



Office of the



State Superintendent of Education

School Health Profile FAQ Page

1. Who should complete the School Health Profile?

A knowledgeable school representative should fill out the SHP. Often, this is the principal or assistant principal or another administrator. Frequently, the person preparing the SHP will need to confer with other people at their school (e.g. health education instructor, nurse, science teacher, food service provider, etc.). Please be sure to include all persons who contributed information to the SHP in the section about “Preparers”.

2. Can our answers be changed once submitted?

When you have successfully completed the SHP, you will receive a confirmation email with a PDF version of the completed SHP. If you notice that some responses are incorrect, you may re-submit a SHP for your school. The most up-to-date version will be uploaded to the OSSE website.

3. When I complete the SHP, is there anything else I should do?

Yes. Your SHP should be posted on your school’s website (if you have one) and made available in the main office for teachers, parents, and community members to review.

4. Why does my school have to complete the SHP?

Under Section 602 of the *Healthy Schools Act of 2010* (B18-0564), each public school and public charter school within the District of Columbia is required to complete and submit the School Health Profile form to OSSE on or before February 15th of each year. In addition, each school is required to make the information available online if the school has a website and available to parents for pick up at the main office.

5. What is the deadline for completing the School Health Profile?

School Health Profiles are due on or before February 15th of each year. If February 15 falls on a weekend or holiday, it will be due on the following business day.

6. Can I begin the online form and return to complete it later?

No. If you are unable to complete the SHP at one time, OSSE recommends that you print a hard-copy as a draft and use the hard-copy to help you fill out the online form when you can complete it at one time.

7. How do I submit the School Health Profile?

School Health Profiles should be submitted online. The website is emailed to principals of all schools at least 2 months before the profiles are due. Please contact OSSE for more information.

8. What will OSSE do with this information?

The information collected through the School Health Profiles will serve as a means of monitoring and evaluating schools on how well they are meeting the requirements under the Healthy Schools Act. Additionally, this information will help identify best practices that can be shared with all schools in the District.

9. What can my school do with this information?

Your school can use this form to track progress in meeting and exceeding Healthy Schools Act requirements. The School Health Profile may also serve as a starting point for assessing and improving health education and physical education in your school. Tools like the CDC's School Health Index (<http://www.cdc.gov/healthyyouth/shi/>) may also be useful to assess and improve health-related programs and activities at your school.

Please email osse.hsahealthform@dc.gov with questions or for assistance.