



## **Assessing School Health Policy & Practices Project Checklist**

### **Project Goal:**

Complete an assessment of your school or school district policies as they relate to student health and safe learning environments. Present your findings, including opportunities for improvement to school and district leadership. Identify areas for improvement and present this information to school administrators and/or the school board.

### **Project Steps:**

1. Locate your school and school district policies.
2. Download copies of the asthma friendly school policy checklist form and presentation template.
3. Using the school health policy review form, review your school's policies and assess the gaps related to school health services and healthy school environment.
  - Consider meeting with a maintenance or facilities staff person to learn more about the environmental policies and practices at your school or in your district.
  - Consider contacting the local county sanitarian to assist you with your review as part of their official school inspection.
4. Schedule a time to meet with school administrators and/or the school board to present your policy review results and make recommendations on areas for improvement.
5. Present your findings to the school administrators or school board; note how the recommendations are received and if any action steps are taken as the result of your recommendations.

### **Report Results:**

Complete outcomes report form and return it to the School Health Program by May 31<sup>st</sup> of the school year in which the grant is received. Email, fax, or mail outcome report forms to the School Health Program using the contact information provided on the form.

### **For More Information:**

School Health Program

Phone: 406-444-4592

Email: [schoolhealth@mt.gov](mailto:schoolhealth@mt.gov)