

Sample Action Plan for the Checklist Quiz For Family Child Care and Home-Based Settings

Below is a sample action plan that goes along with possible goals identified from the Let's Move! Child Care Checklist Quiz. Feel free to use this as a reference when creating your own action plan. However, you know your child care program best. Your action plan should reflect your unique needs to best help you and your child care program achieve your goals.

Action Plan Steps	Person Responsible (People and resources that could help)	Target Date for Completion
Goal: Drinking water is available inside and outside, where it is visible and available for self-serve.		
<i>Make sure that water is made available to children in a variety of ways: having cups available next to the kitchen sink faucet, having water pitchers and cups set out, or simply providing water to a child when it is requested.</i>		<i>08/12/2011</i>
<i>Offer water as a beverage option during snack times when no other beverage option is included and when children are thirsty between meals.</i>		<i>09/16/2011</i>
<i>Share information with parents regarding the benefits and best practices of encouraging children to drink more water.</i>	Parents, Volunteers	10/15/2011
Goal: Sugary drinks (fruit drinks, sports drinks, sweet tea, soda) are never offered.		
<i>Offer only 100% fruit juice to children ages 12 months and over.</i>		<i>09/30/2011</i>
<i>Serve 100% fruit juice at only one snack or meal per day.</i>		10/15/2011
<i>Update menus to account for change in beverage choices, and send newsletter home to parents explaining choices.</i>	CACFP Sponsor	10/15/2011

Goal: Fried or pre-fried potatoes (French fries, tater tots, hash browns) are never offered to toddlers and preschoolers.		
Evaluate menus and develop strategies for avoiding fried or pre-fried foods (i.e., serve baked potatoes instead of pre-fried French fries).	CACFP Sponsor	09/01/2011
Share ideas with parent about how to make mealtimes healthier by using fresh vegetables as well as providing tips for introducing new foods.		09/15/2011
Involve the children in menu planning using MyPlate and MyPyramid resources.		10/01/2011
Goal: Active play time (indoor and outdoor) is provided to all preschool children, including children with special needs, more than 120 minutes each day.		
Evaluate daily schedule for areas of added active play time.		09/25/2011
Identify ways to promote safe active play indoors when weather does not permit outdoor play.	CCR&R Trainer	10/15/2011
Lead an activity that involves active play with the children at least two times daily.		10/25/2011
Share the physical activity and active play resources with the families enrolled in their program.		11/01/2011
Goal: Parents of preschool children are offered screen time reduction and/or media literacy education (e.g., special programs, newsletters, or information sheets).		
Complete at least one special program and mail home informational sheet regarding introduction to screen time reduction strategies.	Parent, Volunteers	12/01/2011
Encourage parents to complete a screen time log with their children so they can evaluate the current situation in their own home.		12/15/2011