



Active School Flag Bratach Scoile Gníomhaí



Mayo Education Centre
Westport Rd.
Castlebar
Co. Mayo
094 9020700
eolas@activeschoolflag.ie



Active School Flag: Action Plan – Post Primary

- This action plan should be completed following completion of the review document
- The purpose of the action plan is to document the changes that your school will enact in order to improve the provision of physical activity in your school and to merit the award of the Active School Flag.
- The school should transfer the 15 priority areas selected in the 'Priority' column of the review document to the 'Priority' column of the action plan below. The wording of the priorities should be identical
- These fifteen priorities should be listed 1-15 in order of priority as per the 'Numbered Priorities' column of the review document, with 1 being the highest priority and listed first
- The school should decide upon the tasks that need to be completed in order for each priority to be achieved. The tasks should be **pragmatic, practical and observable**
- As in all action planning it is essential to delegate responsibility for the completion of each of the tasks to specific individuals.
- The school should list the people and the resources that will be required to fulfil each task.
- The school should set completion dates for each of the tasks. These may or may not have been achieved by the accreditation date. Some of the tasks might be on-going in their nature.
- Remember that the Active School Flag is non-competitive and there is no deadline. Your school creates an action plan to suit your own unique context and timeframe.

- Action planning is more effective when the whole school staff, the student body, the parent body and the Board of Management are consulted.
- The Post Primary tab on the website has a prompt document that will assist in this process.
- The Post Primary tab also contains an exemplar action plan. It should be noted that this does not represent a “one size fits all” approach. Your action plan should reflect your unique context.
- The completed action plan should be returned along with the completed review document to the Active School Flag Steering Committee. This should be emailed to eolas@activeschoolflag.ie. It is important that you keep both a hard copy and an electronic copy of all documents submitted to the Active School Flag Committee.



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It is important that the schools details are included on all documents submitted.

Active School Flag Action Plan

School name: _____

Address: _____

Roll No: _____

School Principal: _____

Type of school: _____

Telephone: _____

Date Action Plan Written: _____

Review dates: _____

| Priority | Task | Person(s) responsible | Support required | Completion date |
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Principal

Chairman of BOM

Date