Updated: 10/20/14 11:07 AM CDT

Action Step:

Individualized physical activity and fitness plans

Do students design and implement their own individualized physical activity and fitness plans as part of the physical education program? Do teachers of physical education provide ongoing feedback to students on progress in implementing their plans?

Current Answer:

Students do not design and implement their own individualized plans, or there is no physical education program. (Not In Place)

Criterion Number: 321

Status: In progress

Last Updated: 10/20/14 11:08 AM CDT

Action Step:

Playgrounds meet safety standards

Does your school or district ensure that playgrounds meet or exceed recommended safety standards for design, installation, and maintenance, in all of the following ways?

- Using recommended safety surfaces under playground equipment
- Using developmentally-appropriate equipment designed with spaces and angles that preclude entrapment
- Designating boundaries around equipment (e.g., swings) so that students on foot are unlikely to be struck
- Separating playgrounds from motor vehicle and bicycle traffic
- Maintaining equipment for safe use and removing unsafe equipment
- Ensuring that staff members are trained in developmental appropriateness of different types of playground equipment
- Developing, implementing, and enforcing rules for safe use of the playground (e.g., no running or pushing, no use of age-inappropriate equipment)

Please disregard any standard that is not relevant for your campus.

Current Answer:

One of these safety standards is not met, or at times our school has temporary lapses in implementing or enforcing more than one of them. (Under Development)

Criterion Number: 325

Status: In progress

Last Updated: 10/20/14 11:09 AM CDT

Action Step:

Physical activity facilities meet safety standards

Does the school ensure that spaces and facilities for physical activity meet or exceed recommended safety standards for design, installation, and maintenance, in the following ways?

- Regular inspection and repair of indoor and outdoor playing surfaces, including those on playgrounds and sports fields
- Regular inspection and repair of physical activity equipment such as balls, jump ropes, nets, cardiovascular machines, weights, and weight lifting machines
- Padded goal posts and gym walls
- Breakaway bases for baseball and softball
- Securely anchored portable soccer goals that are stored in a locked facility when not in use
- Bleachers that minimize the risk for falls
- Slip-resistant surfaces near swimming pool use
- Pools designed, constructed, and retrofitted to eliminate entrapment use

Current Answer:

One of these safety standards is not met, or at times the school has temporary lapses in more than one of them. (Under Development)

Criterion Number: 404

Required For: Gold, Silver, and Bronze

Status: In progress

Last Updated: 10/20/14 11:10 AM CDT

Action Step:

Annual continuing education and training requirements for school nutrition services staff

Do all school nutrition program managers and staff meet or exceed the annual continuing education/training hours required by the USDA's Professional Standards requirements? Topics covered may include, but are not limited to, food safety and HACCP, nutrition standards updates in school meals, food sensitivities and allergies, customer service or food production techniques.

Current Answer:

Most food and nutrition services meet or exceed the annual continuing education/training hours required by the USDA's Professional Standards requirements. (Partially in Place)

Criterion Number: 405

Required For: Gold and Silver

Status: In progress

Last Updated: 10/20/14 11:10 AM CDT

Action Step:

Venues outside the cafeteria offer fruits and vegetables

Do most venues outside the cafeteria (e.g., vending machines, school stores, canteens, snack bars, or snack or food carts) where food is available offer fruits and non-fried vegetables?

Note: If the school does not have any food venues outside the cafeteria (e.g., vending machines, school stores, canteens, snack bars, or snack or food carts), answer "Yes".

Current Answer:

Fewer than half of the venues do. (Under Development)

Criterion Number: 406

Required For: Gold and Silver

Status: In progress

Last Updated: 10/20/14 11:10 AM CDT

Action Step:

Collaboration between nutrition services staff members and teachers

Do nutrition services staff members use three or more of the following methods to collaborate with teachers to reinforce nutrition education lessons taught in the classroom?

- Participate in design and implementation of nutrition education programs
- Display educational and informational materials that reinforce classroom lessons
- Provide food for use in classroom nutrition education lessons
- Provide ideas for classroom nutrition education lessons
- Teach lessons or give presentations to students
- Provide cafeteria tours for classes

Current Answer:

Use one of these methods. (Under Development)

Criterion Number: 408

Required For: Gold

Status: In progress

Last Updated: 10/20/14 11:10 AM CDT

Action Step:

Farm to School activities.

Is your school implementing any Farm to School activities?

- Local and/or regional products are incorporated into the school meal program
- Messages about agriculture and nutrition are reinforced throughout the learning environment
- School hosts a school garden
- School hosts field trips to local farms
- School utilizes promotions or special events, such as tastings, that highlight the local/regional products

Current Answer:

Our school is implementing at least one of these activities. (Under Development)

Criterion Number: 409

Status: In progress

Last Updated: 10/20/14 11:11 AM CDT

Action Step:

Healthy food purchasing and preparation practices

Does the school food service consistently follow practices that ensure healthier foods are purchased and prepared for service?

- Spoon solid fat from chilled meat and poultry broth before use
- Use specifications requiring lower sodium content in prepared foods such as hamburgers, pizza, chicken nuggets, etc.; and canned products such as vegetables, sauces, etc.
- Use specifications requiring lower added sugar content in prepared foods such as whole grain cold cereals or cereal bars (e.g., candy or yogurt coated); breakfast items such as pancakes or waffles (e.g., infused with syrup); and canned products such as fruit (e.g., packed heavy syrup).
- Roast, bake or broil meat rather than fry it
- Prepare vegetables by steaming or baking
- Prepare vegetables using little or no fat
- Cook with nonstick spray or pan liners rather than with grease or oil
- Use frozen vegetables or low-sodium canned vegetables instead of regular canned vegetables
- Use products that are locally grown or produced such as milk, produce and/or meats, chicken or fish
- Follow standardized recipes that are low in fats, oils, sodium and added sugars
- Use other seasonings, including fresh herbs, in place of salt. Herbs could be from school gardens or local markets.

Current Answer:

Follows eight to nine of these practices. (Partially in Place)

Criterion Number: 411

Status: In progress

Last Updated: 10/20/14 11:11 AM CDT

Action Step:**Preparedness for food emergencies**

Are school nutrition service staff members and cafeteria monitors (e.g., teachers, aides) trained to respond quickly and effectively to the following types of food emergencies?

- Choking
- Natural disasters (e.g., electrical outages affecting refrigeration)
- Medical emergencies (e.g., severe food allergy reactions, diabetic reactions)
- Attempts to introduce biological or other hazards into the food supply
- Situations that require students or others to shelter in the school

Current Answer:

Trained for none of these types of emergencies. (Not In Place)

Criterion Number: 502

Status: In progress

Last Updated: 10/20/14 11:11 AM CDT

Action Step:

Health and safety promotion for students and families

Does the school nurse or other health services provider promote the health and safety of students and their families, through classroom activities and otherwise, on each of these topics?

- Promoting physical activity
- Promoting healthy eating
- Preventing tobacco use
- Quitting tobacco use
- Preventing unintentional injuries
- Preventing violence and suicide
- Managing asthma
- Preventing HIV, other STD, and unintended pregnancy

Current Answer:

Addresses one to three of these topics. (Under Development)

Criterion Number: 503

Status: In progress

Last Updated: 10/20/14 11:11 AM CDT

Action Step:

Collaborate with other school staff members

Does the school nurse or other health services provider collaborate with other school staff members to promote student health and safety in at least six of the following ways?

- Developing plans to address student health problems (e.g., individual health care plans, individual education plans, 504 plans, school team plans)
- Providing professional development
- Developing policy
- Identifying, revising or developing curricula or units/lessons
- Developing and implementing school-wide and classroom activities
- Developing School Improvement Plans
- Establishing communication systems with other school staff

Current Answer:

There is collaboration in three to five of these ways. (Partially in Place)

Criterion Number: 505

Status: In progress

Last Updated: 10/20/14 11:12 AM CDT

Action Step:

Implement a referral system

Does your school implement a systematic approach (including the following components) for referring students, as needed, to appropriate school- or community-based health services?

- Contact parents of students identified as potentially needing additional health services and recommend that the students be evaluated by their primary health care provider or specialist.
- Contact parents of students without a primary health care provider and give information about child health insurance programs and primary care providers.
- Referral information is distributed widely (e.g., through flyers, brochures, website, student handbook, health education class) so that students, staff, and families can learn about school and community services without having to contact school staff.
- Staff members are given clear guidance on referring students to school counseling, psychological and social services.
- Referral forms are easy for staff members to access, complete, and submit confidentially.
- A designated staff person (e.g., school nurse, counselor) regularly reviews and sorts referral forms and conducts initial screening.
- With written parental permission, additional information (e.g., questionnaires, relevant records, brief testing) is gathered as necessary and in compliance with FERPA.
- Written consent is obtained, in compliance with HIPAA, to gather relevant records from other professionals or agencies, if applicable.
- A list is kept and regularly updated of youth-friendly referral providers along with basic information about each (e.g., cost, location, language, program features, previous client feedback)
- Meetings are held with all relevant parties to discuss referral alternatives.
- Potential barriers (e.g., cost, location, transportation, stigma) and how to overcome them are discussed.
- Follow-up (e.g., via telephone, text messaging, email, personal contact) is conducted to evaluate the referral and gather feedback about the service.
- A status report is provided to the person who identified the problem, if applicable and in compliance

with FERPA and/or HIPAA.

- Professional development is provided to all staff members about the referral process.

Current Answer:

Our school has a referral system that includes many of these components. (Partially in Place)

Criterion Number: 506

Status: In progress

Last Updated: 10/20/14 11:12 AM CDT

Action Step:

Student health information

Does your school have a system for collecting student health information prior to school entry and every year thereafter? Is all pertinent information communicated in writing to all appropriate staff members?

Current Answer:

All pertinent information is systematically collected and communicated to some, but not all appropriate staff members. (Partially in Place)

Criterion Number: 507

Status: In progress

Last Updated: 10/20/14 11:12 AM CDT

Action Step:

Consulting school health physician

Does your school have access to and work with a consulting school health physician who assists with your school health programs?

Current Answer:

No, our school does not have access to a consulting school health physician. (Not In Place)

Criterion Number: 508

Status: In progress

Last Updated: 10/20/14 11:12 AM CDT

Action Step:

Food allergy management plan

Does your school have a plan to address food allergy management and prevention (e.g., Food Allergy Management and Prevention Plan) which includes the following priorities needed to manage food allergies in the school setting?

- Ensure daily management of food allergies for individual children (e.g., identifying children with food allergies, a plan to manage and reduce risks of food allergy reactions)
- Prepare for food allergy emergencies (e.g., easy to use communication systems, easy access to epinephrine auto-injectors, plans for contacting emergency medical services, identification of staff roles in emergencies)
- Provide professional development on food allergies for staff (e.g., general training on food allergies for all staff, in-depth training for staff who have frequent contact with children with food allergies, specialized training for staff responsible for managing children with food allergies)
- Educate children and family members about food allergies (e.g., teach all children, all parents and families about food allergies)
- Create and maintain a healthy and safe educational environment (e.g., limit exposure to food allergens, develop food-handling policies to prevent unintentional contact, make outside groups aware of food allergy policies and rules when they use school facilities, create a positive psychosocial climate)

Current Answer:

Our school does not have a plan to address food allergy management and prevention. (Not In Place)

Criterion Number: 601

Status: In progress

Last Updated: 10/20/14 11:12 AM CDT

Action Step:

Counseling, psychological, and social services provided by a full-time counselor, social worker, and psychologist

Does your school have access to a full-time counselor, social worker, and psychologist for providing counseling, psychological, and social services? Is an adequate number of these staff members provided based on the following recommended ratios?

- One counselor for every 250 students
- One social worker for every 400 students
- One psychologist for every 1,000 students

Current Answer:

We have a full-time counselor, social worker or psychologist, but not all three. (Under Development)

Criterion Number: 602

Status: In progress

Last Updated: 10/20/14 11:12 AM CDT

Action Step:

Health and safety promotion and treatment

Does the counseling, psychological, or social services provider promote the emotional, behavioral, and mental health of and provide treatment to students and families in the following ways?

- 1-on-1 counseling/sessions
- Small group counseling/sessions
- Classroom-based health promotion and prevention
- School-wide health promotion and prevention

Current Answer:

It is provided in 1-on-1 and small group sessions, and classroom-based or school-wide activities. (Partially in Place)

Criterion Number: 604

Status: In progress

Last Updated: 10/20/14 11:12 AM CDT

Action Step:

Identify and track students with emotional, behavioral and mental health needs

Does the counseling, psychological, or social services provider have a system for identifying and tracking students with emotional, behavioral, and mental health needs?

Current Answer:

Students are systematically identified, but not systematically tracked. (Partially in Place)

Criterion Number: 605

Status: In progress

Last Updated: 10/20/14 11:13 AM CDT

Action Step:

Establish referral system

Does your school implement a systematic approach (including the following components) for referring students, as needed, to appropriate school- or community-based counseling, psychological, and social services?

- Case management, including assessment, referral, education, support, and monitoring, is offered.
- Referral information is distributed widely (e.g., through flyers, brochures, website, student handbook,

health education class) so that students, staff, and families can learn about school and community services without having to contact school staff.

- Staff members are given clear guidance on referring students to school counseling, psychological, and social services.
- Referral forms are easy for staff members to access, complete, and submit confidentially.
- A designated staff person (e.g., school counselor, social worker, or psychologist) regularly reviews and sorts referral forms and conducts initial screening.
- With written parental permission, additional information (e.g., questionnaires, relevant records, brief testing) is gathered as necessary and in compliance with FERPA.
- Written consent is obtained, in compliance with HIPAA, to gather relevant records from other professionals or agencies, if applicable.
- A list is kept and regularly updated of youth-friendly referral providers along with basic information about each (e.g., cost, location, language, program features, previous client feedback, types of insurance accepted)
- Meetings are held with all relevant parties to discuss referral alternatives.
- Potential barriers (e.g., cost, location, transportation, stigma), and how to overcome them, are discussed.
- Follow-up (e.g., via telephone, text messaging, email, personal contact) is conducted to evaluate the referral and gather feedback about the service.
- A status report is provided to the person who identified the problem, if applicable and in compliance with FERPA and/or HIPAA.
- Professional development is provided to all staff members about the referral process.

Current Answer:

Our school has a referral system that includes a few of these components. (Under Development)

Criterion Number: 606

Status: In progress

Last Updated: 10/20/14 11:13 AM CDT

Action Step:

Aid students during transitions

Does your school aid students during school and life transitions (such as changing schools or changes in family structure) in the following ways?

- Matching new students with another student or buddy
- Opportunities for students to check-in with a trusted adult
- Orientation programs that focus on adapting to transitions

Current Answer:

Our school aids students during school and life transitions in one of these ways. (Under Development)

Criterion Number: 703

Required For: Gold, Silver, and Bronze

Status: In progress

Last Updated: 10/20/14 11:13 AM CDT

Action Step:

Modeling healthy eating and physical activity behaviors

Does your school support staff to model healthy eating and physical activity behaviors?

- Provide staff with information about the importance of modeling healthy eating behaviors
- Provide staff with information about the importance of engaging in physical activities with students
- Encourage staff not to bring in or consume unhealthy foods and beverages in front of students, in classrooms, or areas common to both staff and students
- Provide staff with examples of healthy foods and beverages to bring in or consume during the regular or extended school day
- Provide staff with information or strategies on how to incorporate physical activity into classrooms
- Encourage staff to use non-food items, activities, and opportunities for physical activity to recognize students for their achievements or good behavior

Current Answer:

Yes, our school uses 3 to 4 of the strategies to support staff to model healthy eating and physical activity behaviors (Partially in Place)

Criterion Number: 705

Required For: Gold and Silver

Status: In progress

Last Updated: 10/20/14 11:13 AM CDT

Action Step:

Programs for staff members on healthy eating/weight management

Does the school or district offer staff members healthy eating/weight management programs that are accessible and free or low-cost?

Current Answer:

Does not offer healthy eating/weight management programs. (Not In Place)

Criterion Number: 706

Required For: Gold

Status: In progress

Last Updated: 10/20/14 11:14 AM CDT

Action Step:

All foods served and sold to staff meet the USDA's Smart Snacks in School nutrition standards

Do food and beverages served and sold at staff meetings, school-sponsored staff events, and in the staff lounge meet USDA Smart Snacks in School nutrition standards?

[Nutrition Standards for Foods](#) / [Nutrition Standards for Beverages](#)

Current Answer:

Some foods and beverages served and sold align with Smart Snacks. (Under Development)

Criterion Number: 707

Status: In progress

Last Updated: 10/20/14 11:14 AM CDT

Action Step:**Health education for staff members**

Does your school or district offer staff members health education and health-promoting activities that focus on skill development and behavior change and that are tailored to their needs and interests?

Current Answer:

Health education is offered, but it is not tailored nor does it focus on skill development or behavior change. (Under Development)

Criterion Number: 708

Status: In progress

Last Updated: 10/20/14 11:14 AM CDT

Action Step:

Stress management programs for staff

Does your school or district offer staff members accessible and free or low-cost stress management programs at least once a year?

Current Answer:

Stress management programs are not offered at least once a year. (Not In Place)

Criterion Number: 709

Status: In progress

Last Updated: 10/20/14 11:14 AM CDT

Action Step:

Breastfeeding policy

Does your school have a breastfeeding policy that includes the following components?

- Work schedule flexibility, including breaks and work patterns to provide time for expression of milk
- Private location to breastfeed or express milk
- Refrigerator for safe storage of expressed milk
- Access nearby to a clean, safe water source and a sink for washing hands and rinsing out any breast-pumping equipment

Current Answer:

Our breastfeeding policy includes none of these components, or we do not have a breastfeeding policy.
(Not In Place)

Criterion Number: 801

Required For: Gold, Silver, and Bronze

Status: In progress

Last Updated: 10/20/14 11:14 AM CDT

Action Step:

Family and community involvement in school decision making

Do families and other community members help with school decision making?

Current Answer:

Families and community members are offered opportunities to provide input into school decision making but are not otherwise engaged. (Under Development)

Criterion Number: 802

Required For: Gold and Silver

Status: In progress

Last Updated: 10/20/14 11:14 AM CDT

Action Step:

Student and family involvement in the school meal programs and other foods and beverages sold, served and offered on school campus.

Do students and family members have opportunities to provide both suggestions for school meals and other foods and beverages sold, served and offered on school campus and feedback on the meal programs and other foods and beverages sold, served and offered on school campus?

Current Answer:

Either students or family members have opportunities, but not both. (Under Development)

Criterion Number: 805

Status: In progress

Last Updated: 10/20/14 11:15 AM CDT

Action Step:

Effective parenting strategies

Does your school's family education program address all of the following effective parenting strategies?

- Praising and rewarding desirable behavior
- Staying actively involved with children in fun activities
- Making time to listen and talk with their children
- Setting expectations for appropriate behavior and academic performance
- Sharing parental values
- Communicating with children about health-related risks and behaviors
- Making a small number of clear, understandable rules designed to increase level of self-management (e.g., routine household chores, homework, time spent using TV and computer)
- Consistently enforcing family rules with consequences (e.g., an additional chore, restricting TV/computer use for the evening)
- Monitoring children's daily activities (knowing child's whereabouts and friends)
- Modeling nonviolent responses to conflict
- Modeling healthy behaviors
- Emphasizing the importance of children getting enough sleep
- Providing a supportive learning environment in the home

Current Answer:

Addresses most of these topics. (Partially in Place)

Criterion Number: 806

Status: In progress

Last Updated: 10/20/14 11:15 AM CDT

Action Step:**Family and community volunteers**

Does your school or district have a formal process to recruit, train, and involve family and other community members as volunteers to enrich school health and safety programs?

Current Answer:

Our school or district does not recruit or train, but involves parents and community members when needed. (Under Development)

Criterion Number: 807

Status: In progress

Last Updated: 10/20/14 11:15 AM CDT

Action Step:**Family involvement in learning at home**

Does your school provide opportunities for family members to reinforce learning at home?

Current Answer:

Our school provides family members with limited opportunities to reinforce learning at home. (Partially in Place)

