The Healthy Schools London (HSL) Gold Award Reporting Template Guide

Guide to achieving Healthy Schools London Gold Status
Healthy Schools London (HSL) Gold Award

Criteria for achieving Gold
HSL recognises good practice in demonstrating, sustaining (and learning from) outcomes and impact in supporting children and young people to achieve and maintain good health and wellbeing. In order to achieve the Gold Award, school should:

1. Have achieved and maintained the HSL Silver Award
2. Record results and outcomes
3. Detail approach taken
4. Provide analysis of results
5. Explain how activity is being sustained

Process for achieving Gold
Schools must work with their Healthy Schools Borough Lead where they exist. The Borough Lead will work with the school to plan/implement action to achieve the HSL Gold Award. The school will self-validate & agree final validation for HSL Gold with the Borough Lead. The Borough Lead must approve the application before the HSL Team will assess. The HSL Team assesses all applications which are then sent for external verification.

Schools without a Local Healthy Schools Lead will be assessed directly by the HSL Team before sending for external verification process.

As the HSL Gold Award is reviewed externally, timescales may vary. The HSL Team aim to provide notification to Gold Award applicants within 12 weeks of the application being submitted.

If initially unsuccessful in their application, schools are allowed one re-submission.

Consent to share the school's HSL Gold Award Report and Photographs
On page 2 'School Details', the school is required to indicate whether it agrees to sharing their HSL Gold Award report and any photographs with colleagues associated with Healthy Schools London. This includes the Healthy Schools London Team, HSL Strategic Advisory Group (SAG), Local Healthy Schools Teams, schools and potentially on the Healthy Schools London website.
To achieve the HSL Gold Award, the report will be shared with the Borough led local Healthy Schools Programme, the HSL Team and the HSL Strategic Advisory Group.
## School Details

<table>
<thead>
<tr>
<th>Name of School:</th>
<th>Borough:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Key contact and job title:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date achieved HSL Bronze Award:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date achieved HSL Silver Award:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Health & Wellbeing Priority 1 (universal)

<table>
<thead>
<tr>
<th>Group</th>
<th>Planned Outcome(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>For all pupils</td>
<td>Copy and paste from your silver</td>
</tr>
</tbody>
</table>

### Health & Wellbeing Priority 2 (targeted)

<table>
<thead>
<tr>
<th>Group</th>
<th>Planned Outcome(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>For a group more at risk (targeted)</td>
<td>Copy and paste from your silver</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Start Date</th>
<th>Copy and paste from your silver</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Project End Date</th>
<th>Copy and paste from your silver</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Consent to share Report and Photographs</th>
<th>We agree that HSL may share this report and photographs. Please delete as appropriate Yes/No</th>
</tr>
</thead>
</table>
# Reporting Template HSL Gold Award: Health & Wellbeing Priority 1 (Universal)

<table>
<thead>
<tr>
<th>Health &amp; Wellbeing Priority 1 (universal)</th>
<th>Planned Outcome/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Copy and paste from your silver</td>
<td>Copy and paste from your silver</td>
</tr>
<tr>
<td>Group</td>
<td></td>
</tr>
<tr>
<td>Copy and paste from your silver</td>
<td></td>
</tr>
</tbody>
</table>

## Health & Wellbeing Priority 1: Record and report impact: Evidence of what has changed as a result of the intervention (planned or unintended outcomes and wider impact)

### A: Record results and outcomes

1. **Overview**: Provide an overview- based on your needs analysis as to why this project was needed and how the action plan was developed (see Robinsfield Infant School example of HSL website)

Think about each of the planned outcomes in turn. Structure as follows:

2. **Planned outcome**: Copy and paste from your silver
3. **Outcomes achieved**: a headline statement about the outcomes achieved
4. **Detailed results**: Check your data reflects the planned outcomes and that you are referring to both percentages and numbers. Egs of results include: graphs, examples of work, evaluations, survey results. Make sure graphs have numbers/ percentages clearly stated on them. If you do include photographs, please limit to 4 max.

### B: Approach

1. **Describe how you achieved the outcomes**: tell the story of the activities which were in your silver and the monitoring/evaluation tools used.
C: Analysis of results
   i) Include details of what worked and why
   ii) Include details of what did not work and why: If you had to make modifications to activities along the way explain what and why.
   iii) Unintended outcomes/ wider impact:
       Anything that happened as a result of the interventions you made which were not necessarily planned for but still had a positive or wider impact aspect on the health and wellbeing of pupils, staff, parents and carers, community etc. for example changes in policy, practice, ethos, behaviour, attendance, staff values – health and well-being.

D: How activity is being sustained
   i) Demonstrate how you intend to share and sustain these activities so they continue beyond the life of this project. There is no need to list each outcome again.
   This could be achieved by
       • Embedding in the school development plan, curriculum, timetable, assembly, enrichment programme
       • Continued funding/ allocation of resources/ changes to schools and/or local environment
       • Training for staff built into the CPD programme/ staff induction
       • Improved relationships and agreements with partners eg school catering, sports coaches etc
       • Recognition and celebration of pupil progress in health and well-being built into the school reward system
       • A regular slot in school newsletters/ new information on the school website
       • Participation in linked schemes as a result of the programme- eg Food for life awards, TfL accreditation
Reporting Template HSL Gold Award: Health & Wellbeing Priority 2 (Targeted)

<table>
<thead>
<tr>
<th>Health &amp; Wellbeing Priority 2 (Targeted)</th>
<th>Planned Outcome/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Copy and paste from your silver</td>
<td>Copy and paste from your silver</td>
</tr>
</tbody>
</table>

**Group**

Copy and paste from your silver

---

**Health & Wellbeing Priority 2: Record and report impact: Evidence of what has changed as a result of the intervention (planned or unintended outcomes and wider impact)**

**A: Record results and outcomes**

i) **Overview:** Provide an overview based on your needs analysis as to why this project was needed and how the action plan was developed.

Think about each of the planned outcomes in turn. Structure as follows:

ii) **Planned outcome:** Copy and paste from your silver

iii) **Outcomes achieved:** a headline statement about the outcomes achieved

iv) **Detailed results:** Check your data reflects the planned outcomes and that you are referring to both percentages and numbers. Egs of results include: graphs, examples of work, evaluations, survey results. Make sure graphs have numbers/percentages clearly stated on them. If you had to make modifications to activities along the way explain what and why.

---

**B: Approach**

i) **Describe how you achieved the outcomes:** tell the story of the activities which were in your silver.
C: Analysis of results

i) Include details of what worked and why

ii) Include details of what did not work and why

iii) Unintended outcomes/ wider impact:

Anything that happened as a result of the interventions you made which were not necessarily planned for but still had a positive or wider impact aspect on the health and wellbeing of pupils, staff, parents and carers, community etc. for example changes in policy, practice, ethos, behaviour, attendance, staff values – health and well-being.

iv) Detail changes that have been made to the school and/or local environment

Eg: Physical Environment: New playground equipment, growing areas; new learning spaces in school – eg development of areas for cooking, growing; display; Changes to areas where children eat

Eg: Psychosocial: New students voice/ leadership structures, roles and responsibilities; parents/ carer workshops; new volunteering opportunities for pupils, parents and carers,

Increased presence of staff as role models for good health and well-being; regular surveys and review of health and well-being issues

D: How activity is being sustained

i) Demonstrate how you intend to share and sustain these activities so they continue beyond the life of this project. There is no need to list each outcome again.

This could be achieved by

- Embedding in the school development plan, curriculum, timetable, assembly, enrichment programme
- Continued funding/ allocation of resources/changes to schools and/or local environment
- Training for staff built into the CPD programme/ staff induction
- Improved relationships and agreements with partners eg school catering, sports coaches etc
- Recognition and celebration of pupil progress in health and well-being built into the school reward system
- A regular slot in school newsletters/ new information on the school website
- Participation in linked schemes as a result of the programme- eg Food for life awards, TfL accreditation