



Body Walk Manual

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Chapter 1

Introduction

The Body Walk is an exciting educational exhibit for Kindergarten-5th grade students. **Body Walk is about learning to *Be Smart from the Inside Out!!***

- It's a great opportunity for students to learn about the importance of making healthy food choices and being physically active.
- It's an exciting tour of the human body featuring engaging, experiential educational activities.

What is Body Walk?

Body Walk consists of:

- a 35-foot (wide) by 45-foot (deep) walk-through exhibit representing the human body,
- a take-home activity book for students to complete with their families,
- information to help publicize the event

As a Result of Body Walk

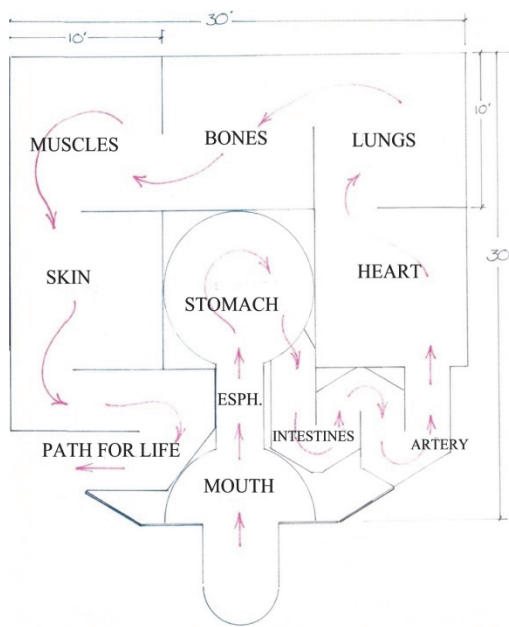
- Schools will use the Body Walk and Smart Bodies materials to give children repeated opportunities to practice healthy behaviors.
- Children will learn about the digestive, nervous, circulatory, respiratory, skeletal, muscular and integumentary systems by walking through the exhibit.
- Children will remember the exhibit because of the use of active learning.
- Linking nutrition, health, and physical activity will help reinforce positive health behaviors and raise the value placed on health.
- Children's eating and health behaviors will improve through learning skills needed to practice lifelong healthy behaviors.
- There will be a greater awareness among parents, school personnel, and community members of the importance of teaching children to practice healthy behavior.

Chapter 2 General Information

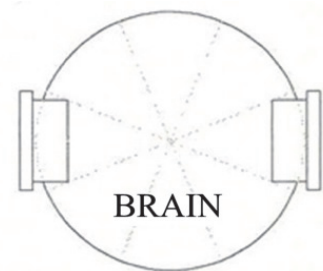
The Body Walk Experience

- At each of the Body Walk's 11 stations, a volunteer presenter engages the students in a 5-minute activity focused on healthy choices.
- The tour begins when students, in groups of 8 to 10, 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 walk to the Choose My Plate station where they are each given a bookmark designating them as a food, such as a carrot, or hamburger.
- 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, lung, bone, muscle, and skin stations.
- Students leave the body through a cut in the skin and proceed through the Pathway for Life. This final station summarizes key health concepts from each of the 10 previous stations.

The Body Walk Manager will be on-site the entire day.



Body Walk Diagram



Bookmark Table

Responsibilities of the LSU AgCenter agents

- Market the Body Walk.
- Schedule the exhibit with schools and schedule set-up times.
- Work with the school coordinator to contact local media.
- Check with the school coordinator 2 weeks prior to the scheduled Body Walk date to help the school finalize the details.
- Do follow-up with school coordinator to make sure all forms and evaluations are complete after the Body Walk.

Responsibilities of the Body Walk Manager

The Body Walk Manager will:

- Deliver the exhibit and all Body Walk props to the school the day before or morning of the scheduled Body Walk exhibit date.
- Direct and assist the volunteers in the set-up and take-down of the exhibit. The Manager will be at the school during the entire Body Walk visit.
- Provide a 15-20 minute orientation for the station presenters prior to the beginning of Body Walk and answer questions you may have about the Body Walk.
- Keep the flow of students going, based on provided schedule.
- Collect participation report and evaluation forms from school coordinators.

Responsibilities of the School Coordinator

- Have **indoor** space available for the Body Walk exhibit the night before the scheduled exhibit date. The floor should be swept and clean. *****Indoor space MUST be at least 35 ft wide and 45 ft deep (long).**
- Have one table and 10 chairs available for use in the exhibit.
- Recruit 6-8 volunteers (**adults or high school students ONLY**) to set-up **AND** take down (total 12-16) the exhibit. **Please do not have children present.**
- Recruit 12-24 presenters to engage the children in the activities provided at each of the 11 Body Walk stations. **The more enthusiastic the presenter, the more the children will enjoy and remember.** Parents, 4-H volunteers, community members, college students, and even high school students, **if they work well with younger students**, are great for this important role. **Student volunteers must be in 8th grade or higher. NO EXCEPTIONS!!** See volunteer recruitment letter in Appendix. (Presenters can double as volunteers for set-up & take down if they are able to come early and/or stay late.)
- Assist LSU AgCenter agents and teachers with Body Walk by copying and distributing:
 - Teacher memos describing and explaining Body Walk (Appendix of this manual)
 - Body Walk classroom activities (located on School Coordinator CD)

- Complete and give participation report and Body Walk School Evaluation form to the Body Walk Manager at the end of the day.

Please refer to the *Checklist* in Chapter 3 for a detailed listing of school responsibilities.

The school is responsible for securing volunteers to set up and take-down the exhibit and to serve as station presenters.

Policies and Procedures

Student Participation

A minimum of 300 students and a maximum of 650 students can experience the Body Walk on a school day. If your school has more than 650 K-5th grade students, then the exhibit should be scheduled for two days or a grade could be eliminated.

Please note if more than 550 students are scheduled for 1 day, extra volunteers may be needed to ensure presenters get a break.

Students go through the Body Walk in groups of 8-10. A new group can start through the exhibit every 5 minutes. **It will take approximately one hour for each group of students to go through the exhibit.** When making the schedule please allow a full one hour block for each group that does not conflict other scheduled activities (lunch, recess). Body Walk is designed to be accessible for all students. If you have students in wheelchairs, they may participate in Body Walk.

Participation Requirements

The following requirements apply to all students, teachers, and volunteers.

- No food or drinks are allowed inside the exhibit (Presenter's may have a bottle of water).
- Treat the teachers, volunteers, and exhibit with care and respect, no horseplay allowed.
Students will immediately be asked to leave for disruptive behavior.
- **Teachers must tour the ENTIRE exhibit with their students! No exceptions!**

Setting Up the Exhibit

On most days, the Body Walk exhibit will be set up the day before the scheduled school date. The set-up time will be arranged when you are contacted by the LSUAgCenter agent prior to the Body Walk Day. The exhibit will be taken down immediately after the last group completes their tour.

The Body Walk exhibit is 35 feet wide and 45 feet deep. There must be adequate space to walk completely around the outside of the exhibit once it is in place. In addition, children will need space as they enter and leave the exhibit. (45 feet by 55 feet will allow enough space for the Brain Station and the Choose My Plate Station).

The Body Walk **MUST BE SET UP INDOORS.** The exhibit will not be taken down for lunch. If students eat in the same area where the exhibit will be set up, alternate arrangements must be made for breakfast and lunch (sack breakfast and lunches).

Please allow 2 hours for set-up and 1 hour for take down

Damage to the Exhibit

The exhibit framework, fabric covers, and graphic panels are designed to withstand the stress of daily handling, packing, and traveling; however, the materials are NOT indestructible. Volunteers and students will be expected to handle all exhibit components with care. **NO items are to be thrown, tossed, and 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 allowed inside of the exhibit!

Teachers must go into and tour the ENTIRE exhibit with their classes

Cancellations

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

- **Illness of the Body Walk Manager**--It is the intent that the Body Walk arrive at your school on time and as scheduled; however, the Manager is also the 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 the AgCenter is aware of the situation.
- **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 have an opportunity to schedule the Body Walk at the next available time.
- **Cancellation by the School**--When the exhibit date is confirmed, you are obligated to host the exhibit on that day. If the school must cancel the Body Walk for any reason, please do so as soon as possible. **Please notify the AgCenter agent 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! **The Body Walk operates smoothly when everyone involved with the event is flexible and willing to make minor changes in the daily schedule as needed. Teachers must tour the exhibit with their students.** The station presenters should plan to arrive 30 minutes prior to the scheduled start time.

Students will spend approximately 5 minutes in each of the 11 Body Walk stations. A 5 minute break for station presenters may be scheduled every 60-90 minutes. More frequent breaks are disruptive to the Body Walk flow.

The Body Walk schedule works best if the entire group of volunteers does not eat at the same time. Each volunteer presenter 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 the morning students and the beginning of the first group of afternoon students.

PLEASE USE THE SAMPLE SCHEDULES ON THE FOLLOWING PAGES FOR THE BODY WALK—THE EVENT WILL RUN MUCH SMOOTHER AND OUT-OF-CLASS TIME WILL BE MINIMIZED.

300 Students		350 Students	
8-10 students per group, 30-38 groups		8-10 students per group, 35-48 groups	
Start at:	End at:	Start at:	End at:
8:30	9:25	8:30	9:25
8:35	9:30	8:35	9:30
8:40	9:35	8:40	9:35
8:45	9:40	8:45	9:40
8:50	9:45	8:50	9:45
8:55	9:50	8:55	9:50
9:00	9:55	9:00	9:55
9:05	10:00	9:05	10:00
9:10	10:05	9:10	10:05
9:15	10:10	9:15	10:10
9:20	10:15	9:20	10:15
9:25	10:20	9:25	10:20
9:30	10:25	<i>5 MINUTE BREAK</i>	
9:35	10:30	9:35	10:30
9:40	10:35	9:40	10:35
<i>5 MINUTE BREAK</i>		9:45	10:40
9:50	10:45	9:50	10:45
9:55	10:50	9:55	10:50
10:00	10:55	10:00	10:55
10:05	11:00	10:05	11:00
10:10	11:05	10:10	11:05
10:15	11:10	10:15	11:10
10:20	11:15	10:20	11:15
10:25	11:20	10:25	11:20
10:30	11:25	10:30	11:25
<i>5 MINUTE BREAK</i>		<i>5 MINUTE BREAK</i>	
10:40	11:35	10:40	11:35
10:45	11:40	10:45	11:40
10:50	11:45	10:50	11:45
10:55	11:50	10:55	11:50
11:00	11:55	11:00	11:55
<i>30 MINUTE LUNCH</i>		11:05	12:00
11:35	12:30	11:10	12:05
11:40	12:35	11:15	12:10
11:45	12:40	11:20	12:15
11:50	12:45	11:25	12:20
11:55	12:50	<i>30 MINUTE LUNCH</i>	
12:00	12:55	12:00	12:55
12:05	1:00	12:05	1:00
12:10	1:05	12:10	1:05
NOTES:		12:15	1:10
		12:20	1:15
		12:25	1:20
		12:30	1:25
		12:35	1:30
		12:40	1:35
		12:45	1:40
	12:50	1:45	

400-450 Students			
<i>8-10 students per group, 45-55 groups</i>			
Start at:	End at:	Start at:	End at:
8:30	9:25	<i>30 MINUTE LUNCH</i>	
8:35	9:30	12:00	12:55
8:40	9:35	12:05	1:00
8:45	9:40	12:10	1:05
8:50	9:45	12:15	1:10
8:55	9:50	12:20	1:15
9:00	9:55	12:25	1:20
9:05	10:00	12:30	1:25
9:10	10:05	12:35	1:30
9:15	10:10	12:40	1:35
9:20	10:15	12:45	1:40
9:25	10:20	12:50	1:45
<i>5 MINUTE BREAK</i>		12:55	1:50
9:35	10:30	1:00	1:55
9:40	10:35	1:05	2:00
9:45	10:40	1:10	2:05
9:50	10:45	1:15	2:10
9:55	10:50	1:20	2:15
10:00	10:55	1:25	2:20
10:05	11:00	1:30	2:25
10:10	11:05	1:35	2:30
10:15	11:10	1:40	2:35
10:20	11:15	1:45	2:40
10:25	11:20	1:50	2:45
10:30	11:25	1:55	2:50
<i>5 MINUTE BREAK</i>		2:00	2:55
10:40	11:35	NOTES:	
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		

500-550 Students

9-10 students per group, 45-55 groups

Start at:	End at:	Start at:	End at:
8:30	9:25		
8:35	9:30	12:00	12:55
8:40	9:35	12:05	1:00
8:45	9:40	12:10	1:05
8:50	9:45	12:15	1:10
8:55	9:50	12:20	1:15
9:00	9:55	12:25	1:20
9:05	10:00	12:30	1:25
9:10	10:05	12:35	1:30
9:15	10:10	12:40	1:35
9:20	10:15	12:45	1:40
9:25	10:20	12:50	1:45
<i>5 MINUTE BREAK</i>		12:55	1:50
9:35	10:30	1:00	1:55
9:40	10:35	1:05	2:00
9:45	10:40	1:10	2:05
9:50	10:45	1:15	2:10
9:55	10:50	1:20	2:15
10:00	10:55	1:25	2:20
10:05	11:00	1:30	2:25
10:10	11:05	1:35	2:30
10:15	11:10	1:40	2:35
10:20	11:15	1:45	2:40
10:25	11:20	1:50	2:45
10:30	11:25	1:55	2:50
<i>5 MINUTE BREAK</i>		2:00	2:55
10:40	11:35	NOTES:	
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		
<i>20 MINUTE LUNCH</i>			
11:50	12:45		
11:55	12:50		

Chapter 3 Getting Ready

3 weeks before the Body Walk:

- _____ Print the Body Walk Appendix and make copies of *Teacher Memo, The Body Walk Experience, and Volunteer Recruitment Letter*.
- _____ Recruit 6-8 volunteers to set up Body Walk. (Refer to *Volunteer Recruitment Letter* and *Set-Up and Take Down Crew* in the Appendix.)
- _____ Recruit 6-8 volunteers to take down Body Walk. (Refer to *Volunteer Recruitment Letter* and *Set-Up and Take-Down Crew* in the Appendix.)
- _____ Recruit 12-24 volunteer station presenters (12 if volunteers work all day and 24 if they work ½ day). (Refer to *Volunteer Recruitment Letter* and *Station Presenters* in Appendix.)
- _____ Notify the cafeteria manager of the Body Walk exhibit.
- _____ Arrange indoor space for the Body Walk exhibit to be set up.

1 week before Body Walk:

- _____ Provide *Tips for Station Presenters* and station script to volunteers who will present at each station. (Refer to *Body Walk Station Scripts 2011* under *Body Walk Information* on the **School Coordinator CD**.)
- _____ Complete *Classroom Schedule* and send to teachers. (Refer to *Body Walk Classroom Schedule* in the Appendix.)
- _____ Decide if you will provide any snacks, meals or refreshments for volunteers.

2 days before Body Walk:

- _____ Verify indoor space where Body Walk will be set up.
- _____ Arrange for parking where the Body Walk truck will unload.
- _____ Have a 4-foot to 8-foot table and 10 chairs available for use in the exhibit.

The day before Body Walk:

_____ **Remind teachers and cafeteria manager that tomorrow is Body Walk Day!**
(Refer to *Teacher Memo* and *Classroom Schedule* in the Appendix.)

_____ **Remind all volunteers that tomorrow is Body Walk Day!**

_____ **Purchase any food items for snacks or refreshments for volunteers.**(Bottled water is refreshing for station presenters.)

Body Walk Day:

_____ **Complete the Participation Report and Body Walk School Evaluation and give to the Body Walk Manager, at the conclusion of the day.** (Refer to the *Participation Report* and *Body Walk School Evaluation* in the **Appendix.**)

Within one week following Body Walk:

_____ **Complete and mail Body Walk Evaluation Form, if not turned into Body Walk Manager.** (Refer to *Body Walk Evaluation Form* in the **Appendix.**)

_____ **Remind teachers to send in student's artwork of the Body Walk or Smart Bodies classroom activities.** (Refer to *What I like best about the OrganWise Guys & the Louisiana Body Walk:* in the **Appendix.**)

_____ **Remind teachers to continue implementing the Smart Bodies curriculum by including Body Walk classroom activities in their lessons.** (Refer to *Classroom Activities* under *Body Walk Information* on the **School Coordinator CD**).

Maximize the Body Walk Experience

Prepare students to learn as much as possible from the Body Walk.

Encourage teachers to use the classroom activities. These are available on the school coordinator CD (refer to *Science Experiments for Body Walk* under *Body Walk Information* on the School Coordinator CD). These are used to introduce the concepts presented in Body Walk. Suggested follow-up classroom activities will help reinforce and extend the learning experience. Students gain more knowledge when they are exposed to information more than once.

Recruit volunteers early!

Enthusiastic volunteers are essential to creating the ideal Body Walk experience. **Without volunteers, the Body Walk will not happen.** Start volunteer recruitment early to ensure that you have enough people for all jobs. Ask volunteers to dress the “part” they are presenting. There are some suggestions on each station script, but be creative and make your own innovative costume!

Provide a “goody bag” for each student to take home

Enlist the help of teachers to make a “goody bag” for each student to take home. Assemble all items in a plastic bag and have them ready to distribute as the students exit Body Walk.

Remember, the Body Walk exhibit provides a take-home activity booklet for each student!

Serve healthy beverages and snacks

Ask community businesses and groups to donate items for healthy snacks. Snacks can be eaten at the conclusion of the Body Walk tour or sent home as a part of the “goody bag”.

Build student excitement before the exhibit arrives!

1. Introduce the OrganWise Guys and discuss Body Walk in the classroom.
2. Emphasize fruits and vegetables in the cafeteria during the week of the Body Walk visit! Work with school food service personnel to have a wide selection of fruits and vegetables offered during school lunch! Decorate the cafeteria with appropriate nutrition posters or have students draw the OrganWise Guys and fruits and vegetables. Post the original artwork.

Be sure each class concludes the meal with some physical activity. Let each class select their own physical activity after the meal.

3. Make a public address announcement linking the Body Walk to healthy eating in school!
4. Implement the Smart Bodies curriculum in the classroom and teach lessons on the human body and health in the weeks leading up to Body Walk.