**OFF-TRAIL Program Planning 2024-2025**

**School:**

**Members of the OFF-TRAIL committee:**

**Student component**

**Facilitation training (**[**33-minute video**](https://www.youtube.com/watch?v=vOvErRYO0Qo&feature=youtu.be); currently available in French only)

When and how:

**Preparation of materials and facilitation support during the year**

Who, when and how:

**Running basic workshops**

|  |  |  |  |
| --- | --- | --- | --- |
| **Level** | **No. of classes** | **Timetable** | **Facilitators** |
| 4-year-old Kindergarten |  |  |  |
| 5-year-old Kindergarten |  |  |  |
| Grade 1 |  |  |  |
| Grade 2 |  |  |  |
| Grade 3 |  |  |  |
| Grade 4 |  |  |  |
| Grade 5 |  |  |  |
| Grade 6 |  |  |  |
| Special education |  |  |  |
| Other |  |  |  |

**Running the Complementary activity on the benefits of nature**

Yes [ ]  No [ ]

If so, for which classes? :

Who is responsible for this? :

**Running the Complementary mindfulness activities**

Yes [ ]  No [ ]

If so, for which classes? :

Who is responsible for this? :

**Sending the Primary-secondary transition tool to students**

Yes [ ]  No [ ]

Who is responsible for this? :

**Parent component**

|  |  |  |
| --- | --- | --- |
| **Actions** | **Who’s responsible**  | **Timetable** |
| Sending the kick-off email |  |  |
| Printing/sending reinvestment sheets to parents for each workshop |  |  |
| Sending emails containing the audio version of the reinvestment sheets (optional) |  |  |
| Sending the Web videos (6 emails) |  |  |
| Sending the primary-secondary transition tool |  |  |
| Sending the wrap-up email |  |  |

**School team component**

|  |  |  |
| --- | --- | --- |
| **Actions** | **Who’s responsible** | **Timetable** |
| Introduction to the Program |  |  |
| Sending the Anxiety is Everyone’s Business fact sheet |  |  |
| Sending the Reinvestment workbooks to teachers and other staff members |  |  |

**Workshop conduct – *Nurturing Your Well-Being***

Yes [ ]  No [ ]

Person responsible for leading it? :

Timetable (training for it, and conducting workshop):

***Workshop conduct – Anxiety among our students: What can I do as a member of the school team?***

Yes [ ]  No [ ]

Person responsible for leading it? :

Timetable (training for it, and conducting workshop):

**Viewing the training videos: *Mindfulness at the heart of your practice*:**

Yes [ ]  No [ ]

Details**:**

**Wrap-up Review**

Expected end of student workshops:

Completion of [evaluation questionnaire](https://forms.gle/V5uzBitP2G4DjqLU8) (currently available in French only) – Who? :

Approximate date of review meeting: