



Bath and North East Somerset

Director of Public Health Award

How to achieve the Healthy Outcomes Certificate (FE)

Introduction

The Healthy Outcomes Certificate is a great way for your college to demonstrate how it is tackling health inequalities, and supporting the most vulnerable young people to improve their health and well-being.

To gain the Healthy Outcomes Certificate, you will need to show how your college has improved the health and well-being of your young people. Colleges will need to do three things:

1. Join the programme
2. Submit a completed Reporting Tool
3. Submit two short case studies.

Submission is to the Director of Public Health Award Coordinator who will then take the completed Reporting Tool and Case studies to the Award group. This group meets twice a year, in September/October and February/March. The exact dates will be advertised in the news section of the website.

It is suggested that it will take up to one academic year to complete the work needed to gain the Healthy Outcomes Certificate. A college starting its chosen interventions in September one year should be finished by July of the next and be ready to submit to the Award group at the next available date.

Joining the Programme

To access the tools you need to gain the Healthy Outcomes Certificate you need to have joined the programme through the website.

Once you have done this you will receive an e-mail from the Director of Public Health Award Coordinator asking which Certificate you want to start working towards and also to provide some dates for your first meeting with the Coordinator. This meeting will show you how to complete all the necessary requirements in order to achieve the Healthy Outcomes Certificate.

The Process

In order for a college to be able to make an informed decision about what outcomes to work towards achieving, several steps need to be completed. Each step is described below.

Step One – Find what the main health issues are

Firstly, to build up an accurate picture of the most pressing health issues, you will need to gather together information from two key sources - the Bath and North East Somerset Health Profile and your own Health Related Behaviour Questionnaire.

Bath and North East Somerset Health Profile

The B&NES Health Profile can be downloaded from the website:

Home > Further Education> Healthy Outcomes Certificate > Health Profiles

It gives you an overall picture of our local health priorities for children and young people in one easy-to-read document.

Your own Health Related Behaviour Survey

This should give you a good picture of the health issues in your college.

You can also get a good idea of the health issues in our Secondary schools by looking at the SHEU B&NES Headline Report for Secondary Schools. This report is available on the website in the Health profiles section as above. It gives a broad overview of the health issues in our Secondary schools, some of whose students may attend college later.

Step Two - Deciding on your Outcomes

Home > Further Education > Healthy Outcomes Certificate > Outcomes

You need to decide on two outcomes – one Whole College and one for a smaller group of Students in more Challenging Circumstances (StiCCs).

The Whole College Outcome

The Whole College Outcome should be developed in consultation with your students. It will aim to make a 10% improvement on whatever the target outcome is – for example, a 10% increase in students accessing sexual health support services, or a 10% increase in students reporting the college takes bullying seriously.

The website has a link to different lists of outcomes under the main priority areas – healthy eating, drug misuse, sexual health, emotional health and well-being, tobacco and smoking, alcohol misuse, physical activity and sun safety.

There are a limited number of outcomes to choose from. You should pick one outcome from one list that best fits what you want the whole college community to achieve.

Students in Challenging Circumstances Outcome (StiCCs)

The definition of the StiCCs group will be a decision for the college. In deciding what vulnerable group the college wishes to work with, it is worth bearing in mind the following Ofsted advice:

We must test the provider's response to individual needs by observing how well it helps all learners to make progress and fulfil their potential, especially those whose needs, dispositions, aptitudes or circumstances require particularly perceptive and expert teaching and, in some cases, additional support. Such learners may include:

- disabled learners, as defined by the Equality Act 2010, and those who have special educational needs
- boys/men
- girls/women
- groups of learners whose prior attainment may be different from that of other groups
- those who are academically more or less able
- learners for whom English is an additional language
- minority ethnic pupils
- Gypsy, Roma and Traveller learners
- learners qualifying for a bursary scheme award
- looked after children
- lesbian, gay and bisexual learners
- transgender learners
- young carers
- learners from low income backgrounds
- learners from different religions and beliefs
- ex-offenders
- teenage mothers
- other vulnerable groups.

Ofsted Handbook for the inspection of further education and skills September 2012, No. 120061

The choice of outcome for the StiCCs group will vary depending on the group of young people that you have selected. You can base the wording of the outcome on one of the suggested Whole College Outcomes, or choose something different. The wording of the outcome should be SMART and checked with the Director of Public Health Award Coordinator before recording.

Because of the smaller numbers involved in a StiCCs group, you don't need to make a 10% change, but you are aiming to make an improvement in some measurable way.

It is important that work with this group does not lead members open to stigmatization. The Director of Public Health Award Coordinator will be able to help with this should you have concerns.

Step Three – Deciding what Interventions to use

Home > Further Education > Healthy Outcomes Certificate > Interventions

Interventions should be chosen from the Interventions Directory. It is good practice to choose interventions that have been evaluated. These interventions can be relied on to make a positive difference if implemented correctly. It may be that you will need to adapt them to meet your specific needs.

Where no evaluated interventions exist, examples of other evidence based activities are provided. These are called 'Other interventions'. These are all based on work that schools have done in B&NES as part of previous initiatives (Healthy Schools Plus) which have been shown to be effective. You may wish to try one or more of these examples, or develop your own.

You are advised to check your choices of whole college intervention and your StiCCs intervention through with the Director of Public Health Award Coordinator to ensure they meet good practice guidelines.

Once you have chosen your intervention(s) you are ready to fill out the on-line Reporting Tool.

Step Four - Completing the On-line Reporting Tool

The **Reporting Tool** is only available on the secure part of the site. It is a handy and straightforward way of recording the work you are doing to gain the Healthy Outcomes Certificate.

To access your own version of the **Reporting Tool** you need to log on and then click '**My Account**' followed by '**HOC Action Plan and Reporting Tool**'.

The tool is split into two sections – the Whole College Priority Outcome and the Students in Challenging Circumstances Priority Outcome.

You will be asked to provide various pieces of information. The explanation of each is printed in the coloured explanation boxes on the two diagrams below, the first focuses on Whole College Priorities, the second focuses on Students in Challenging Circumstances.

Data completed *

Apr 2012

- Whole School Priority

Priority *
- Select -

Intended outcomes *

Baseline number *

Baseline number collected in *
Month Year

Target number *

Target number to be achieved by *
Month Year

Chosen Interventions *

Interim measure *

Interim measure collected in *
Month Year

Final Measure *

Final measure collected in *
Month Year

This Button **MUST NOT** be pressed until everything is completed. **It is the final action**

Select which priority your outcome will meet - (healthy eating, drug misuse, sexual health, EHWB, alcohol misuse, tobacco/smoking, physical activity or sun safety)

You will have selected this from the suggested list

The number of young people at the start of the work displaying this behaviour

The month/year when you collected the data

The number of young people you are aiming to end up with displaying this behaviour

The month/year you want to complete the work and have achieved the outcome by

Chosen from the suggested list from the Interventions Directory

After approximately 4/5 months you will need to take a measure to see if the intervention you have chosen is having the desired effect

The month/year when you collected the interim data

The number of young people who are displaying this behaviour at the end of the intervention

The month/year when you collected the data

Important: Whenever you add any information, you need to scroll down to the bottom of the page and press 'save progress' before leaving the secure site. **Do NOT press the 'submit' button at the top of the page unless you are ready to apply for the certificate.**

- Children In Challenging Circumstances Priority:

Priority *

- Select -

Select which priority your outcome will meet - (healthy eating, drug misuse, sexual health, EHWB, alcohol misuse, tobacco/smoking, physical activity or sun safety)

Intended outcome *

You might have selected this from the suggested list or devised your own

Baseline number *

The number of StiCCs at the start of the work displaying this behaviour

Baseline number collected in *

Month Year

The month/year when you collected the data

Target number *

The number of StiCCs you are aiming to end up with displaying this behaviour

Target number to be achieved by *

Month Year

The month/year you want to complete the work and have achieved the outcome by

Chosen Interventions *

Chosen or adapted from the suggested list from the Interventions Directory

Interim measure *

After approximately 4/5 months you will need to take a measure to see if the intervention you have chosen is having the desired effect

Interim measure collected in *

Month Year

The month/year when you collected the interim data

Final Measure *

The number of StiCCs who are displaying this behaviour at the end of the intervention

Final measure collected in *

Month Year

The month/year when you collected the data

Save Progress



Whenever you add any information, you need to press 'save progress' before leaving the secure site.

Submitting the Action Plan and Reporting Tool

When you have completed both Outcomes, and got final data recorded on the tool, you are ready to submit the form. To do this, select the date of submission and then click on the 'submit' button at the top of the form.

You will receive an e-mail back to your registered e-mail address reminding you to also submit the two case study forms by e-mail to the Director of Public Health Award coordinator.

Case studies

You are required to submit two short case studies to the Award Group alongside your submitted Reporting Tool. One case study is for the Whole College Outcome, the other is for the StiCCs.

There are proformas available in the secure area of the site for you to download and write straight onto. These can be found by clicking on 'My Account' then 'Case study pro forma documents'. You will find instructions on how to complete each case study there.

.....and Finally

Once gained, the certificate is valid for two years. To ensure that the college continues to improve the health and well-being of its children and young people, it will need to be renewed after two years.