



Bath and North East Somerset

Director of Public Health Award

How to achieve the Healthy Outcomes Certificate

Introduction

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

To gain the Healthy Outcomes Certificate, you will need to show how your school has improved the health and well-being of your children and young people. Schools 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 school 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 which package of support you wish to access. You will also be asked 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 school 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 three key sources - the Bath and North East Somerset Health Profile, the School Health Profile and the school's Health Related Behaviour Questionnaire (SHEU survey or equivalent).

All of these can be downloaded from the website:

Home > Schools> Healthy Outcomes Certificate > Health Profiles

Bath and North East Somerset Health Profile

The Bath and North East Somerset Health Profile gives you an overall picture of our local health priorities in one easy-to-read document.

School Health Profile

In addition to the Bath and North East Somerset Health profile, your school will hold a wealth of other health related data. The School Health Profile document points you in the direction of sources of useful health and well-being information you already have in school.

The School's Health Related Behaviour Survey

If you take part in the Health Related Behaviour survey (currently run by the Schools Health Education Unit, SHEU), this should give you a good picture of the health issues in your school. If you didn't take part in the survey last time, you can still get a good idea of the health issues in our schools by looking at the B&NES Headline Reports for either Primary or Secondary schools.

Step Two - Deciding on your Outcomes

Home > Schools > Healthy Outcomes Certificate > Outcomes

You need to decide on two outcomes – one Whole School and one for a smaller group of Children in Challenging Circumstances (ChiCCs).

The Whole School Outcome

The Whole School Outcome should be developed in consultation with your children and young people. It will aim to make a 10% improvement on whatever the target outcome is – for example, a 10% increase in children walking to school, or a 10% increase in children reporting they feel safer in school.

The website has a link to six different lists of outcomes under the main priority areas – Healthy weight, Substance misuse, Sexual health, Emotional health and well-being, Dental health and Sun safety.

There are a limited number of outcomes to choose from - up to 15 possible outcomes under each priority. You should pick one outcome from one list that best fits what you want the whole school community to achieve.

Children in Challenging Circumstances Outcome (ChiCCs)

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

Inspection is primarily about evaluating how individual pupils benefit from their school. It is important to test the school's response to individual needs by observing how well it helps all pupils 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. Depending on the type of school, such pupils may include:

- disabled pupils, as defined by the Equality Act 2010, and those who have special educational needs
- boys
- girls
- groups of pupils whose prior attainment may be different from that of other groups
- those who are academically more or less able
- pupils for whom English is an additional language
- minority ethnic pupils
- Gypsy, Roma and Traveller children
- looked after children
- pupils known to be eligible for free school meals
- lesbian, gay and bisexual pupils
- transgender pupils
- young carers
- pupils from low income backgrounds
- other vulnerable groups.

The evaluation schedule for the inspection of maintained schools and academies January 2012, No. 090098

The choice of outcome for the ChiCCs group will vary depending on the group of children or young people that you have selected. You can base the wording of the outcome on one of the suggested Whole School 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 ChiCCs 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 > Schools > 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 previous work that schools have done in B&NES 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 school intervention and your ChiCCs 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 School Priority Outcome and the Children 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 School Priorities, the second focuses on Children 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**

A drop down box asks you to select which of the six priorities your outcome will meet - (Healthy Weight, substance misuse, Sexual Health, EHWB, Dental Health or Sun Safety)

You will have selected this from the suggested list

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

The month/year when you collected the data

The number of children/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 children/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 -

A drop down box asks you to select which of the six priorities your outcome will meet - (Healthy Weight, substance misuse, Sexual Health, EHWB, Dental Health or Sun Safety)

Intended outcome *

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

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

Baseline number *

Baseline number collected in *

Month Year

The month/year when you collected the data

Target number *

The number of ChiCCs 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

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 *

Interim measure collected in *

Month Year

The month/year when you collected the interim data

Final Measure *

The number of ChiCCs 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 School Outcome, the other is for the ChiCCs.

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 school continues to improve the health and well-being of its children and young people, it will need to be renewed after two years.