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Appendix 2: Examples of Health Promoting Schools policies

Example 1: A Health Promoting School policy

INTRODUCTION

The school's Health Promoting School policy will bring together those health promotion issues that are priority areas in our school community, as well as those issues that are part of the mandate of the education department. We will take into account acts and regulations that have an impact on the health and safety of the school community to ensure the well being of all members of our school community.

Our HPS policy will be developed around the components – Curriculum, teaching and learning; School organisation, ethos and environment; and Partnerships and services. All existing and future policy related to school health promotion will be incorporated in the school's HPS policy.

Our HPS policy will ensure that all members of the school community will work and play in a stimulating learning environment with a sense of health and wellbeing, safety and security.

OBJECTIVES

Curriculum, teaching and learning

- Develop consistent and coherent cross-curriculum approaches to health promotion issues across all years of schooling.
- Develop in-service and professional development programs for teaching and non-teaching staff in the philosophy underpinning HPS.

School organisation, ethos and environment

- Coordinate school community regulations, rules and standards concerning all health promotion issues within a HPS framework.
- Provide school organisational support and resources to ensure a safe and secure school environment.
- Respond promptly to legislative requirements concerning the health and safety of members of the school community.

Partnerships and services

- Establish networks with parents, community organisations and those with skills and expertise in health promotion.

RATIONALE

There is strong evidence that there is a relationship between the school environment and the health and safety of its members. The audit of health issues of concern to the school has resulted in the understanding that health promotion is not just the responsibility of health education teachers, and that all members of the school community have a role to play. There is a need to establish partnerships between school students, staff, parents and local community organisations to take a whole school approach to health promotion issues. The success of the HPS approach in schools globally and nationally is evidence that this approach will be the most effective way for our schools to promote the health and wellbeing of the school community.

Specific health issues as they arise will be incorporated into the whole school approach, and will be included within one of the three components of the HPS framework — that is, Curriculum, teaching and learning; School organisation, ethos and environment; and Partnerships and services.

Example 1 continued

ACTIONS

Curriculum, teaching and learning

- Working group to conduct an audit of curriculum programs that include health promotion content and issues.
- School staff to use information from the audit to develop a table of cross-curriculum outcomes in the area of health education and health promotion.
- School library staff to:
 - establish links with groups such as occupational health and safety, community health organisations and government agencies to provide current information and research on health promotion issues
 - collate information on HPS initiatives and specific health related issues to disseminate to staff, students and parents.

School organisation, ethos and environment

- Establish a HPS working group with representatives from key stakeholders in the school community.
- Working group to:
 - develop and conduct a survey of the school environment to identify health and safety risks and hazards
 - use the results of the survey to develop strategies to eliminate or reduce health and safety risks.
- Prepare a budget for and assessment of resources required to implement HPS policy.

Partnerships and services

- Plan and implement a HPS forum to raise awareness of the approach with parents and community organisations, and to encourage involvement in future planning and implementation of the policy.

IMPLEMENTATION

The final policy, including the timeline for implementation, will be disseminated to all key stakeholders. The policy will be implemented over a two-year period, with the curriculum initiatives to be completed by the end of the first semester, and the priority health issues covered over the two years.

Indicators will be established to monitor implementation of actions and the effect of the actions on the health and safety of the school community and, in particular, the actions concerned with coordination of the food safety curriculum and school community procedures for ensuring food safety.

MONITORING AND EVALUATION

- The HPS working party, in collaboration with the school administration and parent groups, will review commitment of funding and resources to ensure effective implementation of the policy and continuation of the actions.
- The process of the development, content of policy, and effectiveness of implementation will be reviewed every 12 months.
- Occupational health and safety inspection of the whole school environment will be organised at regular intervals.
- Information dissemination will continue through newsletters, email and other appropriate media.

Example 2

Example 2: An issues-based school policy for food safety

The school community, in partnership with parents, families and the wider community, adopted a Health Promoting Schools (HPS) approach to provide an overarching framework for all relevant health issues and concerns. A HPS policy was developed to describe the school community's values and beliefs about providing for the health, safety and wellbeing of school community members. The school's HPS policy is available on the school's web site.

As a result of input from the parents' group and information received from health agencies, the school identified food safety as an issue of concern. The school's policy on food safety was developed within the three components of the HPS framework.

OUR FOOD SAFETY POLICY

Curriculum, teaching and learning

- Food safety will be included across the curriculum as a result of collaborative planning by school staff.
- There will be an emphasis on student-centred learning and providing multiple opportunities for students to demonstrate learning outcomes related to food safety.
- Parents and other members of the school community will be made aware of the food safety issues being covered through the teaching and learning program.
- School staff will undertake professional development in food safety concepts and procedures.

School organisation, ethos and environment

- The school policy will be made available to all members of the school community and opportunities for discussion about the policy provided through parent and school council meetings and newsletters.
- Students, staff and visitors to the school will have access to safe food and safe eating areas.
- School safety officers, in collaboration with workplace health and safety and occupational safety officers and canteen staff, will monitor the health and safety of food preparation and eating areas in the school.
- Teachers and canteen staff will act as role models in ensuring food safety procedures are followed.
- Students, teachers and non-teaching staff will have opportunities to contribute to food safety issues.

Partnerships and services

- There will be school recognition of the central role of families in supporting learning about food safety.
- School community members will be continually involved in the initiation, development and implementation and revision of school food safety policies and programs.
- Health, welfare and local community agencies will be included in the implementation and further development of school food safety education and procedures.
- The school will obtain relevant and current expert advice concerning food safety.
- The school community will encourage mutually supportive relationships between the school, business, government and non-government agencies in promoting food safety.

This whole school approach provides a systematic approach to planning and delivery of learning about food safety in the school environment, illustrating the school's continuing responsibility for the care, health and safety of the whole school community.

Example 3

Example 3: An issues-based school policy for food safety

INTRODUCTION

The school's HPS policy will bring together those health promotion issues that are priority areas in our school community, as well as those issues that are part of the mandate of the education department. We will take into account acts and regulations that have an impact on the health and safety of the school community to ensure the wellbeing of all members of our school community.

Our HPS policy will be developed around the components – Curriculum, teaching and learning; School organisation, ethos and environment; and Partnerships and services. All existing and future policy related to school health promotion will be incorporated in the school's HPS policy.

Our HPS policy will ensure that all members of the school community will work and play in a stimulating learning environment with a sense of health and wellbeing, safety and security.

OBJECTIVES

Curriculum, teaching and learning

- Develop an integrated cross-curriculum approach to food safety, particularly in the learning areas of home economics, health, physical education, science and studies of society, for delivery to all students in Years 9 and 10.
- Develop in-service and professional development programs for teaching and non-teaching staff in food safety concepts and procedures.

School organisation, ethos and environment

- Develop a whole school approach to food safety with all school members taking responsibility for food safety.
- Integrate the food safety policy into the school's HPS policy.
- Provide safe storage for food brought to school by staff and students.
- Designate appropriate areas of the school as safe and pleasant eating places.
- Provide support to enable the school canteen staff to comply with food safety regulations.
- Provide appropriate procedures for the delivery of food to the school canteen.

Partnerships and services

- Establish networks with parents, community organisations and those with skills and expertise in food safety — for example, occupational health and safety officers, canteen organisations, and community health and nutrition personnel.

RATIONALE

There is strong evidence of the relationship between health and education and the influence of the school environment on the health and safety of its members. The audit of health issues of concern to the school has resulted in the understanding that health promotion is not just the responsibility of health education teachers, and that all members of the school community have a role to play. There is a need to establish partnerships between school students and staff, parents and local community organisations to take a whole school approach to health promotion issues. The success of the HPS approach in schools globally and nationally is evidence that this approach will be the most effective way for our school to promote the health and wellbeing of the school community.

Specific health issues as they arise will be incorporated into the whole school approach, and will be included within one of the three components of the HPS framework — that is, Curriculum, teaching and learning; School organisation, ethos and environment; and Partnerships and services.

Example 3 continued

ACTIONS

Curriculum, teaching and learning

- School staff to conduct an audit of curriculum programs that deal with issues of nutrition and food safety.
- School staff to develop cross-curriculum nutrition and food safety outcomes for students in Years 9 and 10.
- School library staff to:
 - establish links with groups such as occupational health and safety, community health organisations and government agencies to gain current information and research on food safety issues
 - collate information on food safety issues to disseminate to staff, students and parents.

School organisation, ethos and environment

- Establish a food safety working group with representatives from key stakeholders in the school community.
- Food safety working group to:
 - survey students to ascertain where students eat lunch, and where their food is stored
 - identify food safety risks associated with the school environment
 - develop strategies to reduce the risks associated with eating areas and storage of food.
- Prepare a budget for and assessment of resources required to implement the food safety policy.

Partnerships and services

- Use *Food safety matters* to plan and implement safe food forums for parents and key stakeholders (for example, canteen staff) to raise awareness of food safety.

IMPLEMENTATION

The final policy, including the timeline for implementation, will be disseminated to all key stakeholders. The policy will be implemented over a two-year period, with the curriculum initiatives to be completed by the end of the first semester, and the priority health issues covered over the two years.

Indicators will be established to monitor implementation of actions and the effect of the actions on the health and safety of the school community, and in particular the actions concerned with coordination of the food safety curriculum and school community procedures for ensuring food safety.

MONITORING AND EVALUATION

- The HPS working party, in collaboration with the school administration and parent groups, will review commitment of funding and resources to ensure effective implementation of the policy and continuation of the actions.
- The process of the development, content of policy, and effectiveness of implementation will be reviewed every twelve months.
- Occupational health and safety inspection of the whole school environment will be organised at regular intervals.
- Information dissemination will continue through newsletters, email and other appropriate media.