

National Healthy Schools Award Application Readiness Checklist

The National Healthy Schools Award acknowledges schools implementing program and policy changes promoting physical activity and healthy eating for students and staff. This National Healthy Schools Award Application Readiness Checklist is a valuable tool that can help schools determine if they are ready to apply for the National Healthy Schools Award.

	Yes! We are ready!	Not quite there
1. Our school has updated our Healthy Schools Program Assessment this school year and based on our answers, qualifies to apply for an award.	<input type="checkbox"/>	<input type="checkbox"/>
2. Our school has a School Wellness Committee that has met at least 4 times during the school year and we can provide a list of the members and their contributions.	<input type="checkbox"/>	<input type="checkbox"/>
3. Our school is working with school food personnel at the school or district level to ensure that our Breakfast and Lunch program meet the criteria.	<input type="checkbox"/>	<input type="checkbox"/>
4. Our school has reviewed or used the Smart Snacks resources , Product Calculator and/or Product Navigator to ensure our products are compliant.	<input type="checkbox"/>	<input type="checkbox"/>
5. Our school has reviewed the Health Education essential topics on physical activity and healthy eating in the Healthy Schools Program Framework of Best Practices (pages 9 & 10) and verified that a majority of these are covered.	<input type="checkbox"/>	<input type="checkbox"/>
6. Our school has completed an Employee Wellness Survey this year and used the results to develop our Employee Wellness program.	<input type="checkbox"/>	<input type="checkbox"/>
7. Our school has the required amount Physical Education time as stated in the Healthy Schools Program Framework of Best Practices (page 12) and it appears on the master schedule and/or is required by school board policy.	<input type="checkbox"/>	<input type="checkbox"/>
8. Our school has reviewed the information on the National Healthy Schools Award web page and the National Healthy Schools Award Application Online Help .	<input type="checkbox"/>	<input type="checkbox"/>
9. Our school has shared written communication to students, staff and parents prior to January 1, 2016 regarding practices not outlined in the district wellness policy. See the Healthy Schools Assessment Guide (criteria: 105, 107-112 & 114) for more information regarding practices to be communicated or addressed through policy.	<input type="checkbox"/>	<input type="checkbox"/>

Have some **Not Quite There** responses? Our [Content Advisors](#) can help with steps to meet criteria, providing evidence and getting your school ready to apply! Also check our online [Resources](#). **Remember-** All criteria and evidence of success should be in place at least 30 days prior to the submission of the application

Important Dates	Details
November 1st	Application period opens. Schools are encouraged to begin the application process as soon as they qualify.
March 1st	Early Bird Deadline- find out early about your application status (Note: any gold applications will be held until the end of the review period).
April 15	Final deadline – all applications due!