

Step 1: Assemble the School Health Index Team

Title: Chapter 4; Using the School Health Index. Step 1: Assemble the School Health Index Team. Image of Active Child icon.

Video Summary

- The team should consist of a cross-section of school representatives and community members.
- The number of members on your team will vary, based on staffing, resources, and roles.
- The School Health Index coordinator is responsible for keeping the team motivated and focused on its goals.

Audio Script

Your first step is to identify a team of people who will be responsible for completing the School Health Index.

You may choose to create a new team or use an existing team, such as the School Health Council or team. The number of members on your team will vary, based on staffing, resources, and roles. However, a group effort is very important to capture a diversity of opinions and experiences for meaningful assessment and successful planning and implementation. The team should consist of a cross-section of school representatives and community members. Representation of as many segments of the community as possible can enrich the level of discussion and acceptance of proposed activities.

Getting support from school administrators greatly improves overall commitment to completing the School Health Index and implementing the School Health Improvement Plan. Having school and district-level administrators on the team can facilitate implementation of identified changes.

You will also need to identify a coordinator to lead the team's efforts. The identity of the School Health Index coordinator varies from school to school. Some schools have found that it is best to have individuals from outside of the school facilitate the process. These individuals are removed from school politics and can be neutral in helping staff deal with internal conflicts.

The School Health Index coordinator is responsible for keeping the team motivated and focused on its goals. Team members may have other priorities, so it is important for the coordinator to maintain the team's cohesiveness and encourage the team members to implement their proposed actions. A strong coordinator can be pivotal to the success of the School Health Index.

Functions of the School Health Index coordinator include to:

- Help gain administrative buy-in;
- Assist the school in establishing a School Health Index team;
- Secure time to work on the School Health Index;

- Facilitate the team through the process;
- Follow up with the implementation of the School Health Improvement Plan; and