

Facilitator Overview for On-site Training



The training for A-B-C-1-2-3 Healthy Kids in Tennessee: Let's Eat Well and Play Every Day! is approximately 90 minutes. If your childcare facility chooses to offer this training, here are some helpful tips.

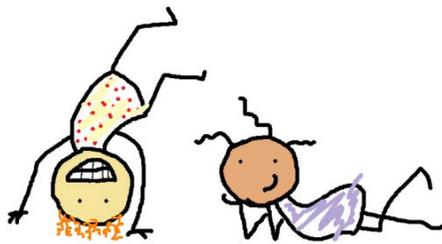
- A sample agenda is included in this kit, which you may use as is or you may modify to better fit the needs of your childcare center. Please note that for training credits to be awarded, the agenda must **NOT** be modified, as it has been pre-approved by the Tennessee Department of Human Services based on the original content.
- Each of the agenda items may vary in length and the length of time allocated for each is only a suggestion. Depending on the needs and interests of childcare providers, more time may be allocated to one agenda item than is suggested. Please make the agenda flexible to meet the needs of your facility!
- You may want to provide a meal or snack for those participating in training, though this is optional. You can choose foods that fit with the healthy eating theme of the program and even use them as examples in the presentation!
- If you feel unprepared to present some of the topic areas included in the kit, please contact local experts who might be willing to come and share their knowledge and expertise and assist you with the presentation. You may also contact the A-B-C-1-2-3 Healthy Kids in Tennessee project director or the Tennessee Department of Health. Contact information for both can be found throughout this kit.
- The overall goals of the training are to **provide education on the health topics and provide guidance on how to implement the program within your childcare facility**. Each section has specific learning objectives, which are included in the PowerPoint presentations.
- At the conclusion of the training, each participant should complete a brief evaluation in order to receive a certificate for training credits. Details on this are included in the "Evaluation" section of this kit.

Are you ready to get started? It's as easy as A-B-C-1-2-3!

"So what do I do to get started with training childcare providers and teachers at my facility?"



- **Coordinate** a date and time that is convenient for all childcare providers who will be participating. Remember this training is designed to be completed in approximately 90 minutes.
- **Inform** childcare providers that they may be eligible to receive Tennessee Department of Human Services training credits for completing the training program.
- **Remind** participating childcare providers a week prior the training date as well as the day before as a last-minute reminder.
- **Review** the entire kit with special emphasis on the PowerPoint presentations, which are the core component of the training process.
- **Decide** the best method to present the training to participants, either by using a computer to share the electronic copy of the PowerPoint presentations to follow along OR to make copies of the PowerPoint presentation and provide handouts that can be used to take notes.
- **Incorporate** examples of the activities listed in the activity guidebooks for each topic area into your PowerPoint presentation. It makes the training more interesting and gets the audience more involved!
- **Prepare** copies of the agenda and samples of the materials in each of the topic areas. You may want to have available a fully printed copy of the entire kit, organized in a binder, for participants to view throughout the training session.
- **Remember** to have copies of the evaluation and collect them from all participants when the training portion of the agenda has been completed. Do not forget to submit the completed evaluations following the printed instructions to receive certificates of completion.
- For anyone who may miss the on-site training, encourage them to participate in the online training opportunity located at www.abc123healthykids.com.



A-B-C-1-2-3 Healthy Kids in Tennessee: Let's Eat Well and Play Every Day!

Training Agenda (Suggested 90 minutes)

- | | |
|---------------|---------------------------------------------------------------------------------------|
| 5 minutes | Introductions and Welcome |
| 15 minutes | Overview of A-B-C-1-2-3 Healthy Kids in Tennessee: Let's Eat Well and Play Every Day! |
| 15-20 minutes | Physical Activity and Active Play |
| 15-20 minutes | Healthy Eating/Nutrition |
| 15-20 minutes | Awareness* |
| 10 minutes | Evaluation and Information on Training Credits |
| 5-10 minutes | Wrap-up and Questions |

Distribution of materials at conclusion of training.

*Awareness is a bonus topic that you may cover. Materials can be found within the toolkit.

Sample Script for Training A-B-C-1-2-3 Healthy Kids in Tennessee: Let's Eat Well and Play and Every Day!

INTRODUCTIONS AND WELCOME (5 MINUTES)

Say: Hello! Welcome to today's training session for A-B-C-1-2-3 Healthy Kids in Tennessee: Let's Eat Well, Play, and Be Aware Every Day! We have two main goals for today's training:

1. Provide education to childcare providers on active play/fitness, nutrition/healthy eating, and awareness* health topics.
2. Provide guidance to childcare providers on how to implement the A-B-C-1-2-3 Healthy Kids in Tennessee: Let's Eat Well and Play Every Day! program within your childcare facility.

Upon completion of this training session, which will last approximately an hour and a half, you will complete a brief evaluation and turn it in. We will submit the evaluations to the A-B-C-1-2-3 Healthy Kids in Tennessee project director, who will issue certificates of completion. The Tennessee Department of Human Services has approved this session for training credits.

We are not providing in-depth training on any of the specific topic areas but, rather, are providing an overview of these topics. If anyone is interested in learning more about some of the topic areas, please let me know. It may be possible to offer additional training by content experts.

By starting early education with young children, through their parents and/or caregivers, families, and childcare providers, better health outcomes can be expected as children become adults. Parents and/or caregivers and childcare providers can also improve their health outcomes by being more educated and making better lifestyle choices.

This program is sponsored by the Tennessee Department of Education, Tennessee Department of Health, the Tennessee Department of Human Services, the MTSU Center for Health and Human Services, and the UT Extension and TSU Nutrition Education programs. More information about these sponsors is available in this kit and on the websites of the sponsors.

Do: Have participants introduce themselves at this point if they are not familiar with each other.

Say: Before we start discussing the program, let's take 5 minutes to complete a brief evaluation, which is required for those of you seeking training credits for today's session. The training credits will be discussed later as part of this training session. Please complete the first page, which asks for your personal information, and page two, completing only the blocks on the left that measure knowledge **BEFORE** participating in this training session. The blocks on the right will be completed at the conclusion of the training session.

Do: *Distribute blank copies of the evaluation and have individuals complete the front page with their personal information, and complete **only** the blocks on page two that measure knowledge **BEFORE** participating in the training session.*

Say: Now, let's begin with an overview of the program.

Overview (15 minutes)

Ask: Why offer a program such as A-B-C-1-2-3 Healthy Kids in Tennessee: Let's Eat Well and Play Every Day?

Say: The importance of good health, including active play and good nutrition, cannot be understated. As the prevalence of childhood obesity continues to escalate, increasing from 5% in the 1980s to nearly 14% among children aged two to five years, parents and teachers/childcare providers have been identified as primary stakeholders in the fight for a healthier generation. The White House and the First Lady's Let's Move campaign, initiated in early 2010, and the 2010 Surgeon General's Vision for a Healthy and Fit Nation, each underscore the importance of good health, including preschoolers and their families.

Do: *Share the program objectives with the participants.*

Say: As a result of participation in the A-B-C-1-2-3 Healthy Kids in program, childcare providers will:

- understand that there is a connection with lifestyle choices and behaviors and chronic diseases, which include cardiovascular disease, stroke, obesity, and cancer;
- understand the health risks of tobacco use and secondhand smoke;
- participate in activities designed to increase children's knowledge of the importance of physical fitness/active play in the classroom and at home;
- participate in activities designed to increase children's knowledge of the importance of proper nutrition in the classroom and at home;

- participate in awareness activities using the "Zink" program, which is designed to increase children's compassion and respect toward people who appear different and teaches us to treat ourselves and others well;
- be aware of the differences between adult and childhood cancers using teacher-childcare provider/parent-only (not to be shared with children) take-home materials;
- participate in learning activities for preschool children about the dangers of tobacco and secondhand smoke;
- be prepared to share information to educate parents and caregivers about each of the program components;
- implement activities with children that meet specific learning objectives identified in each of the program components; and
- become aware of the Tennessee Department of Health Gold Sneaker initiative and know how to get involved as a participating facility."

Do: Share these key points with the participants before discussing the components of the program.

Say: A few key points about the program are as follows:

- This program is designed to provide materials and activities to **supplement efforts already taking place in the classroom relative to active play/fitness, healthy eating/nutrition, and awareness/healthy living.**
- While the program can be used as a stand-alone curriculum, it was specifically designed for integration into **existing** healthy living activities and programming, allowing childcare providers opportunities to utilize new resources and materials **without duplicating efforts already being made in the classroom.**
- The program focuses on healthy eating/nutrition, active/play fitness, and awareness.
- The awareness component of the program includes a classroom curriculum on compassion and a **"teacher-childcare provider/parent-only"** component about cancer, as well as information and activities specific to promoting smoke-free environments for families and children.
- The program has been field tested and reviewed by panel of researchers.
- The program is designed to be implemented over a 12-week period.

- Childcare providers are free to choose which activities they want to include and can do as many or as few as they would like. It is recommended that each class do a minimum of 30 minutes of active play/fitness activities a minimum of three times per week and nutrition activities for 10-15 minutes twice a week, to send home take-home materials weekly, and to participate in the center-wide challenges.
- Some activities can be done in as little as five minutes, and active play activities can be broken into three 10-minute segments to meet the recommended 30 minutes of daily physical activity. Awareness activities are recommended to be implemented in a single week any time during the 12 weeks.

Say: Now that we have discussed these key points, let's talk about the various components of the program which include the following:

- Activity guidebooks for active play/fitness, healthy eating/nutrition, and awareness
- Sample calendars for daily activities to ensure that active play/fitness and healthy eating/nutrition are brought into daily dialogue and activities with children in the classroom
- Take-home materials for parents and families which are also suitable for reproduction in newsletters, websites, or e-mail announcements (master copies are provided with the kit and may also be downloaded at websites listed in the take-home materials section of this kit)
- Everyone, Every Day center-wide challenges to engage parents and families in their child's classroom learning experiences and to reinforce principles learned in the classroom
- PowerPoint presentations and "Active Start - A Statement of Physical Activity Guidelines from Birth to Five Years," as well as the Let's Move Child Care Checklist, used as part of the A-B-C-1-2-3 Healthy Kids in Tennessee: Let's Eat Well, Play, and be Aware Every Day childcare provider training, which can also be used to train new childcare staff or to use as educational seminars or programming for parents.
- Information from the new Choose My Plate initiative of the United States Department of Agriculture is used as the basis for the nutrition/healthy eating training component for childcare providers and as the basis for many of the take-home materials for parents.

- The White House Let's Move Childcare Checklist which provides recommendations on food and beverages served at childcare centers, along with recommendations for screen time, physical activity, and infant feeding.
- A brief evaluation that may be completed by childcare providers at the conclusion of the training session—conducted in person or through the website, www.abc123healthykids.com—to receive a certificate of completion for Tennessee Department of Human Services training credits.
- A series of evaluations, that may be administered pre- and post- program, so that outcomes can be demonstrated and documented for further program development and to measure changes in participants' knowledge, behavior, and physical measures (body mass index, or BMI). ***Remind participants that this last component is optional.*** Many childcare centers do not have the resources or expertise to compile evaluation data, but may wish to do so with the help of local resources. "

PowerPoint Presentations on Topic Areas (15-20 minutes per topic area)

Say: We will discuss more on implementing the program as we go through each PowerPoint topic area presentation."

Do: Prepare to discuss each of the PowerPoint presentations. Remember that you have approximately 15-20 minutes for each module, which is enough to just cover the basics! Remember that the goal is to provide an overview of each topic area, NOT to make everyone an expert!

Evaluation and Training Credits (10 minutes)

Say: Now that we have completed the PowerPoint presentations specific to each of the content areas, let's talk about evaluation and receiving credits for training.

The curriculum and related activities have been piloted and field tested in multiple childcare centers over a period of several years. We know that the program has yielded positive outcomes in these studies. For our purposes, we will NOT be doing the same level of evaluation as was done in the pilot studies and field testing, but I will share with you some of the results from the earlier studies.

NOTE: *if your center does want to participate in a full-scale evaluation to assess changes in activity levels of children, changes in nutrition intake, and/or other variables, and you have the resources to do this, you would want to give a more thorough presentation on the evaluation portion of the curriculum. It is suggested*

that an additional hour be added to the training agenda if a full-scale evaluation process will be included in your programming.

Say: An immediate and important outcome throughout the years of the A-B-C-1-2-3 Healthy Kids in Tennessee program implementation was the development of key partnerships between the Tennessee Cancer Coalition, the Tennessee Department of Human Services, the Tennessee Department of Health-Gold Sneaker initiative, the Department of Children's Services Childcare Resource and Referral Program, the Leukemia and Lymphoma Society, and local childcare providers. Partnership building is important, and it is possible that by your/our childcare center participating in the A-B-C-1-2-3 program, important partnerships can be formed with your/our community and the parents and families of our children.

I would like to take this opportunity since we are talking about partnerships, to introduce you to the Gold Sneaker initiative, a partner-project of the A-B-C-1-2-3 program which also offers training credits approved by the Tennessee Department of Human Services. The two programs complement each other, as the Gold Sneaker initiative focuses on assisting childcare centers licensed in the state of Tennessee with developing and enhancing policy related to physical activity, nutrition, and tobacco avoidance. A-B-C-1-2-3 Healthy Kids in Tennessee: Let's Eat Well and Play Every Day brings resources and tools to childcare centers to implement activities and education in the classroom and with families, focusing on those same areas. Gold Sneaker provides training for the needed policy-change and A-B-C-1-2-3 provides the training and resources to help implement those policies. It's a winning combination! If your facility is interested in implementing Gold Sneaker, please talk with your facility director.



Say: Other outcomes from the 2010 field study include the following:

- Increased physical activity and vegetable intake for children at the end of the program as compared to before starting the program
- Overall increases in parents reporting better appetites and pleasant mealtimes post-program
- 100% of teachers (21 teachers) participating in the 2010 activities who completed evaluations on the program materials reported that there was an excellent or good probability that they would continue to use the materials in their classrooms after the conclusion of the program.
- 100% of teachers (five teachers who trained multiple other teachers) participating in the 2010 activities to "train the trainers" who completed training evaluations indicated an increase in knowledge, specifically

understanding that there is a connection between lifestyle choices and behaviors and certain diseases, including cardiovascular disease, cancer, stroke, and obesity; knowing why physical activity is important for children and adults; being able to cite three ways children can be taught healthier eating habits; and awareness of differences between adult and childhood cancers.

Say: We know that we can make a difference! You as a childcare provider have a unique opportunity to increase knowledge and awareness of healthy lifestyle behaviors with the children in your care. That knowledge and awareness can foster adoption of behaviors that may stay with a child throughout his or her life. With the right behaviors, we have the potential to make a difference in the prevention of chronic disease and conditions such as obesity, cardiovascular disease, stroke, and cancer later in life for today's children. In addition, by providing education to parents and caregivers, lessons learned in the classroom can be reinforced at home, leading to a healthier family unit.

NOTE: *If there are requests for additional information, additional information on outcomes is available by contacting the project director.*

Say: Let's talk about training credits for those who would like to receive credit for participating in today's session.

At the completion of today's training session, we will need each participant seeking training credits to finish the evaluation distributed at the beginning of this training program, assessing your knowledge of today's topics and of the A-B-C-1-2-3 Healthy Kids in Tennessee program.

I will collect the completed evaluations and submit them to the A-B-C-1-2-3 project director who will then send certificates of completion to those who have submitted the proper documentation. This training session has been approved for training credits by the Tennessee Department of Human Services.

Let's take about five minutes to complete the second half of the training evaluation that was distributed this morning. You should only complete the second set of blocks on the form that assess knowledge AFTER participating in the training session.

Do: Have participants complete the second set of blocks on the form that assesses knowledge AFTER participating in the training session.

Wrap-up and Questions (5-10 minutes)

Say: Thank you for being here today to learn more about how to implement the A-B-C-1-2-3 Healthy Kids in Tennessee: Let's Eat Well and Play Every Day program into your classrooms. Over the next 12 weeks, we will have an opportunity to integrate into existing classroom activities important lessons and activities specific to active play/physical fitness, nutrition/ healthy eating, and awareness.

As a reminder, please note the following:

- This program is designed to provide materials and activities to **supplement efforts already taking place in the classroom relative to active play/fitness, nutrition/healthy eating, and healthy living.**
- While the program can be used as a stand-alone curriculum, it was specifically designed for integration into **existing** healthy living activities and programming, allowing childcare providers opportunities to use new resources and materials **without duplicating efforts already being made in the classroom.**
- The awareness component of the program includes a classroom curriculum on compassion and a **"teacher-childcare provider/parent-only"** component about cancer, as well as information and activities specific to promoting smoke-free environments for families and children.
- Childcare providers are free to choose which activities they want to include and can do as many or as few as they wish. It is recommended that each class do a minimum of 30 minutes of active play/fitness activities a minimum of three times per week and healthy eating/nutrition activities for 10-15 minutes twice a week, to send home take-home materials weekly, and to participate in the center-wide challenges.
- Some activities can be done in as little as five minutes, and active play activities can be broken into three 10-minute segments to meet the recommended 30 minutes of daily physical activity. Awareness activities are recommended to be implemented in a single week any time during the 12 weeks.

Say: Please also remember the following key components of the program:

- **Activity guidebooks** for active play/fitness, healthy eating/nutrition, and awareness
- Sample calendars for daily activities to ensure active play/fitness and nutrition are brought into daily dialogue and activities with children in the classroom
- **Take-home materials** for parents and families which are also suitable for reproduction in newsletters, websites, or e-mail announcements (master copies are provided with the kit and may also be downloaded at websites listed in the take-home materials section of this kit)
- **Everyone, Every Day center-wide challenges** to engage parents and families in their child's classroom learning experiences and to reinforce principles learned in the classroom

- **PowerPoint presentations** and “**Active Start–A Statement of Physical Activity Guidelines From Birth to Five Years,**” and the **Let’s Move Childcare Checklist**, used as part of the A-B-C-1-2-3 Healthy Kids in Tennessee childcare provider training, which can also be used to train new childcare staff or to use as educational seminars or programming for parents

Say: You may know others who were not able to participate in this training or who work for other childcare centers or preschools. Please share the A-B-C-1-2-3 website with them so they can learn more about the program and about online training opportunities. The website is located at www.abc123healthykids.com.

Ask: Now that we are near the end of this training session, are there questions before I distribute materials?

Do: Please respond to questions as you feel comfortable. If there are questions that you cannot answer, please write the questions down and contact the A-B-C-1-2-3 project director and let participants know that you will get back with them with an answer.

Prepare to distribute materials to teachers/staff. You may wish to have printed copies of the electronic files organized in a binder for teachers/staff, or you may wish to provide the CD’s with instructions for teachers/staff to print their own materials and organize in a binder for themselves. It would be helpful to have at least one complete printed copy for demonstration purposes throughout the training.

