

## Maine Schoolsite Health Promotion Program Team Action Plan Guidance

A team action plan should be a working document that outlines a team's purpose, projected outcomes and how they will be attained. It should be a clear picture of what the team plans to accomplish and could be shared with anyone including administrators, school board members and interested parties. When developing an action plan for a schoolsite health promotion program it is important to develop a balanced plan that looks at the school/district as a whole as well as the needs of individuals. The plan should consider team development, team structure and how to maintain the team, as well as, how the team fits within the overall district structure. The Maine Schoolsite Health Promotion Program recommends an action plan that addresses the Six Dimensions of Wellness (see model below) and includes goals in three focus areas:

- Policies & Systems
- Climate & Culture
- Health Promotion and Personal Wellness.

Action plans are a tool to assist teams in their efforts to create a culture of health and wellness throughout a school/district. This culture should be evidenced in school buildings, on school grounds, and throughout the community. Components and strategies might include advocating for Health Education and Physical Education for all students Pre K-12; creating, informing, and/or maintaining a healthy school environment through policies, programs and practices; supporting a positive, safe and health promoting school climate; initiating, delivering, sponsoring, and/or promoting health promotion and wellness programs for staff and students; and/or connecting health promotion and wellness with other school initiatives.

There are many quality and effective resources available for use when creating a schoolsite health promotion action plan:

**Alliance for a Healthier Generation** ([https://schools.healthiergeneration.org/focus\\_areas/employee\\_wellness/](https://schools.healthiergeneration.org/focus_areas/employee_wellness/))

**Directors of Health Promotion and Education** (<http://www.dhpe.org/>)

**Human Resources Institute** (<http://www.healthyculture.com/>)

**S.M.A.R.T. Goals** [https://www.hap.org/employers/worksite/pdfs/Workbook\\_2013.pdf](https://www.hap.org/employers/worksite/pdfs/Workbook_2013.pdf) (page 4)

When creating strategies, strive for a balance among the six dimensions.



**The Six Dimensions of Wellness**  
*By applying the model, a person becomes aware of the interconnectedness of each dimension and how they contribute to healthy living.*  
*Six Dimensions of Wellness Model © 1976 by Bill Hettler, MD*  
*© National Wellness Institute, Inc.*

**Maine Schoolsite Health Promotion Program  
Team Action Plan**

DATES:  
Draft \_\_\_\_\_  
Final Copy \_\_\_\_\_  
Revised \_\_\_\_\_

**Summary**

Team: \_\_\_\_\_ Team Leader(s): \_\_\_\_\_

Team Vision:
Team Mission Statement:

**Goals/Outcomes**

<i>Policy &amp; Systems Change</i>	<i>What is the evidence used to measure impact/outcomes?</i>	<i>Impact Summary</i>
<i>Climate &amp; Culture</i>		
<i>Health Promotion &amp; Personal Wellness</i>		

**Maine Schoolsite Health Promotion Program  
Team Action Plan**

**Policy & Systems Change**

**Goals/Outcomes**

<i>Strategy/Activity</i>	<i>Wellness Dimension(s)</i>	<i>Who's Responsible</i>	<i>Resources needed</i>	<i>Timeline</i>	<i>What is the evidence used to measure impact/outcomes?</i>	<i>Impact Summary of strategy/activity on Policy &amp; Systems Change</i>

**Maine Schoolsite Health Promotion Program  
Team Action Plan**

**Climate & Culture**

**Goals/Outcomes**

<i>Strategy/Activity</i>	<i>Wellness Dimension(s)</i>	<i>Who's Responsible</i>	<i>Resources needed</i>	<i>Timeline</i>	<i>What is the evidence used to measure impact/outcomes?</i>	<i>Impact Summary of strategy/activity on Climate &amp; Culture</i>

**Maine Schoolsite Health Promotion Program  
Team Action Plan**

**Health Promotion & Personal Wellness**

**Goals/Outcomes**

<i>Strategy/Activity</i>	<i>Wellness Dimension(s)</i>	<i>Who's Responsible</i>	<i>Resources needed</i>	<i>Timeline</i>	<i>What is the evidence used to measure impact/outcomes?</i>	<i>Impact Summary of strategy/activity on Health Promotion &amp; Personal Wellness</i>