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# Chapter 2

# General Information



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**EAT SMART. PLAY HARD.**

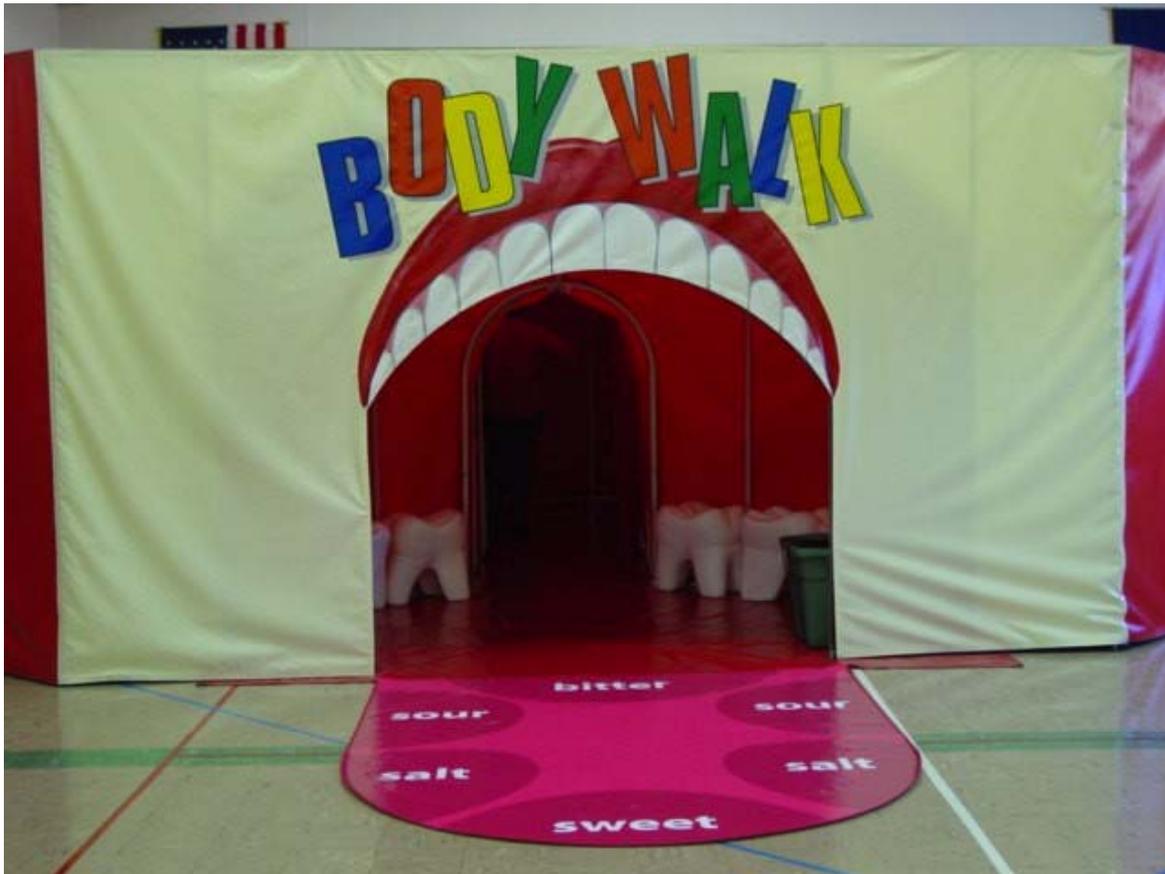
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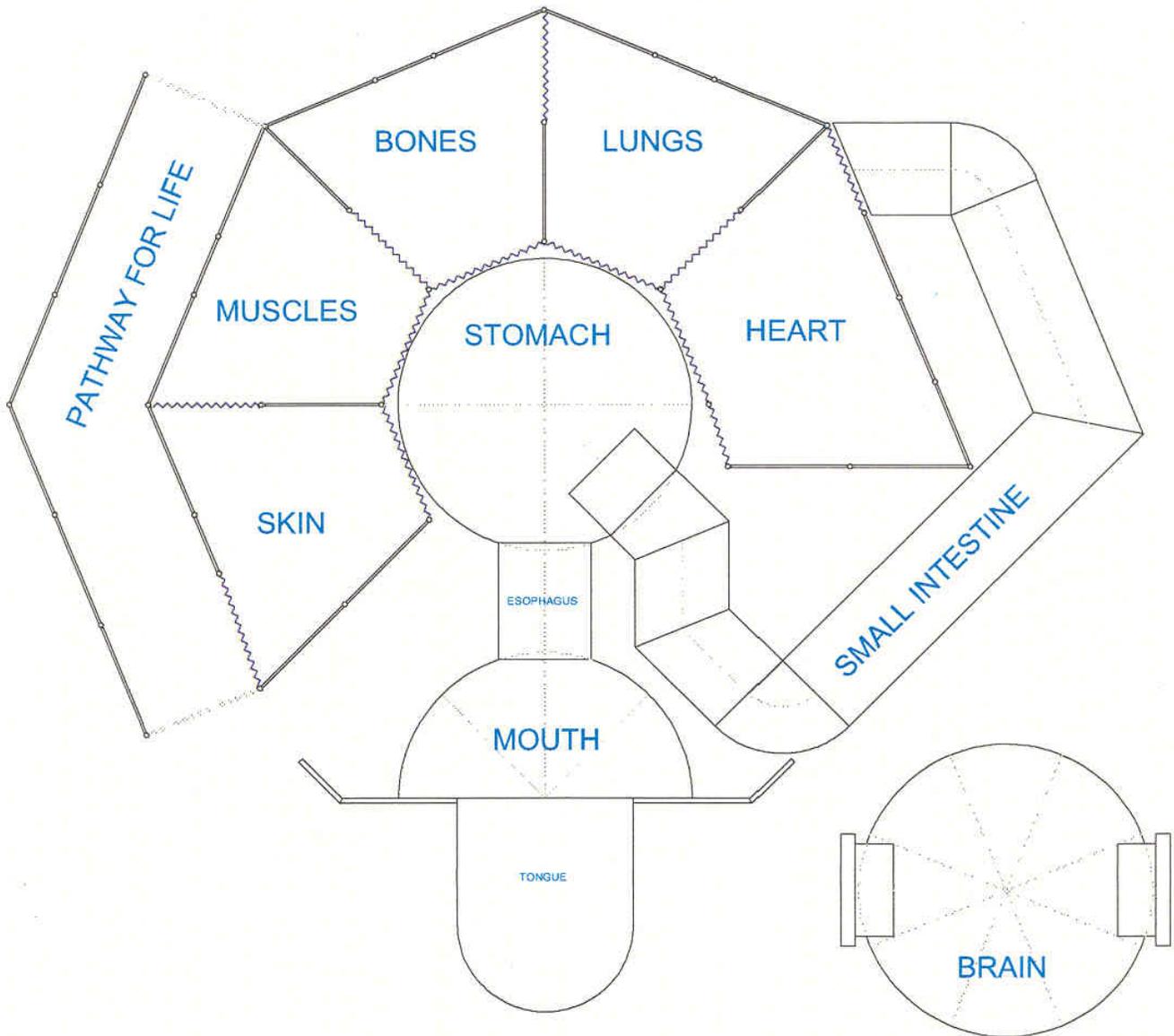
## The Body Walk Experience

Students tour the human body with Power Panther graphics as their guide. Throughout the exhibit, they will learn how to apply Power Panther's slogan: **EAT SMART. PLAY HARD.**

At each of Body Walk's eleven stations, a volunteer presenter engages the students in a five-minute activity focused on healthy choices. The tour begins when students, in groups of eight to ten, walk through a giant ear into the brain. Inside the huge brain dome, students experience "brain waves" and learn about brain function. After they leave the brain, the students are each given a tag designating them as a food, such as a carrot, steak or piece of cheese. The "foods" step into the exhibit's larger-than-life mouth, are "swallowed" through the esophagus tunnel and move into the stomach dome. From the stomach, the students travel through the small intestine where they are "absorbed" into the blood. Then they follow the path of the nutrients to the heart, lungs, bones, muscles and skin stations. Students leave the body through a cut in the skin and proceed through Power Panther's Pathway to Life. This final station recaps key health concepts from each of the ten previous stations.



# BODY WALK



## Responsibilities of the Body Walk School Coordinator

- Have a 45 ft x 50 ft space available for the Body Walk exhibit the night before the scheduled Body Walk date. The floor must be swept and clean.
- Recruit a minimum of 10 and a maximum of 15 volunteers for both set-up and take down of the exhibit. At least 2/3 of the volunteers must be adults. Refer to *Setting Up the Exhibit* on page 5 of this chapter for more detail.
- Recruit 12-24 adult presenters to engage the children in the activities provided at each Body Walk Station. Parents, community members, college students, and even mature high school juniors and seniors, if they work well with younger students, are great for this important role.
- Be available the day Body Walk visits your school.
- Prepare teachers for Body Walk by copying and distributing:
  - Teacher memos describing and explaining Body Walk (Appendix, pages 12, 14 and 15)
  - Body Walk classroom activities (Chapter 4 of this manual)
  - Teacher Resources (Chapter 7 of this manual)
- Complete the Participation Report (Appendix, page 1), and give it to the Body Walk Manager at the conclusion of the day.
- Complete and return the Evaluation (Appendix, pages 3-4) within a week after Body Walk is over.

**Please refer to the *Body Walk Checklist – Things to Do in Chapter 3* for a detailed list of the school coordinator’s responsibilities.**



## Responsibilities of KSDE

The Body Walk Manager is employed by the Kansas State Department of Education, Child Nutrition & Wellness.

The Body Walk Manager will:

- Contact the Body Walk School Coordinator the week of the scheduled Body Walk visit.
- Deliver the exhibit and all Body Walk props to the school.
- Direct the volunteers in the set-up and take down of the exhibit.
- Provide a 15-minute orientation for the station presenters prior to the beginning of Body Walk.
- Cheerfully answer any questions you may have about Body Walk.



The Body Walk Coordinator will:

- Contact the Body Walk School Coordinator approximately 1 month prior to the scheduled visit to determine the time the exhibit will be set-up, obtain directions to the school, etc.
- Cheerfully answer any questions you may have about Body Walk.

**The school is responsible for securing volunteers to set up and take down the exhibit and to serve as station presenters. These are NOT responsibilities of the Body Walk Manager.**

# Policies and Procedures

## Setting Up the Body Walk Exhibit



On most days the Body Walk exhibit will be set up the evening before the scheduled school date. The set-up time will be arranged with you when you are contacted by the KSDE Program Consultant prior to Body Walk Day.

**Set-up requires 2-2½ hours.** At least 2-3 of the volunteers must be capable of lifting items that weigh 30 pounds. It is also helpful if a few of the volunteers are tall. The exhibit take down process will begin 20 minutes after the last students begin their Body Walk tour.

**Take down requires 1½ hours. For**

**safety reasons, no children are to be present in the Body Walk area during set-up and take down.**

A \$100.00 charge WILL be made if at least 2/3 of the set-up and takedown crews are not adults.

The Body Walk exhibit is 35 feet by 40 feet. There must be adequate space to walk completely around the outside of the exhibit once it is in place. Adequate space means that there will be at least 5 ft on all sides of the exhibit after it is set up. Therefore, **the room must be a minimum of 45 ft x 50 ft.** In addition, children will need space as they enter and leave the exhibit. Body Walk MUST BE SET UP INDOORS.



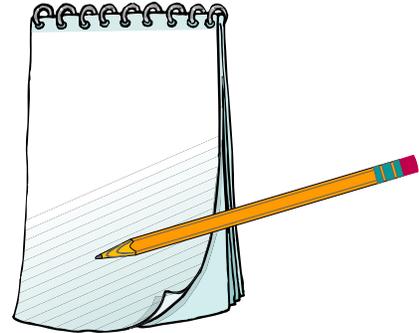
The exhibit will not be taken down for daily activities that usually occur in the space where the exhibit is set up. **If students usually eat in the same room where the exhibit will be set up, alternate arrangements must be made for breakfast and lunch (picnic outdoors, sack lunches eaten in classroom, etc.).** If students typically use the area for after-school programs, athletic practices, or if the area is a waiting area for bussed students, alternate arrangements must be made for those activities. **Students are not to be in or around the Body Walk structure unless they are in a supervised group waiting their turn to participate in Body Walk.**

# Policies and Procedures

(continued)

## Billing Information

Each school will pay \$1.00 per participating student (minimum of \$100 and maximum of \$300 per day) to help defray the cost of Body Walk operation. Child Nutrition & Wellness, KSDE, will bill the host school/district for the entire amount after the Body Walk visit. If the host school has invited other schools to participate in Body Walk, it is the responsibility of the host school to collect payment from the visiting schools.



## Damage to the Exhibit

The exhibit framework, fabric covers and panels with graphics are designed to withstand the stress of daily handling, packing and traveling. However, the materials are NOT indestructible. Some equipment (such as the pulse stick) used in the station activities is sensitive and must not be thrown or dropped. Volunteers and students will be expected to handle all exhibit components with care. NO items are to be thrown, tossed, dropped, etc., while loading, unloading or walking through the assembled exhibit. Any damages to the exhibit that occur from intentional mishandling or carelessness will be charged to the school.

**No food or drink (except water) allowed inside the exhibit!**

## Liability

Each school that participates in the BODY WALK exhibit assumes sole responsibility for any damage or injury caused by assembly or disassembly, or use, of the exhibit.

# Policies and Procedures

(continued)

## Cancellations

Unplanned circumstances may occasionally force the cancellation of Body Walk. Please review the information regarding cancellations:

### Illness of the Body Walk Manager

It is the intent that Body Walk arrive at your school on time and as scheduled. However, the Body Walk Manager is also the truck driver. If the Body Walk Manager is forced to cancel your school visit due to illness or other emergency situations, you will be contacted as soon as Child Nutrition & Wellness is aware of the situation. In the unlikely event your visit is cancelled by Child Nutrition & Wellness, you will **not** pay the Body Walk fee. Because the Body Walk schedule is done for an entire school year, you will not have an opportunity to schedule Body Walk until the following year. However, you will be given scheduling priority at that time.

### Inclement Weather

If school is cancelled due to inclement weather or if the weather prevents the Body Walk truck from traveling to you, you will not have an opportunity to schedule Body Walk until the following year. You will **not** be asked to pay the Body Walk fee. If Body Walk is set up in your school, and school is dismissed early in the day due to inclement weather, you **will** be asked to pay the Body Walk fee for the students who have already participated. The school will still be responsible for having volunteers available to disassemble and load the exhibit onto the truck.



### Cancellation by the School within 48 Hours of Body Walk's Scheduled Arrival

When the Body Walk exhibit date is confirmed for your school, you are obligated to host Body Walk on that day. If the school cancels Body Walk within 48 hours of the scheduled set-up time, the school **WILL** be assessed the Body Walk fee. If you have any potential scheduling conflict, please notify Child Nutrition & Wellness as soon as you are aware of the problem.

## The Schedule for Body Walk Day

Body Walk is a special event coming to your school! Body Walk goes smoothly when everyone involved with the event is flexible and willing to make minor changes in the daily schedule as needed. The volunteer station presenters should plan to arrive a minimum of 20 minutes prior to the time students start through the exhibit.



Students will spend 5 minutes in each of Body Walk's stations. **Station time may not be lengthened or shortened. There will be no exceptions to this policy.**

A 5-minute break for volunteer station presenters may be scheduled every 60 – 90 minutes. More frequent breaks are disruptive to the flow of Body Walk. Breaks are easily scheduled by simply delaying the start of a group of students for 5 minutes.

**The Body Walk schedule works the best if the entire group of volunteers does not eat at the same time. Each volunteer should begin lunch as the last students exit their station. To make the best use of time, allow no more than 30 minutes between the start of the last group of morning students and the beginning of the first group of afternoon students. Please refer to the sample Body Walk schedules that begin on page 9 of this chapter.**

Because Body Walk will usually be traveling to and setting up in another school the same day that you are hosting the exhibit, it is important that your students complete Body Walk in as short a time as can reasonably be expected. If you have a minimal number of students and they have completed Body Walk by late morning, it may not be possible for the exhibit to remain up to allow afternoon kindergarten students to have the Body Walk experience.

If you need assistance with planning your schedule for the day of Body Walk, please feel free to contact the Body Walk Coordinator, 785-291-3605, for assistance.



# Sample Body Walk Schedules

All schools with 200 or fewer students will finish Body Walk before lunch.

## 100 Students

8-10 students per group, 10-13 groups

<u>Start at:</u>	<u>End at:</u>
8:30	9:25
8:35	9:30
8:40	9:35
8:45	9:40
8:50	9:45
8:55	9:50
9:00	9:55
9:05	10:00
9:10	10:05
9:15	10:10
9:20	10:15
9:25	10:20
9:30	10:25

## 150 Students

8-10 students per group, 15-19 groups

<u>Start at:</u>	<u>End at:</u>
8:30	9:25
8:35	9:30
8:40	9:35
8:45	9:40
8:50	9:45
8:55	9:50
9:00	9:55
9:05	10:00
9:10	10:05
9:15	10:10
9:20	10:15
9:25	10:20
9:30	10:25
9:35	10:30
9:40	10:35
9:45	10:40
9:50	10:45
9:55	10:50

## 200 Students

8-10 students per group, 25 groups

<u>Start at:</u>	<u>End at:</u>
8:30	9:25
8:35	9:30
8:40	9:35
8:45	9:40
8:50	9:45
8:55	9:50
9:00	9:55
9:05	10:00
9:10	10:05
9:15	10:10
9:20	10:15
9:25	10:20
9:30	10:25

### 5 minute break

9:40	10:35
9:45	10:40
9:50	10:45
9:55	10:50
10:00	10:55
10:05	11:00
10:10	11:05
10:15	11:10
10:20	11:15
10:25	11:20
10:30	11:25
10:35	11:30
10:40	11:35
10:45	11:40
10:50	11:45

## Sample Body Walk Schedules, continued

<b>250 Students</b>	
8-10 students per group, 25-31 groups	
<u>Start at:</u>	<u>End at:</u>
8:30	9:25
8:35	9:30
8:40	9:35
8:45	9:40
8:50	9:45
8:55	9:50
9:00	9:55
9:05	10:00
9:10	10:05
9:15	10:10
9:20	10:15
9:25	10:20
<b>5 minute break</b>	
9:35	10:30
9:40	10:35
9:45	10:40
9:50	10:45
9:55	10:50
10:00	10:55
10:05	11:00
10:10	11:05
10:15	11:10
10:20	11:15
10:25	11:20
10:30	11:25
<b>5 minute break</b>	
10:40	11:35
10:45	11:40
10:50	11:45
10:55	11:50
11:00	11:55

<b>300 Students</b>	
8-10 students per group, 30-38 groups	
<u>Start at:</u>	<u>End at:</u>
8:30	9:25
8:35	9:30
8:40	9:35
8:45	9:40
8:50	9:45
8:55	9:50
9:00	9:55
9:05	10:00
9:10	10:05
9:15	10:10
9:20	10:15
9:25	10:20
9:30	10:25
9:35	10:30
9:40	10:35
<b>5 minute break</b>	
9:50	10:45
9:55	10:50
10:00	10:55
10:05	11:00
10:10	11:05
10:15	11:10
10:20	11:15
10:25	11:20
10:30	11:25
<b>5 minute break</b>	
10:40	11:35
10:45	11:40
10:50	11:45
10:55	11:50
11:00	11:55
<b>30 minute lunch</b>	
11:35	12:30
11:40	12:35
11:45	12:40
11:50	12:45
11:55	12:50
12:00	12:55
12:05	1:00
12:10	1:05

**Sample Body Walk Schedules, continued**

<b>350 Students</b>				
<b>8-10 students per group, 35-48 groups</b>				
<u>Start at:</u>	<u>End at:</u>	(Cont.)	<u>Start at:</u>	<u>End at:</u>
8:30	9:25		12:00	12:55
8:35	9:30		12:05	1:00
8:40	9:35		12:10	1:05
8:45	9:40		12:15	1:10
8:50	9:45		12:20	1:15
8:55	9:50		12:25	1:20
9:00	9:55		12:30	1:25
9:05	10:00		12:35	1:30
9:10	10:05		12:40	1:35
9:15	10:10		12:45	1:40
9:20	10:15		12:50	1:45
9:25	10:20		12:55	1:50
<b>5 minute break</b>			1:00	1:55
9:35	10:30		1:05	2:00
9:40	10:35		1:10	2:05
9:45	10:40			
9:50	10:45			
9:55	10:50			
10:00	10:55			
10:05	11:00			
10:10	11:05			
10:15	11:10			
10:20	11:15			
10:25	11:20			
10:30	11:25			
<b>5 minute break</b>				
10:40	11:35			
10:45	11:40			
10:50	11:45			
10:55	11:50			
11:00	11:55			
11:05	12:00			
11:10	12:05			
11:15	12:10			
11:20	12:15			
11:25	12:20			
<b>30 minute lunch</b>				

**Sample Body Walk Schedules, continued**

<b>400 Students</b>				
<b>8-10 students per group, 40-50 groups</b>				
<u>Start at:</u>	<u>End at:</u>	(Cont.)	<u>Start at:</u>	<u>End at:</u>
8:30	9:25		12:00	12:55
8:35	9:30		12:05	1:00
8:40	9:35		12:10	1:05
8:45	9:40		12:15	1:10
8:50	9:45		12:20	1:15
8:55	9:50		12:25	1:20
9:00	9:55		12:30	1:25
9:05	10:00		12:35	1:30
9:10	10:05		12:40	1:35
9:15	10:10		12:45	1:40
9:20	10:15		12:50	1:45
9:25	10:20		12:55	1:50
<b>5 minute break</b>			1:00	1:55
9:35	10:30		1:05	2:00
9:40	10:35		1:10	2:05
9:45	10:40		1:15	2:10
9:50	10:45		1:20	2:15
9:55	10:50		1:25	2:20
10:00	10:55		1:30	2:25
10:05	11:00		1:35	2:30
10:10	11:05		1:40	2:35
10:15	11:10		1:45	2:40
10:20	11:15		1:50	2:45
10:25	11:20		1:55	2:50
10:30	11:25		2:00	2:55
<b>5 minute break</b>				
10:40	11:35			
10:45	11:40			
10:50	11:45			
10:55	11:50			
11:00	11:55			
11:05	12:00			
11:10	12:05			
11:15	12:10			
11:20	12:15			
11:25	12:20			
<b>30 minute lunch</b>				

**Sample Body Walk Schedules, continued**

<b>500 Students</b>				
<b>8-10 students per group, 50-65 groups</b>				
<u>Start at:</u>	<u>End at:</u>	(Cont.)	<u>Start at:</u>	<u>End at:</u>
8:30	9:25		12:20	1:15
8:35	9:30		12:25	1:20
8:40	9:35		12:30	1:25
8:45	9:40		12:35	1:30
8:50	9:45		12:40	1:35
8:55	9:50		12:45	1:40
9:00	9:55		12:50	1:45
9:05	10:00		12:55	1:50
9:10	10:05		1:00	1:55
9:15	10:10		1:05	2:00
9:20	10:15		1:10	2:05
9:25	10:20		1:15	2:10
9:30	10:25		1:20	2:15
<b>5 minute break</b>			1:25	2:20
9:40	10:35		1:30	2:25
9:45	10:40		1:35	2:30
9:50	10:45		1:40	2:35
9:55	10:50		1:45	2:40
10:00	10:55		1:50	2:45
10:05	11:00		1:55	2:50
10:10	11:05		2:00	2:55
10:15	11:10		2:05	3:00
10:20	11:15		2:10	3:05
10:25	11:20		2:15	3:10
10:30	11:25		2:20	3:15
10:35	11:30		2:25	3:20
<b>5 minute break</b>			2:30	3:25
10:45	11:40			
10:50	11:45			
10:55	11:50			
11:00	11:55			
11:05	12:00			
11:10	12:05			
11:15	12:10			
11:20	12:15			
11:25	12:20			
11:30	12:25			
11:35	12:30			
11:40	12:35			
11:45	12:40			
<b>30 minute lunch</b>				

# Notes

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