



Southampton HEYA Action Plan Template: Physical Activity

The purpose of this template is to enable you to record your action plan following training and the cascading of information to your staff team. It helps you to identify the gaps in your physical activity provision and/or practice.

<p>Which of these areas do you need to make improvements on in order to work towards achieving the silver Physical Activity award?</p>	<input type="checkbox"/> Policy <input type="checkbox"/> Environment <input type="checkbox"/> Curriculum and monitoring <input type="checkbox"/> Meeting physical activity guidelines <input type="checkbox"/> Environmental rating scales <input type="checkbox"/> Communicating messages home <input type="checkbox"/> Staff training and CPD <input type="checkbox"/> Staff Health & wellbeing	<p>Evaluation - Comments and updates following development You must complete this section</p>
<p>Targets and Actions:</p> <p>What are your desired goals and how do you plan to address these gaps?</p> <p>(Please specify each action - you can enlarge this box to make it as big as you need to record enough detail)</p>		
<p>Time / completion date</p> <p>When do you intend to address these gaps by? Please state the planned completion or review date.</p>		
<p>Who is responsible for carrying this out?</p>		
<p>Success criteria</p> <p>How will you know when you have addressed these gaps? (e.g. Rating scale scores have improved, evidence of less sedentary behaviour, all staff received PA training including new staff members, regular slot allocated in newsletter to share PA ideas with parents at home)</p>		
<p>How does your setting intend to consult with parents and carers about making additional changes at silver level?</p>		
<p>How does your setting intend to consult with staff / committee about making additional changes at silver level?</p>		