[Reporting organisation]

Pick of the Crop

[Term xx] 2023 Forward Plan/Progress Report [Delete which is not relevant]

* 1. School Term Deliverables

Complete the following table by inserting what you intend to achieve over this school term (see Appendix A for Performance Measures).

|  |  |  |
| --- | --- | --- |
| **Objectives** | **Actions** | **Progress [Only complete for Progress Report]** |
| **1. Stakeholder engagement** |  |  |
| **2. School engagement** |  |  |
| **3. Producers’ engagement** |  |  |
| **4. Curriculum** |  |  |
| **5. Veg and fruit at school** |  |  |
| **6. Healthy school environments** |  |  |
| **7. Empowering parents** |  |  |
| **8. Program promotion** |  |  |
| **9. School plans, leadership and sustainability** |  |  |

* 1. Risk analysis and management

Outline any key risks or issues that may impact actions planned, and how these will be managed.

|  |  |  |
| --- | --- | --- |
| **Risk or Issue** | **Mitigating action** | **Outcome** |
|  |  |  |
|  |  |  |

Complete the questions below only for the Term 4 progress report.

Provide a brief description of the top three most significant impacts of the program.

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|  |

Describe any recommendations for changes to program delivery and program improvements.

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|  |

Approved by: Date:

Appendix A. Reportable Performance Measures

| **Objective** | **Indicator** | **Performance Measure** | **Frequency** |
| --- | --- | --- | --- |
| 1. **Community stakeholders are connected with the program**
 | 1.1 Stakeholder meetings1.2 Other engagements | * Number of meetings with stakeholders and outcomes
* Number and type of engagement opportunities made and outcomes
 | Progress report for each school term |
| 1. **All in-scope schools make informed decisions about participating in the Program**
 | 2.1 School participation2.2 Completed school action plans | * Number of schools invited
* Number of schools participating
* Number and proportion of schools participating in years 1, 2 and 3 of the Program
* Number of schools with an approved action plan
* One newsletter each term provided to all participating schools
 | Progress report for each school term  |
| 1. **Enable sustainable learning communities between schools and local vegetable and fruit producers**
 | 3.1 Schools, students and producer participation | * Number and details of schools, students, producers and industry groups involved in excursions/ incursions reported for each term
* Examples of feedback received by farmers and parents
 | Progress report for each school term |
| 1. **Promote awareness of quality resources to support nutrition education aligned with the Australian Curriculum for Health and Physical Education, Food Technologies and Science**
 | 4.1 Professional development opportunities promoted4.2 Network meetings hosted | * Number of professional development opportunities promoted
* At least one network meeting held each Term
* Description of other activities to support teacher professional practice
 | Progress report for each school term |
| 1. **Promote sustainable approaches for students to eat vegetables and fruit during the school day**
 | 5.1 Actions to support students to eat vegetables and fruit | * Description of activities to support vegetable and fruit intake at school such as morning snacks, breakfast clubs, school gardens
 | Progress report for each school term |
| 1. **Enable school environments that support intake of vegetables and fruit**
 | 6.1 Actions to support healthy school environments | * Description of activities to support vegetables and fruit in tuckshops and school events
 | Progress report for each school term |
| 1. **Empower parents and carers using a range of strategies to assemble healthy lunchboxes**
 | 7.1 Actions to increase parents’ knowledge and skills | * Description of activities to support parents’ food literacy knowledge and skills
 | Progress report for each school term |
| 1. **Promote the Program**
 | 8.1 Communication activities | * Details of media, events and other examples of communication activities that promote the program to a wider audience
 | Progress report for each school term  |
| 1. **School teaching, community connection and supportive school environment practices develop and become embedded to ensure sustainability**
 | 9.1 School leadership9.2 School plans | * Details of community stakeholder actions, school leadership actions and inclusion in school plans that demonstrates a commitment to sustainability
 | Progress report for each school term |