**Healthy Preschool (HPS) Accreditation Framework  
Template for Supporting Documents Submission**

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| ECDA centre code: |  |

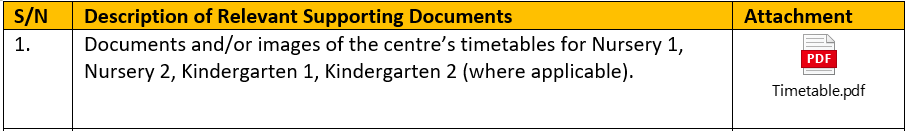
Instructions:

1. If there are multiple relevant supporting documents required to be attached for a criteria, please consolidate the documents into one zip file or PDF and attach it under the attachment column.

E.g. A zip file or PDF file containing multiple photos of timetables from different levels.

1. Please avoid attaching multiple files to a single attachment cell.
2. To attach relevant supporting documents, please drag and drop the files into the attachment column.
3. Save this document with your 6 character ECDA code as the title E.g. If your ECDA code is XX1234, please save your document as “XX1234.doc”.

**Example**



1. **Gross Motor Activity**

**For all childcare centres and kindergartens**

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| **S/N** | **Description of Relevant Supporting Documents** | **Attachment** |
| 1. | Documents and/or images of the centre’s timetables for Nursery 1, Nursery 2, Kindergarten 1, Kindergarten 2 (where applicable).  Please highlight the relevant lessons for Gross Motor Activity including outdoor activities. For Childcare Centres and Kindergartens without access to suitable outdoor space, please provide additional details in S/N 2. |  |

**For childcare centres and kindergartens without access to suitable outdoor space**

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| --- | --- | --- |
| **S/N** | **Description of Relevant Supporting Documents** | **Attachment** |
| 2 a. | Documentation on the organisation of outdoor field trips for children at least once a month and; |  |
| 2 b. | Documentation indicating centre informing parents via formal communication channel (e.g. newsletter) to bring their children outdoors during weekends |  |

1. **Overweight Children (if any)**

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| **S/N** | **Description of Relevant Supporting Documents** | **Attachment** |
| 1. | A brief description (50 to 100 words) of any activity(ies) or efforts to support overweight and severely overweight children (K1 and K2) and parents on healthy eating and physical activities (e.g. encouraging healthier options for snacks, encouraging participation in Active Family, sending relevant health articles to parents).  Please attach relevant supporting documentation of the above activity(ies), if any.   |  | | --- | |  | |  | |  | |  | |  |

1. **Inclusion of Health in Curriculum**

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| **S/N** | **Description of Relevant Supporting Documents** | **Attachment** |
| 1. | **NUTRITION**  *• Understand the importance of eating healthily*  *• Understand what constitutes a healthy diet*  A brief description (50 to 100 words) of the centre’s Nutrition curriculum. Please attach relevant supporting documentation (e.g. lesson plans, timetable, photos of activities being conducted).   |  | | --- | |  | |  | |  | |  | |  |
| 2 | **PHYSICAL ACTIVITY**  *• Understand the benefits of being active every day*  *• Understand the importance of moving and playing every day*  A brief description (50 to 100 words) of the centre’s Physical Activity curriculum. Please attach relevant supporting documentation (e.g. lesson plans, timetable, photos of activities being conducted).   |  | | --- | |  | |  | |  | |  | |  |
| 3 | **MENTAL WELLBEING**  *Social Emotional Competencies (All 5 learning objectives to be covered):*  *• Develop an awareness of personal identity*  *• Manage their own emotions and behaviours*  *• Communicate, interact and build relationships with others*  *• Take responsibilities for one’s actions*  *• Social emotional preparedness for transition into Primary 1 (for K2 children only)*  A brief description (50 to 100 words) of the centre’s Mental Wellbeing curriculum. Please attach relevant supporting documentation (e.g. lesson plans, timetable, photos of activities being conducted).   |  | | --- | |  | |  | |  | |  | |  |
| 4 | **ORAL HEALTH**  *• Importance of taking care of your teeth*  A brief description (50 to 100 words) of the centre’s Oral Health curriculum. Please attach relevant supporting documentation (e.g. lesson plans, timetable, photos of activities being conducted).   |  | | --- | |  | |  | |  | |  | |  |
| 5 | **MYOPIA PREVENTION**  *• Understand what myopia is and how it affects the student*  *• Know and identify good eye care habits*  A brief description (50 to 100 words) of the centre’s Myopia Prevention curriculum. Please attach relevant supporting documentation (e.g. lesson plans, timetable, photos of activities being conducted).   |  | | --- | |  | |  | |  | |  | |  |

1. **Teacher’s Training**

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| **S/N** | **Description of Relevant Supporting Documents** | **Attachment** |
| 1. | A brief description (50 to 100 words) of the teacher’s training and the implementation of one or more health activities after attending training.  Please attach relevant supporting documentation of the above activity(ies) (e.g. certificate of participation).   |  | | --- | |  | |  | |  | |  | |  |

1. **Parent Engagement**

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| **S/N** | **Description of Relevant Supporting Documents** | **Attachment** |
| 1. | A brief description (50 to 100 words) of the centre’s efforts relating to Parent Engagement.  Please attach relevant supporting documentation of the above activity(ies) (e.g. communications to parents, photos of activities etc).   |  | | --- | |  | |  | |  | |  | |  |