



## School Readiness Checklist

**MH LIT:** Student Mental Health in Action should be implemented through a **team approach**. This readiness checklist is intended to help your school team prepare for a safe and healthy experience with your students.

A **School Administrator(s)** is supportive of the lessons and able to:

- Ensure the lessons align with the school's mental health plan and ongoing initiatives.
- Determine that the timing is right for the school community (i.e., there have been no recent tragic events that need to be taken into consideration).
- Inform the board mental health leader of their interest in participating.
- Access the online *School Leaders Supplement* folder of resources.
- Share the opportunity to participate with school staff (using resources provided) and ensure it is voluntary.
- Assist the scheduling of lesson delivery (e.g., with considerations for timing and to ensure students do not receive the same lesson in multiple classes).
- Encourage peer-to-peer support for educators delivering the lessons.
- Inform educators not delivering the lessons of resources and how to notice and respond should a student need support and/or how to connect the student to others in the circle of support.
- Ensure school mental health support staff are aware of the lessons and available to support students during their delivery, if needed.
- Communicate the experience to families, as appropriate (optional resources provided).
- Highlight pathways to care (e.g., through signage in the school building, announcements, and information posted on the school website and online classrooms).
- (Optional) Provide feedback to inform SMH-ON to improve the lessons, support materials, and implementation process, and invite other school staff to do so, as appropriate.

**Educators** have offered to participate and are able to:

- Maintain strong relationships with students and create a safe, inclusive, and caring classroom culture before delivering the lessons.
- Review the preparatory materials (e.g., the *Educator preparation suggestions for MH LIT: Student Mental Health in Action* document, lesson plans, and any preview of the lessons offered).
- Access pathways to care in their school and community for students, as needed.

Available **School Mental Health Support Staff** are able to:

- Offer awareness of the lessons and their content.
- Support the delivery of the lessons by being on site or otherwise available.
- Support students in need, both in person and virtually.

