

# GATESHEAD SCHOOLS HEALTH & WELLBEING AWARD FRAMEWORK

## Supporting Information

September 2020



# 1. Background & Context

The Gateshead Schools Health and Wellbeing Service (GSHWS) exists to support and encourage school development within the area of health and wellbeing. In particular, the GSHWS encourages schools to develop and **enhance their existing level of provision via engagement with a dedicated award framework – ‘The Gateshead Schools Health & Wellbeing Award’ (GSHWA).**

The GSHWA is underpinned by the belief that **ALL children and young people have a right to be healthy** and that healthier children are more likely to achieve at school and in life. Crucially it acknowledges that school's health and wellbeing is not just about children and young people, it is about involving the whole school and wider community together with many local services and agencies.

The award framework and associated application process has been carefully designed following an extensive consultation exercise with schools and key local partners. As a result, the framework is considered to be both **supportive AND comprehensive**, ensuring consideration is given to the **breadth AND depth of provision.**

**Careful consideration has also been given to the differing needs and circumstances of individual schools, their pupils and communities.** This is reflected in the way the award framework has been structured and in the fact that schools can gain recognition against 4 distinct levels:



Additional information relating to each of the four levels and how schools can achieve the associated award is provided within the following sections of this document.

## 2. How to Apply for a Gateshead Schools Health & Wellbeing Award (GSHWA)

Schools are required to undertake the steps outlined below in order to apply for a GSHWA:

### 2.1 Register Interest

All schools affiliated to the Gateshead Schools Health & Wellbeing Service can participate in the GSHWA programme. Schools are required to register their interest in accessing the award programme by contacting [cwlschoolshealthandwellbeing@gateshead.gov.uk](mailto:cwlschoolshealthandwellbeing@gateshead.gov.uk). Upon registering, schools will be sent a password protected Whole School Review Tool and may begin the application process.

### 2.2 Complete the Whole School Review Tool

The Gateshead Schools Health & Wellbeing Service (GSHWS) Whole School Review Tool has been carefully designed to support schools in assessing their current provision, practice and outcomes for health and wellbeing across the school. It has been structured to help schools measure and evidence their existing provision (*quality and quantity*) whilst also identifying priorities for development in the future.

This supportive review tool encourages reflection on standards organised under seven headings:

1. Leadership, Management and managing change
2. Policy Development
3. Learning and teaching, curriculum planning, resourcing and assessment
4. Giving children and young people a voice
5. Provision of support services for children and young people
6. Staff continuing professional development needs, health and wellbeing
7. Partnerships with parents/carers, external agencies and local communities

When working through the whole school review tool schools should ensure that they:

- Complete **ALL 7** sections (*and associated subsections*) of the document as detailed above.
- Make an **informed** judgement of the current position of Health and Wellbeing across the school.
- Provide sign-posts to **sources of evidence** to support the judgements made:
  - It is acceptable to use the same evidence base against a number of different criteria where applicable.
  - Examples of impact on pupil outcomes should be provided where possible.
- Complete the **ACTION PLAN** section.
- Ensure the **ENDORSEMENT** section is completed by the head teacher and chair of governors

### 2.3 Submit the Completed Whole School Review Tool

Upon completion, schools are required to submit their completed Whole School Review Tool via email to; [cwlschoolshealthandwellbeing@gateshead.gov.uk](mailto:cwlschoolshealthandwellbeing@gateshead.gov.uk). Please refer to the following section for confirmation of the application windows and associated deadlines.

### 3. Key Deadlines and Timescales

Pre-defined 'phases' have been identified to support the effective monitoring and administration of the award programme. The table below clearly indicates periods during which schools are able to submit their application (*Application Window*) alongside details of when schools can expect to receive confirmation of the outcome (*Outcome Confirmed*)\*.

\*The length of time taken to confirm individual school awards will vary in line with the number of applications received and the level of award applied for.

YEAR	PHASE 1		PHASE 2		PHASE 3	
	Application Window	Outcome Confirmed	Application Window	Outcome Confirmed	Application Window	Outcome Confirmed
2020/21	<b>Autumn 1</b> 7 <sup>th</sup> Sep 2020 23 <sup>rd</sup> Oct 2020	<b>Autumn 2</b> 2 <sup>nd</sup> Nov 2020 18 <sup>th</sup> Dec 2020	<b>Spring 1</b> 4 <sup>th</sup> Jan 2021 12 <sup>th</sup> Feb 2021	<b>Spring 2</b> 22 <sup>nd</sup> Feb 2021 1 <sup>st</sup> April 2021	<b>Summer 1</b> 19 <sup>th</sup> April 2021 28 <sup>th</sup> May 2021	<b>Summer 2</b> 7 <sup>th</sup> June 2021 23 <sup>rd</sup> July 2021

#### 3.1 How Long is the Award Valid For?

All award levels are valid for a maximum period of **2 years** without a need to undertake the whole school review process again during this time. Schools are however **required to comply with the following to sustain their award beyond the first year:**

- The school **must remain affiliated** to the Gateshead Schools Health & Wellbeing Service.
- The school are required to re-submit a copy of their **ORIGINAL** action plan to include an evaluation against the identified targets.
- The school are required to submit an **UPDATED** action plan identifying targets and priorities for the year ahead.

#### 3.2 Upgrading an Award

In order to upgrade an award, schools must re-submit a **FULLY UPDATED** copy of their completed Whole School Review Tool. Schools can reapply at any time within the Application Windows identified above. Schools will also have the opportunity to apply for 'Innovation Status' providing they have already achieved an award at Bronze, Silver or Gold level.

Additional detail relating to all of the above is provided over the page.

### 3.2 Upgrading an Award (cont.)

	How to Achieve Award Status	How to Sustain or Upgrade Award Status after 1 Year		
	Schools Meet the Basic Award Criteria	To Sustain	Innovation Status	To Upgrade
Focusing	The school has <u>actively engaged</u> with the award framework and has submitted their completed whole school review tool. Sources of evidence are clearly detailed with all evidence available to the GSHWA review and validation panel upon request. As part of this process the school has developed and submitted a supporting action plan to indicate how provision will be enhanced over the next year.		n/a	
Bronze	The school has submitted their completed whole school review tool, successfully meeting all of the criteria required to achieve a BRONZE level award. Sources of evidence are clearly detailed with all evidence available to the GSHWA review and validation panel upon request. As part of this process the school has developed and submitted a supporting action plan to indicate how provision will be enhanced over the next year.	Schools must remain affiliated to the Gateshead Schools Health & Wellbeing Service.	Schools must first meet any actions necessary in order 'to sustain' their existing award level ( <i>column left</i> ).	In order to upgrade their award status, schools must re-submit a FULLY UPDATED copy of their completed whole school review tool. Schools can re-submit at any time within the pre-defined 'Application Windows'.
Silver	The school has submitted their completed whole school review tool, successfully meeting all of the criteria required to achieve both the BRONZE and SILVER level awards. Sources of evidence are clearly detailed with all evidence available to the GSHWA review and validation panel upon request. As part of this process the school has developed and submitted a supporting action plan to indicate how provision will be enhanced over the next year.	Schools are required to re-submit a copy of their ORIGINAL action plan to include an evaluation against the identified targets.	Schools then have the option of achieving 'Innovation' status by undertaking a written/video case study designed to showcase an area of innovative and effective practice. Innovation status is ONLY available to schools who have already achieved a Bronze, Silver or Gold level award.	
Gold	The school have submitted their completed whole school review tool, successfully meeting all of the criteria required to achieve BRONZE, SILVER & GOLD level awards. Sources of evidence are clearly detailed with all evidence available to the GSHWA review and validation panel upon request. As part of this process the school has developed and submitted a supporting action plan to indicate how provision will be enhanced over the next year.	Schools are required to submit an UPDATED action plan identifying targets and priorities for the year ahead.		n/a <i>(options are available to extend the award framework if required)</i>

## 4. Assessment and Quality Assurance

### 4.1 How will the application be assessed?

In the first instance, this will be undertaken via a formal desktop assessment. The assessment will then be audited and a sample of applications will be followed up by validation. This validation may be in the form of a telephone call or email to clarify/check criteria or there may be an informal school visit. All Gold Award applications will receive a school visit. All applications will then be submitted to a panel for adoption, when final results will be ratified.

### 4.2 When might specific evidence be required?

**Please note:** Whilst key SOURCES of evidence must be detailed within your completed whole school review tool, it is NOT NECESSARY to submit any physical evidence alongside your application in the first instance. In order to quality assure the framework however **a number of schools will be identified at random for validation**. Schools selected for validation **will be required to provide specific evidence to varying degrees** in line with the level of award under consideration and findings of the individual validator.

**Documentation that may be requested might include:**

- Evidence of relevant/applicable documentation
- Latest OFSTED report and relevant action plans
- Health and Wellbeing section within the school prospectus
- School development plan
- Evidence of community links
- Relevant links to school website