



# Personal Record Keeper

## 1. How to Assemble the *Personal Record Keeper*

Your Sip & Skip kit includes a set of 3 double sided sheets “master sheets”. Make one copy of this set of sheet for each student/participant. NOTE: The order is important – don’t mix them up!

If you are PRINTING a class set of the Sip & Skip *Personal Record Keeper* file, turn off “Auto Rotate and Centre” option in printer dialogue window before printing. Remember to print double sided copies.

Students will assemble their *Personal Record Keeper* as follows:

Holding the set of master sheets together, cut them in half along the centre dotted line. Do not separate the sheets. Place the top section on top of the bottom section. Fold in half (check the inside pages and make sure the page numbers are consecutive). Bind the *Personal Record Keepers* using 2-3 staples.

Participants can now complete personal information on the front and back covers. If time allows they may color in the pictures. The remaining pages will be completed during the program.

## 2. Using the *Personal Record Keeper*

Student booklets are kept at school to decrease the likelihood of loss, or booklets being left at home. Give participants one or more opportunities throughout the day to update personal progress in their booklets, e.g. first thing in the morning, after lunch, before dismissal.

If you are confident they will not be lost, have participants carry their *Personal Record Keeper* with them throughout the challenge (i.e. they will take it home, bring it back to school, etc).

Pages 2-6 of the *Personal Record Keeper* provide information on general program goals, calcium content of foods and jumping ideas. Students track their personal progress beginning on page 7. The last 3 pages of the booklet provide interesting bone facts (that may even surprise you) and a personal reflection opportunity for students.

**Please note:** Day 15, found on page 21, will remain blank if your program is 14 days in duration.

Each day:

- Participants will check one, three or six boxes each time they consume a calcium food choice. Each check box is worth one point. Use the Bone Building Foods chart(s) to figure out how many points are earned per choice.  
**Goal:** - 8 year old student will check off 10 boxes by the end of each day.  
- 9 and 10 year old students will check off all 16 boxes by the end of each day.
- Participants will check one box each time they jump continuously for one minute.  
**Goal:** All three boxes checked by the end of each day.

### What if one or more of the participants are away sick or do not meet their goals?

As a group decide what you will do if someone is away or does not meet their goals.

Here are some options:

- The participant will make up any missing points the following day. The individual will draw extra check boxes on their sheet.
- The participant will extend their challenge by the number of days they were away. Use the pages of the days they were away to record activity and food scores.

