

Action Plan Template School Wellness Policies

Background

The Healthy Hunger Free Kids Act of 2010 requires Local Educational Agencies to update or modify their wellness policy, as appropriate. When your wellness committee meets on a regular basis throughout the school year, consider using an action plan to ensure progress is being made on your wellness policy and procedures.

Developing an action plan will help your school or district prioritize a few action steps each year. You may use the chart on the following page as a template to organize your plans. Add additional rows if necessary. Be sure to consider all areas such as nutrition guidelines for school meals and snacks, physical fitness activities, and related school activities. After writing the action plan, evaluate what additional resources, if any, will be needed for each action step.

Tip: When developing your wellness plan, ensure your activities are well grounded in your goals by developing SMART objectives:

- **Specific:** Identify the exact area to improve.
- **Measurable:** Quantify the progress.
- **Attainable:** Determine what is achievable.
- **Realistic:** Consider your resources and determine what can reasonably be accomplished.
- **Time bound:** Identify deadlines for goals and related tactics.

The Centers for Disease Control and Prevention (CDC) has [tips for developing SMART objectives](#).



School Wellness Policy Action Plan

School Name: **Brooklyn Center Early College Academy** _____ Date: **July 8, 2021** _____

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Equitable and Just Practices How will the goal reflect the diverse needs of stakeholders?	Stakeholders Who will be involved and/or impacted?	Complete?
1. Continue intentional physical activity opportunities for students regularly throughout the school day. 2. Offer supplemental fresh vegetables and fruits during lunch. 3. Create a dedicated student sensory and mindfulness space	1. Provide communications and resources to all staff to incorporate activity breaks indoors and outside, including utilization of active workspaces equipment and/or mindful movement. 2a. Offer monthly Farm to School program taste tests. Offer occasional Zoom meetings for students with the Wellness and/or Farm to School Coordinators to explore nutrition and body impacts. 2b. Incorporate a daily salad bar option 3a. Procure funding to supply the identified space (Resource Room) with equipment, furniture, tools and decor. 3b. Engage student voices to develop and to maintain the space.	1. Aug, 2021 and ongoing throughout the school year (monthly newsletters). 2a. Sept., 2021, then ongoing. 2b. October, 2021, then ongoing. 3a. August, 2021, then ongoing.	1. Student and staff survey tracking movement time and preferred activity. 2a. Taste tests completed. 2b. Student and staff survey tracking for preferred produce items. 3a. Implementation of the space and resources. 3b. Student surveys tracking usage and benefits.	1. Principal & Wellness Coordinator; staff 2. Principal, kitchen staff, Farm To School and Wellness Coordinators 3. Principal, staff and Wellness Coordinator	BCCS is committed to creating environments and opportunities for every student to utilize movement as needed; have access to fresh produce; and access to the time and space to safely experience and express emotions and/or practice mindfulness, for optimal academic growth and mental, emotional, physical wellbeing.	1. Students, staff, families 2. Students, staff, families 3. Students, staff, families	

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