

SAMPLE Service Action Plan

This sample action plan can be used by your service as a tool to identify and plan the steps involved to successfully embed the Munch & Move practice areas into service operations.

Where this practice links to the NQF for your QIP

Action points which outline what should be happening in your service to adopt this practice

How will you know when you have reached this goal?

Standard/ element	Issue identified	What outcome or goal do we seek?	Priority L/M/H	How will we get this outcome?	Success measure	By when?	Progress notes
Element 2.1.3 Healthy lifestyle Element 6.1.2 Parent views are respected Element 6.1.3 Families are supported	Unclear if our policies contain all elements recommended by NSW Health Munch & Move.	The following policies meet Munch & Move guidelines: <ul style="list-style-type: none"> Breastfeeding Nutrition Physical activity Screen time 	M	Discuss our policies with our local Health Promotion Officer to check if M&M recommended elements are included. Work with Health Promotion Officer to include recommended elements if required.			
Element 2.1.3 Healthy lifestyle Element 7.2.3 Development of professionals	Staff would benefit from training in healthy eating & nutrition.	Increase educators' confidence to give parents feedback about their kid's lunchboxes.	H	Provide educators time to undertake Munch & Move professional development: - <i>Small Bites for Big Steps</i> - <i>Lunch & Learn webinars</i>			

Issues identified during self-assessment

Activities or actions needed to meet your goal. These should come from reflective practice and team discussion.

How are you going with this action/activity?

** This table has been adapted from the ACECQA Quality Improvement Plan



"The heart of a child" by
Worimi Artist Lara Went



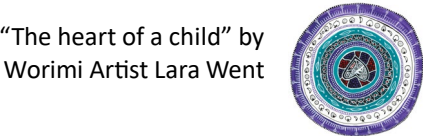
Good for kids
Good for life



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Date:

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