

Healthy Together (HT) Policy Checklist

This policy checklist is an idea generator and tracking tool for actions you are already taking, or would like to start, in your organization and community to promote healthy families and the principles of the Healthy Together program. All of the ideas come from Healthy Together program facilitators and administrators across Canada.

We would appreciate checking in with you to see what steps you have taken (and may already be taking) towards policy changes in your organization and community 6 months and one year after receiving this checklist.

Thank you for your work towards policy changes at the levels of your organization, community and beyond!

The Healthy Together Team

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1) Organisational level changes	N/A	In Progress	Completed	Notes
a) Program level policy changes				
Healthy snacks available at all family programs, staff meetings and events as found in the Canada food guide				
Eliminate drinks with added sugar and offer water (sometimes with fruit or veggies added) or milk				
Eliminate candy and sweets from programs				
Encourage and teach staff and participants to read food labels				
Program sessions to include at least 10 minutes of fun physical activity, outdoors when possible				
Embrace Physical Activity in best practices for programs				
Program curriculum to include topics about healthy eating and physical activities				
Involve children in food preparation and snack choices				
Display HT posters during other programs				
Use HT planning sheets for other programs				
Use HT model for home visiting program				
Increased outdoor play opportunities in Calendar of Activities				

Refer families to healthy community programs like healthy harvest box and community gardens				
Refer families to healthy and free activities in the community				
Have families meet in the park for bi-weekly physical activity				
Teach families meal planning and budgeting				
b) Staff Policy Changes	N/A	In Progress	Completed	Notes
Highlight staff access to group discounts at local fitness facilities				
Have staff training opportunities focused on health, ergonomics and movement while at work				
Hire a food and nutrition coordinator to have consistent understanding across staff				
Endorse staff walking meetings when possible				
Endorse daily staff movement breaks				
Implement mental health day and promotion for self care for staff				
Close during holidays				
c) Organisation Policy Changes	N/A	In Progress	Completed	Notes
Annual Work plan to include Healthy Together components				
Annual Work plan to include benchmarks for outdoor play				
Add to standards of practice and Strategic Plan about physical, nutritional needs and health literacy.				
Operational budget to include budget for fresh fruits and vegetables				
Have a Workplace Wellness Policy in the Health and Safety Manual				
Organisational meeting refreshments to be healthy choices and follow the Canada Food guide				
Revise Organisational Nutrition policy to reflect promotion of drinking water				
Revise Organisational policy to include active play				
Organisational meetings to include 10 minutes of fun physical movement				
Healthy Together (HT) Facilitators present at staff meetings the positive outcomes of HT				

Revised organisational work plan to include active participation of children of all ages in program delivery and development				
Partner HT facilitators with other staff to build capacity				
Incorporate Healthy Together in core programming				
Create guideline for health based youth program				
Agency level review of food waste, send families and part time staff home with remaining food				
Take action on Organisational policy to grow a garden				
Have a healthy work life balance policy (movement breaks, standing desks, mental health days restrict sugary drinks, smoking cessation program, physical activity at staff events, community garden, meditation space)				
Create a food policy to support healthy staff, donors, volunteers and the community at large, making the healthy choice the easy choice.				
Have standards for corporate partners				
2 - Community level changes	N/A	In Progress	Completed	Notes
Engage association partners in common interests around strengthening market for healthier foods				
Sharing HT resources and program ideas with staff in other communities				
Support community partners initiatives that have a healthy living focus				
Apply for a grant to help provide equipment for an active time playgroup in the community				
Engage with food banks				
Volunteer at partner organisations that have healthy living goals				
Have ownership of the HT approach and look at what is already available				
Participate in initiative for free family passes to recreation in winter				
Participate in seasonal initiatives for outdoor play field trips				