



Assessing Chronic Disease Friendly School Policies and Practices Project Checklist

Project Goal:

- **Individual/Group Grantees:** Complete an assessment of your school's policies as they relate to asthma, diabetes, or other chronic conditions of your choosing and present this information to your school administrators or school board.

Preparation:

- Download copies of the asthma friendly school policy checklist form and presentation template.
- If you are reviewing other school policies not solely related to asthma, consider using the Healthy CPS checklist, <http://cps.edu/SiteCollectionDocuments/HealthyCPSChecklist.pdf>
- Locate your school policy manual and request permission to review the policies.
- Review the manual to locate policies related to school health services and coordination and a healthy school environment.
- Use the asthma friendly school policy checklist form or other policy checklist form to assess the gaps in chronic disease related school policies and procedures at your school.
- Time permitting, consider meeting with a maintenance or facilities staff person to learn more about the environmental policies and practices at your school or in your district
- Schedule a time to meet with school administrators or the school board to present your findings. If needed, use the school policy presentation template to fill in your findings and recommendations.

Follow-Up:

- Present your findings to the school administrators or school board; note how the recommendations are received and if any action steps are taken as the result of your recommendations

Report Results:

- Complete the outcomes report form and return it to BJ Biskupiak by May 31, 2021

For More Information:

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