

2019  
~~2017~~  
ELEMENTARY  
SCHOOL



**SHI** SCHOOL  
HEALTH  
INDEX  
A Self-Assessment and Planning Guide



*April 2019*



U.S. Department of  
Health and Human Services  
Centers for Disease  
Control and Prevention

2019

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Module 1: School Health and Safety Policies and Environment  
Score Card**

**Instructions**

- Carefully read and discuss the Module 1 Discussion Questions (pages 5-36), which contains questions and scoring descriptions for each item listed on this Score Card.
- Circle the most appropriate score for each item.
- After all questions have been scored, calculate the overall Module Score and complete the Module 1 Planning Questions located at the end of this module (pages 38-39).

		Fully in Place	Partially in Place	Under Develop- ment	Not in Place
CC.1	Representative school health committee or team	3	2	1	0
CC.2	Written school health and safety policies	3	2	1	0
CC.3	Communicate health and safety policies to students, parents, staff members, and visitors	3	2	1	0
CC.4	Overcome barriers to learning	3	2	1	0
CC.5	Enrichment experiences	3	2	1	0
CC.6	Local school wellness policy	3	2	1	0
CC.7	Standard precautions policy	3	2	1	0
CC.8	Written crisis preparedness and response plan	3	2	1	0
S.1	Staff development on unintentional injuries, violence, and suicide	3	2	1	0
PA.1	Maintain safe play environment	3	2	1	0
PA.2	Recess	3	2	1	0
PA.3/	Playgrounds meet safety standards	3	2	1	0
S.2					
PA.4	Access to physical activity facilities outside school hours	3	2	1	0
PA.5	Prohibit using physical activity as punishment	3	2	1	0
PA.6	Prohibit withholding recess as punishment	3	2	1	0
N.1	Prohibit using food as reward or punishment	3	2	1	0
N.2	Access to free drinking water throughout the school day	3	2	1	0
N.3	Access to free drinking water throughout the extended school day	3	2	1	0
N.4	Water testing	3	2	1	0
N.5	All foods sold during the school day meet the USDA's Smart Snacks in School nutrition standards	3	2	1	0
N.6	All beverages sold during the school day meet the USDA's Smart Snacks in School nutrition standards	3		1	0
N.7	All foods and beverages served and offered during the school day meet the USDA's Smart Snacks in School nutrition standards	3	2	1	0
N.8	All foods and beverages sold during the extended school day meet the USDA's Smart Snacks in School nutrition standards	3	2	1	0
N.9	All foods and beverages served and offered during the extended school day meet the USDA's Smart Snacks in School nutrition standards	3	2	1	0
N.10	Fundraising efforts during and outside school hours meet the USDA's Smart Snacks in School nutrition standards	3	2	1	0
N.11	Food and beverage marketing	3	2	1	0
N.12	Handwashing practices	3	2	1	0
T.1	Prohibit tobacco use among students	3	2	1	0

**SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL**

T.2	Prohibit tobacco use among school staff members and visitors	3	2	1	0
AOD .1	Prohibit alcohol and other drug use among all students, school staff members, and visitors	3	2	1	0
AOD.2 /T.3	Enforce alcohol, tobacco, and other drug use policies	3	2	1	0
AOD.3 /T.4	Prohibit alcohol and tobacco advertising	3	2	1	0
CHC. 1	Written policies for carry and self-administration of quick-relief medications	3	2	1	0
CHC. 2	Professional development on chronic health conditions	3	2	1	0
SH.1	Non-discrimination on the basis of HIV infection policy	3	2	1	0
SH.2	Confidentiality of HIV status	3	2	1	0
SH.3	Professional development for all staff members on HIV policies or laws	3	2	1	0
SH.4	Professional development for administrators and teachers on HIV, other STD, and pregnancy prevention	3	2	1	0

**COLUMN TOTALS:** For each column, add up the numbers that are circled and enter the sum in this row.

69	30	0	0
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(If you decide to skip any of the topic areas, make sure you adjust the denominator for the Module Score (114) by subtracting 3 for each question eliminated).

**TOTAL POINTS:** Add the four sums above and enter the total to the right.

**MODULE SCORE =**  
(Total Points / 114) X 100

99
87%

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Planning Question 3.** List each of the actions identified in Planning Question 2 on the table below. Use the five-point scales defined below to rank each action on five dimensions (importance, cost, time, commitment, feasibility). Add the points for each action to get the total points. Use the total points to help you choose one, two, or three top priority actions that you will recommend to the School Health Index team for implementation this year. The actions with the highest points should be considered in determining your priority actions.

Importance	How important is the action to my school? 5 = Very important 3 = Moderately important 1 = Not important
Cost	How expensive would it be to plan and implement the action? 5 = Not expensive 3 = Moderately expensive 1 = Very expensive
Time	How much time and effort would it take to implement the action? 5 = Little or no time and effort 3 = Moderate time and effort 1 = Very great time and effort
Commitment	How enthusiastic would the school community be about implementing the action? 5 = Very enthusiastic 3 = Moderately enthusiastic 1 = Not enthusiastic
Feasibility	How difficult would it be to complete the action? 5 = Not difficult 3 = Moderately difficult 1 = Very difficult

Module 1 Actions	Importance	Cost	Time	Commitment	Feasibility	Total Points	Top Priority Action?
<i>Recess will be added to students in Grades K-6 40 minutes</i>	<i>5</i>	<i>5</i>	<i>3</i>	<i>3</i>	<i>3</i>	<i>19</i>	<input checked="" type="checkbox"/>

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Module 2: Health Education**

**Score Card**  
(photocopy before using)

**Instructions**

- Carefully read and discuss the Module 2 Discussion Questions (pages 6-17), which contains questions and scoring descriptions for each item listed on this Score Card.
- Circle the most appropriate score for each item.
- After all questions have been scored, calculate the overall Module Score and complete the Module 2 Planning Questions located at the end of this module (pages 19-20).

		Fully in Place	Partially in Place	Under Develop- ment	Not in Place
CC.1	Health education taught in all grades	3	2	1	0
CC.2	Sequential health education curriculum consistent with standards	3	2	1	0
CC.3	Active learning strategies	3	2	1	0
CC.4	Opportunities to practice skills	3	2	1	0
CC.5	Culturally appropriate activities and examples	3	2	1	0
CC.6	Assignments encourage student interaction with family and community	3	2	1	0
CC.7	Professional development in health education	3	2	1	0
CC.8	Professional development in delivering curriculum	3	2	1	0
CC.9	Professional development in classroom management techniques	3	2	1	0
S.1	Essential topics on preventing unintentional injuries and violence	3	2	1	0
PA.1	Essential topics on physical activity	3	2	1	0
N.1	Essential topics on healthy eating	3	2	1	0
T.1	Essential topics on preventing tobacco use	3	2	1	0
AOD.1	Essential topics on alcohol and other drug use	3	2	1	0
CHC.1	Essential topics on chronic health conditions awareness	3	2	1	0
SH.1	Essential topics for preventing HIV, other STD and pregnancy	3	2	1	0

**COLUMN TOTALS:** For each column, add up the numbers that are circled and enter the sum in this row.

(If you decide to skip any of the topic areas, make sure you adjust the denominator for the Module Score (48) by subtracting 3 for each question eliminated).

33	10	0	0	
<b>TOTAL POINTS:</b> Add the four sums above and enter the total to the right.				43
<b>MODULE SCORE =</b> (Total Points / 48) X 100				90%

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Planning Question 3.** List each of the actions identified in Planning Question 2 on the table below. Use the five-point scales defined below to rank each action on five dimensions (importance, cost, time, commitment, feasibility). Add the points for each action to get the total points. Use the total points to help you choose one, two, or three top priority actions that you will recommend to the School Health Index team for implementation this year. The actions with the highest points should be considered in determining your priority actions.

Importance	How important is the action to my school? 5 = Very important 3 = Moderately important 1 = Not important
Cost	How expensive would it be to plan and implement the action? 5 = Not expensive 3 = Moderately expensive 1 = Very expensive
Time	How much time and effort would it take to implement the action? 5 = Little or no time and effort 3 = Moderate time and effort 1 = Very great time and effort
Commitment	How enthusiastic would the school community be about implementing the action? 5 = Very enthusiastic 3 = Moderately enthusiastic 1 = Not enthusiastic
Feasibility	How difficult would it be to complete the action? 5 = Not difficult 3 = Moderately difficult 1 = Very difficult

Module 2 Actions	Importance	Cost	Time	Commitment	Feasibility	Total Points	Top Priority Action?
Gravide awareness through social media, district website, newsletters or annual topics of alcohol and drug use, chronic health conditions and prevention tobacco use.	5	5	3	3	3	19	✓

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

### Module 3: Physical Education and Physical Activity Programs

**Score Card**  
(photocopy before using)

**Instructions**

1. Carefully read and discuss the Module 3 Discussion Questions (pages 6-17), which contains questions and scoring descriptions for each item listed on this Score Card.
2. Circle the most appropriate score for each item.
3. After all questions have been scored, calculate the overall Module Score and complete the Module 3 Planning Questions located at the end of this module (pages 18-19).

		Fully in Place	Partially in Place	Under Develop- ment	Not in Place
PA.1	150 minutes of physical education per week	3	2	1	0
PA.2	Adequate teacher/student ratio	3	2	1	0
PA.3	Sequential physical education curriculum consistent with standards	3	2	1	0
PA.4	Information and materials for physical education teachers	3	2	1	0
PA.5	Students active at least 50% of class time	3	2	1	0
PA.6	Individualized physical activity and fitness plans	3	2	1	0
PA.7	Prohibit exemptions or waivers for physical education	3	2	1	0
PA.8	Substitutions for physical education	3	2	1	0
PA.9	Health-related fitness	3	2	1	0
PA.10	Promote community physical activities	3	2	1	0
PA.11	Licensed physical education teachers	3	2	1	0
PA.12/CH C.1	Address special health care needs	3	2	1	0
PA.13/ S.1/CHC. 2	Physical education safety practices	3	2	1	0
PA.14/S.2	Physical activity facilities meet safety standards	3	2	1	0
PA.15	Professional development for physical education teachers	3	2	1	0
PA.16	Professional development for classroom teachers	3	2	1	0
PA.17	Participation in intramural programs or physical activity clubs	3	2	1	0
PA.18	Promotion or support of walking and bicycling to and/or from school	3	2	1	0
PA.19	Availability of before- and after-school physical activity opportunities	3	2	1	0
PA.20	Availability of physical activity breaks in classrooms	3	2	1	0
PA.21	Adequate physical activity facilities	3	2	1	0

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**COLUMN TOTALS:** For each column, add up the numbers that are circled and enter the sum in this row.

(If you decide to skip any of the topic areas, make sure you adjust the denominator for the Module Score (63) by subtracting 3 for each question eliminated).

45	12	0	0
<b>TOTAL POINTS:</b> Add the four sums above and enter the total to the right.			
57			
<b>MODULE SCORE =</b> (Total Points / 63) X 100			
90%			



SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Planning Question 3.** List each of the actions identified in Planning Question 2 on the table below. Use the five-point scales defined below to rank each action on five dimensions (importance, cost, time, commitment, feasibility). Add the points for each action to get the total points. Use the total points to help you choose one, two, or three top priority actions that you will recommend to the School Health Index team for implementation this year. The actions with the highest points should be considered in determining your priority actions.

Importance	How important is the action to my school? 5 = Very important 3 = Moderately important 1 = Not important
Cost	How expensive would it be to plan and implement the action? 5 = Not expensive 3 = Moderately expensive 1 = Very expensive
Time	How much time and effort would it take to implement the action? 5 = Little or no time and effort 3 = Moderate time and effort 1 = Very great time and effort
Commitment	How enthusiastic would the school community be about implementing the action? 5 = Very enthusiastic 3 = Moderately enthusiastic 1 = Not enthusiastic
Feasibility	How difficult would it be to complete the action? 5 = Not difficult 3 = Moderately difficult 1 = Very difficult

Module 3 Actions	Importance	Cost	Time	Commitment	Feasibility	Total Points	Top Priority Action?
<i>To promote physical activity both inside and outside the classroom</i>	5	5	5	3	3	21	✓

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Module 4: Nutrition Environment and Services**

**Score Card**  
(photocopy before using)

**Instructions**

- Carefully read and discuss the Module 4 Discussion Questions (pages 5-12), which contains questions and scoring descriptions for each item listed on this Score Card.
- Circle the most appropriate score for each item.
- After all questions have been scored, calculate the overall Module Score and complete the Module 4 Planning Questions located at the end of this module (pages 14-15).

		Fully in Place	Partially in Place	Under Develop- ment	Not in Place
N.1	Breakfast and lunch programs	3	2	1	0
N.2	School breakfast	3	2	1	0
N.3	School lunch	3	2	1	0
N.4	Variety of offerings in school meals	3	2	1	0
N.5	Healthy food purchasing and preparation practices	3	2	1	0
N.6	Venues outside the cafeteria offer fruits and vegetables	3	2	1	0
N.7	Promote healthy food and beverage choices and school meals using Smarter Lunchroom techniques	3	2	1	0
N.8	Adequate time to eat school meals	3	2	1	0
N.9	Collaboration between school nutrition services staff members and teachers	3	2	1	0
N.10	Annual continuing education and training requirements for school nutrition services staff	3	2	1	0
N.11/ S.1	Clean, safe, pleasant cafeteria	3	2	1	0
N.12/S.2	Food safety training	3	2	1	0
N.13/S.3	Preparedness for food emergencies	3	2	1	0
N.14	Farm to School activities.	3	2	1	0

**COLUMN TOTALS:** For each column, add up the numbers that are circled and enter the sum in this row.

36	0	0	0
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(If you decide to skip any of the topic areas, make sure you adjust the denominator for the Module Score (42) by subtracting 3 for each question eliminated).

**TOTAL POINTS:** Add the four sums above and enter the total to the right.

36
86%

**MODULE SCORE =**  
(Total Points / 42) X 100

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Planning Question 3.** List each of the actions identified in Planning Question 2 on the table below. Use the five-point scales defined below to rank each action on five dimensions (importance, cost, time, commitment, feasibility). Add the points for each action to get the total points. Use the total points to help you choose one, two, or three top priority actions that you will recommend to the School Health Index team for implementation this year. The actions with the highest points should be considered in determining your priority actions.

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Time	How much time and effort would it take to implement the action? 5 = Little or no time and effort 3 = Moderate time and effort 1 = Very great time and effort
Commitment	How enthusiastic would the school community be about implementing the action? 5 = Very enthusiastic 3 = Moderately enthusiastic 1 = Not enthusiastic
Feasibility	How difficult would it be to complete the action? 5 = Not difficult 3 = Moderately difficult 1 = Very difficult

Module 4 Actions	Importance	Cost	Time	Commitment	Feasibility	Total Points	Top Priority Action?
<i>Study the possibility of having venues outside of the cafeteria to offer fruits and vegetables</i>	3	1	3	3	3	13	✓

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Module 10: Family Engagement**

**Score Card**  
(photocopy before using)

**Instructions**

- Carefully read and discuss the Module 10 Discussion Questions (pages 5-9), which contains questions and scoring descriptions for each item listed on this Score Card.
- Circle the most appropriate score for each item.
- After all questions have been scored, calculate the overall Module Score and complete the Module 10 Planning Questions located at the end of this module (pages 10-11). Be sure to keep your documentation from the small groups to support your recommendations.

		Fully in Place	Partially in Place	Under Develop- ment	Not in Place
CC.1	Communication with families	3	2	1	0
CC.2	Parenting strategies	3	2	1	0
CC.3	Family engagement in school decision making	3	2	1	0
CC.4	Family volunteers	3	2	1	0
CC.5	Family engagement in learning at home	3	2	1	0
CC.6	Family access to school facilities	3	2	1	0
CC.7	Professional development on family engagement strategies	3	2	1	0
CC.8	Professional development to assist parents seeking services	3	2	1	0
CC.9	School health updates for families	3	2	1	0
N.1	Student and family involvement in the school meal programs and other foods and beverages sold, served and offered on school campus.	3	2	1	0

**COLUMN TOTALS:** For each column, add up the numbers that are circled and enter the sum in this row.

(If you decide to skip any of the topic areas, make sure you adjust the denominator for the Module Score (30) by subtracting 3 for each question eliminated).

17	8	2	0
<b>TOTAL POINTS:</b> Add the four sums above and enter the total to the right.			27
<b>MODULE SCORE =</b> (Total Points / 30) X 100			73 %

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Planning Question 3.** List each of the actions identified in Planning Question 2 on the table below. Use the five-point scales defined below to rank each action on five dimensions (importance, cost, time, commitment, feasibility). Add the points for each action to get the total points. Use the total points to help you choose one, two, or three top priority actions that you will recommend to the School Health Index team for implementation this year. The actions with the highest points should be considered in determining your priority actions.

Importance	How important is the action to my school? 5 = Very important 3 = Moderately important 1 = Not important
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Time	How much time and effort would it take to implement the action? 5 = Little or no time and effort 3 = Moderate time and effort 1 = Very great time and effort
Commitment	How enthusiastic would the school community be about implementing the action? 5 = Very enthusiastic 3 = Moderately enthusiastic 1 = Not enthusiastic
Feasibility	How difficult would it be to complete the action? 5 = Not difficult 3 = Moderately difficult 1 = Very difficult

Module 10 Actions	Importance	Cost	Time	Commitment	Feasibility	Total Points	Top Priority Action?
<i>To promote parent strategies through parent support activities at the school and on social media</i>	5	3	3	3	3	17	✓

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Module 11: Community Involvement**

**Score Card**  
(photocopy before using)

**Instructions**

- Carefully read and discuss the Module 11 Discussion Questions (pages 5-9), which contains questions and scoring descriptions for each item listed on this Score Card.
- Circle the most appropriate score for each item.
- After all questions have been scored, calculate the overall Module Score and complete the Module 11 Planning Questions located at the end of this module (pages 10-11). Be sure to keep your documentation from the small groups to support your recommendations.

		Fully in Place	Partially in Place	Under Develop- ment	Not in Place
CC.1	Community involvement in school decision making	3	2	1	0
CC.2	Community volunteers	3	2	1	0
CC.3	Community involvement in school health initiatives	3	2	1	0
CC.4	Community-wide health promotion events	3	2	1	0
CC.5	Out-of-school programs	3	2	1	0
CC.6	Community involvement in improving student health	3	2	1	0
CC.7	Student involvement with community organizations	3	2	1	0
CC.8	Partnerships with community healthcare providers	3	2	1	0
CC.9	Agreement with community partners	3	2	1	0

**COLUMN TOTALS:** For each column, add up the numbers that are circled and enter the sum in this row.

(If you decide to skip any of the topic areas, make sure you adjust the denominator for the Module Score (27) by subtracting 3 for each question eliminated).

9	8	2	0
<b>TOTAL POINTS:</b> Add the four sums above and enter the total to the right.			19
<b>MODULE SCORE =</b> (Total Points / 27) X 100			70%

SCHOOL HEALTH INDEX – ELEMENTARY SCHOOL

**Planning Question 3.** List each of the actions identified in Planning Question 2 on the table below. Use the five-point scales defined below to rank each action on five dimensions (importance, cost, time, commitment, feasibility). Add the points for each action to get the total points. Use the total points to help you choose one, two, or three top priority actions that you will recommend to the School Health Index team for implementation this year. The actions with the highest points should be considered in determining your priority actions.

Importance	How important is the action to my school? 5 = Very important 3 = Moderately important 1 = Not important
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Commitment	How enthusiastic would the school community be about implementing the action? 5 = Very enthusiastic 3 = Moderately enthusiastic 1 = Not enthusiastic
Feasibility	How difficult would it be to complete the action? 5 = Not difficult 3 = Moderately difficult 1 = Very difficult

Module 11 Actions	Importance	Cost	Time	Commitment	Feasibility	Total Points	Top Priority Action?
Try to increase community involvement through community volunteers.	5	5	3	3	3	19	✓