



Activity Evaluation Guidelines

Activity Description and Time Frame

- Provide the title, a brief description and a time frame for the activity

Healthy Schools Component Addressed

- Place a check mark beside the component the activity addressed. Choose all that apply. If you are unsure, read the descriptions below:

Quality Instruction and Programs	Healthy Physical Environment	Supportive Social Environment	Community Partnerships
Quality instruction provides students with a wide range of opportunities to learn, practise, and demonstrate knowledge and skills related to living a healthy life. It also allows opportunities for teachers and support staff to participate in professional learning opportunities.	A safe and healthy physical environment improves the conditions for learning. The physical environment includes the school building and grounds, routes to and from the school, and materials and equipment used in school programs.	A supportive social environment has a positive impact on students' learning. Many practices within a school foster such an environment. Students, teachers, and parents can benefit from the support provided, which may be formal (e.g., school policies, rules, clubs, or support groups) or informal (e.g., free play).	Community partnerships provide access to resources and services available to support staff, students, and families in the development and implementation of healthy schools initiatives. (e.g., Public Health, Police, Parks and Recreation).

Who helped plan/deliver the activity?

- Place a check mark in the box that corresponds to those people that were involved in the Healthy School Committee or in the planning and implementation of the activity. Choose all that apply
- Community includes members of the school community (i.e., volunteers). Staff includes principal/vice-principal, teacher, administrator and support staff

Resources Used

- Place a check mark in the box beside the resources used to implement the activity. Choose all that apply. If you choose 'Other', list the resources used

Services Used

- Place a check mark in the box beside the external services (agencies or organizations) used to implement the activity. Choose all that apply. If you choose 'Other' please list the services used (e.g., volunteers). Note that local business may include grocery stores etc.

Costs involved

- Provide an estimate of cost incurred or money spent by the school administration and/or school council (i.e., fundraising) to implement the activity (e.g., \$50 for prizes)
- Provide an estimate of amount of money spent from external funds including where or who the funds came from (e.g., Food for Learning).

Who was reached and how?

- Place a check mark in the box beside the expected target group. Choose all that apply
- Place a letter in the space provided that represents the method used to reach those targeted (see legend at bottom of chart). Choose all that apply
- If you choose 'Other' please list the method used (e.g. prizes, incentives, food, activity).
- Check the box at the bottom of this section if you have completed a participant evaluation (Tool #42 in this Toolkit). If you have not completed an evaluation, consider doing one to assess the effectiveness of the activity.

Other Comments

- Provide any other comments or suggestions in the space provided. Keep in mind what worked well, challenges and plans for next year.