

PEER-TO-PEER LEARNING TOOL FOR PRINCIPALS AND WELLNESS CHAMPIONS

Office of Student Health & Wellness Healthy CPS Network Specialist: Supports for Schools

What is this Handout?

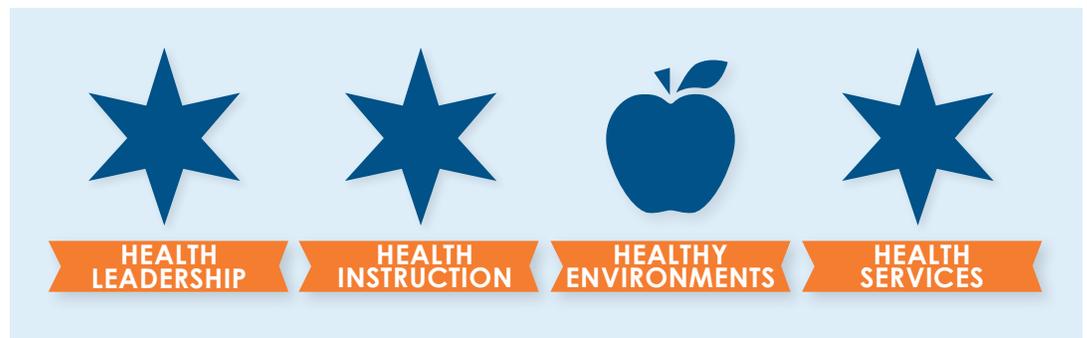
This tool seeks to provide insights for the Principals and Wellness Champions as to how the Healthy CPS Network Specialist can support Principals and Wellness Champions with health and wellness-related programming, Healthy CPS achievement, and related issues. Information in this tool was compiled from key informant interviews with the Healthy CPS Network Specialist, the Network Chief, Principals/Assistant Principals, Wellness Teams, Wellness Champions, and CPS Office of Student Health and Wellness leadership between 2020-2022.

Do You Know the Healthy CPS Network Specialist?

In order to promote and enhance the Office of Student Health and Wellness (OSHW) efforts to support and improve the health and wellbeing of all students, Chicago Public Schools (CPS) introduced the Healthy CPS Network Specialist to Network 5 (N5) schools at the beginning of SY 20-21.

The Healthy CPS Network Specialist serves as a navigator and technical assistance (TA) provider for N5 schools and supports them in achieving Healthy CPS and working towards their own school health and wellness goals.

[Healthy CPS](#) demonstrates a school's commitment to supporting the health and wellbeing of all students. Encompassing over 50 policies, Healthy CPS assists schools in eliminating health-related barriers to learning by providing guidance for health education, physical activity, school health services, support for students with chronic conditions, and more. Together, the four Healthy CPS badges, Health Leadership, Health Instruction, Healthy Environments, and Health Services, provide a framework for schools to create a culture of health in support of the whole child.



HOW CAN THE SPECIALIST HELP PRINCIPALS?

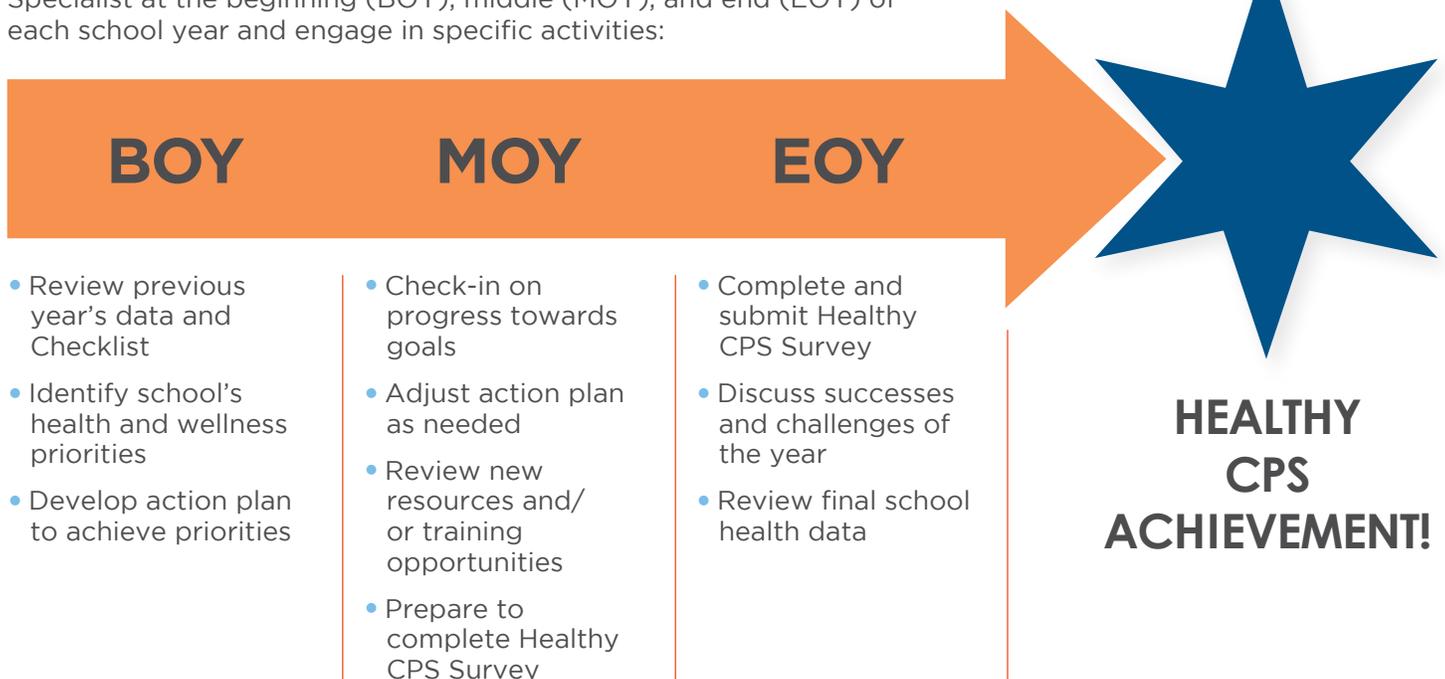
- ★ Assign a Wellness Champion and other required roles (e.g., Medicaid Designee, Health/Sexual Health Services Designee)
- ★ Assemble a Wellness Team
- ★ Communicate with the Network and OSHW about their own school's health and wellness priorities
- ★ Assess their current status towards achieving Healthy CPS
- ★ Improve compliance with health and wellness policies
- ★ Become aware of outside funding and training opportunities that would support school's health and wellness efforts
- ★ Stay in the know about Healthy CPS, OSHW, and Network updates

HOW CAN THE SPECIALIST HELP WELLNESS CHAMPIONS?

- ★ Review and understand their Healthy CPS Report and the Healthy CPS Checklist
- ★ Create an action plan for achieving different badge criteria from the Checklist
- ★ Improve engagement with parents around school's health and wellness priorities
- ★ Organize and plan Wellness Team meetings
- ★ Quickly access helpful OSHW resources and links
- ★ Connect with external partners to support identified school health and wellness priorities
- ★ Understand the school's Healthy CPS data and how to access it

Healthy CPS Timeline

At a minimum, Wellness Champions can expect to meet with the Specialist at the beginning (BOY), middle (MOY), and end (EOY) of each school year and engage in specific activities:



How does the Healthy CPS Network Specialist Support Badge Achievement?

Healthy CPS Support Examples*			
Badge/Focus Area	Achievement of this:	The Specialist can help schools achieve Healthy CPS and support schools' health and wellness priorities by:	What Principals and Wellness Champions in Network 5 are saying about the support they've received from the Specialist:
 <p>Health Leadership</p>	<p>Ensures that staff are appropriately trained to support student health and are designating specific roles to select staff members to support health and wellness.</p>	<ul style="list-style-type: none"> Supporting the Principal in nominating a Wellness Champion and other required roles Supporting the Wellness Champion in assembling a Wellness Team to include: a Pre-K representative, Garden Coordinator, parent, student, and /or partner organization Connecting the school with internal and external professional development and training opportunities Supporting compliance with required staff trainings by sending reminders to Wellness Champion about deadlines and updates on staff training completion rates Helping the school identify a non-nurse staff member to be trained as the diabetes Delegated Care Aide (DCA) 	<p><i>"I did run different things by [the Specialist] to make sure that it was lined up...She was supportive [of the wellness team]...making sure that it was the right thing to put under to fill that particular goal."</i> — Wellness Champion</p> <p><i>"[The Specialist] did help us identify things that we needed to work on. So the first year, getting trained for sexual health education...we did get a couple of people get certified for CPR [too]."</i> — Wellness Champion</p> <p><i>"She assisted me with preparing agendas, how they should look, how the meetings should run, who should be there and [set] expectations in terms of the checklist and how to proceed throughout the school year."</i> — Wellness Champion</p>
 <p>Health Instruction</p>	<p>Indicates that schools are providing adequate instruction for nutrition, physical, health, and sexual health education.</p>	<ul style="list-style-type: none"> Connecting school with an approved partner organization that provides curriculum, teaches lessons, and develops parent materials for sexual health education Supporting Wellness Champion in planning the three forms of notification that must go out to parents/ guardians for sexual health education Bringing in local community based organization to provide nutrition education to students Supporting Wellness Champion in ensuring that all students are being programmed into physical education 	<p><i>"So we were able to obtain two individuals from a college to teach our sex ed. class and...[the Specialist] ... had a connection with [that resource]."</i> — Principal</p> <p><i>"We have a CBO come in because we would not be able to meet our PE minutes otherwise...we had to tweak a few things... to have it meet the criteria...getting in the weeds on what's in the curriculum and who's providing what. So [the Specialist] was helpful with that."</i> — Wellness Champion</p>
 <p>Healthy Environments</p>	<p>Indicates that schools are fostering environments that support the health and wellness of their students.</p>	<ul style="list-style-type: none"> Problem solving with Wellness Champion on how to socialize and promote Healthy Celebrations, so that parents, students, and staff understand the policy and its rationale Supporting the school in developing a Medical Emergency Preparedness plan Working with the Garden Coordinator to help the school become Eat What You Grow Certified Facilitating the creation of community partnerships that provide supplemental physical activity for students 	<p><i>"Working with the Specialist during the vaccination clinics... she was able to just help me understand...different areas, not just sexual health or not just PE...she really understood how it impacts the schools"</i> — OSHW Staff</p> <p><i>"Because the Specialist constantly meets with my team, it reminded me...'Hey, we need a school garden.' So the Specialist was able to say... 'Let's make that happen'... I have a partner in the building by the name of XXX."</i> — Principal</p>

Healthy CPS Support Examples*

Badge/Focus Area	Achievement of this:	The Specialist can help schools achieve Healthy CPS and support schools' health and wellness priorities by:	What Principals and Wellness Champions in Network 5 are saying about the support they've received from the Specialist:
 <p>Health Services</p>	<p>Ensures that schools are providing student access to healthcare services that impact learning.</p>	<ul style="list-style-type: none"> Supporting the planning of how to distribute student health and school forms booklets to parents and how to improve completion of the school-based dental and vision consent forms Connecting school with a medical van resource Meeting with Wellness Champion to review medical compliance data and discuss any necessary next steps to improve Sending reminders about upcoming hearing and vision screening opportunities for students 	<p><i>"Getting the kids with their paperwork and medical stuff in...even though we have a clinic attached to our school... [the Specialist] helped me out with getting that stuff in...to then be able to service the kids in a more effective way."</i> — Wellness Champion</p> <p><i>"[The Specialist] communicates in a timely manner and she gives us enough time to complete the items that we need in order to be compliant. So I appreciate that because we wanna be a healthy school."</i> — Principal</p>
<p>Other School Health & Wellness Priorities</p>	<p>Ensures that the health and wellness activities of a school are tailored to the schools' needs and support creating a school culture of health.</p>	<ul style="list-style-type: none"> Engaging in protocol walks to help schools think through different ways to keep students safe and healthy Updating schools on protocols and resources related to COVID-19, other infectious diseases, and public health issues Setting up a resource room to support students' material needs Providing guidance on how to engage parents and supporting schools who have parents with health and wellness needs that require more intensive follow-up Facilitating student engagement/ leadership opportunities 	<p><i>"Best practices as far as communicating with families and students... [the Specialist's] support with that, as far as a conversation/ thought partner... really helped us kind of work out all the kinks and kind of do that as well as we did this year."</i> — Principal</p> <p><i>"The students wanted to change the menu. And the Specialist was able to connect me...And the nutrition team actually came over and spoke to the students to talk about the lunch menu."</i> — Principal</p>

Acknowledgments

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* As part of the process evaluation of this new initiative and position, a series of interviews were conducted to explore the perceived value and functioning of the Specialist. The examples and quotations shown in the table were collected through these process evaluation interviews.