



ACHIEVE WELL TEAM

Empowering wellbeing,
elevating achievement

Achieve Well Health and Wellbeing Awards

Introduction

The Achieve Well Health and Wellbeing Awards programme aims to recognise and celebrate education settings in Nottingham that are implementing a whole school approach to improving health and wellbeing.

We offer three levels of Award:



**ACHIEVE WELL
ESSENTIALS
AWARD**
This school actively supports health and wellbeing through self-assessment, development, and review.



**ACHIEVE WELL
CHAMPION
AWARD**
This school actively champions health and wellbeing through verified provision and sharing good practice.



**ACHIEVE WELL
IMPACT AWARDS**
This school prioritises health and wellbeing, making measurable improvements to provision and a positive impact.

The Achieve Well Team and Awards Programme are funded by Public Health to improve the health and wellbeing of children and adults in Nottingham. The Awards support schools to work towards our vision for the [Nottingham Healthy Child](#).

Foundation Awards

Our foundation awards cover the basics of a whole school approach to health and wellbeing. The process from sign-up to completion is outlined in the steps below.

Choose your award:

There are two foundation level awards, Essentials, and Champion. All schools must complete a foundation level award before progressing to our [Impact Awards](#). The Essentials and Champion Awards have the same benchmarks and criteria but are assessed differently.

Essentials

Schools following the Essentials Award route demonstrate that they 'actively support health and wellbeing through self-assessment, development, and review'. The Essentials award is a self-assessment process, with schools auditing their practice, action planning, and implementing improvements. There is no external verification for the Essentials award. Once a school has marked all criteria as 'green' they receive a certificate and logo to acknowledge their achievement. Essentials award status remains for a period of 3 years when the school must re-assess to maintain their award.

Champion

Schools following the Champion Award route demonstrate that they 'actively champion health and wellbeing through verified provision and sharing good practice'. The Champion Award is verified by an Achieve Well Team assessor. Schools audit their practice, action plan, implement improvements and upload evidence for each criteria. Once all criteria are 'green' the school arranges a verification visit from an assessor. Champion status remains for a period of 3 years, after which a school must reassess. To maintain Champion status, schools must attend at least one [Achieve Well network](#) meeting per annum, share good practice through a case study, presentation at a network, or by supporting another school, plus complete an annual audit on the Achieve Well Awards platform.

Benchmarks and Criteria

There are seven benchmarks for the foundation awards, each with 5 criteria:

| Benchmarks | Criteria |
|---|--|
| 1. Whole school ethos, modelling and practice around health and wellbeing | <ol style="list-style-type: none">1. There is a clear vision for health and wellbeing that is promoted by governors and school leaders and reflected in strategies, policies and practice that are regularly monitored and evaluated2. The school physical environment promotes health and wellbeing3. The wider curriculum supports children's learning around health & wellbeing4. The school provides opportunities for children to make healthy choices5. The school creates an environment of respect and inclusivity by promoting behaviours that celebrate diversity and fostering a sense of belonging across the entire community |
| 2. Provision meets the needs of pupils | <ol style="list-style-type: none">1. An annual health and wellbeing survey or consultation is carried out to establish areas of need2. There are accessible opportunities for children to share their views and opinions about health and wellbeing support and education on a regular basis3. The school uses internal data to inform their planning and practice4. The needs of specific groups are identified and actioned5. Provision and practice are informed by local and national evidence-based research around the needs of children |
| 3. A comprehensive planned PSHE programme | <ol style="list-style-type: none">1. A named lead has responsibility, time and resources allocated to plan and evaluate the impact of PSHE2. PSHE has high status within the school3. The content of PSHE reflects the Nottingham healthy child vision, children's needs, statutory requirements, evidence and good practice4. PSHE is delivered safely in a trauma informed manner with an emphasis on accessibility, inclusion and active learning5. Learning in PSHE is routinely assessed and the programme monitored and evaluated to ensure it is having the intended impact |
| 4. Application of Learning within and outside of school | <ol style="list-style-type: none">1. The school provides a range of clubs relevant to health and wellbeing that are well attended by a broad range of children, these could be before or after school2. The school provides opportunities for children to take up leadership roles related to health and wellbeing3. The school signposts to and actively supports children to access local opportunities focused on health and wellbeing4. The school signposts to and/or provides holiday programmes for children5. All children are encouraged and supported to use their health and wellbeing knowledge and skills in a practical way |
| 5. A safe and supportive environment for children and adults | <ol style="list-style-type: none">1. Children and adults are signposted to relevant and needs-led health and wellbeing support as and when appropriate2. Bullying, harmful behaviours and discrimination are effectively addressed and actively challenged3. There is embedded pastoral support that all children can access and specialist support onsite4. There are strong links and relevant information sharing between pastoral and safeguarding colleagues5. Provision for support meets the needs of all children |

| | |
|---|---|
| 6. Learning from Networks & Training | <ol style="list-style-type: none"> 1. Attendance at relevant local networks and sharing of good practice with other colleagues and schools 2. The school makes use of links with professional bodies and agencies 3. A regular assessment is carried out to identify the training needs of staff around health and wellbeing 4. All staff receive relevant training based on their identified needs to support the wellbeing of children 5. Health and wellbeing training and discussion, informed by data and insight, is part of staff meetings and/or inset on a regular basis |
| 7. Involving parents and carers in the school's provision of health and wellbeing | <ol style="list-style-type: none"> 1. Opportunities are provided for parents and carers to learn more about health and wellbeing, particularly those with greater barriers to involvement 2. Parents and carers are signposted to sources of support around health and wellbeing 3. Parents and carers are engaged in children's learning around health and wellbeing 4. The voice of parents and carers is reflected in school policy and provision around health and wellbeing 5. Opportunities are highlighted for parents and carers to improve their own health and wellbeing |

These criteria are the same for primary, secondary, and alternative provision settings. Some adjustment may be required for special schools following the Champion Award, these will be negotiated with the school's link advisor.

Attend a briefing session:

You will find details of upcoming briefing sessions on our [website](#). Attending a briefing will help you to learn more about the Achieve Well Awards and how they benefit your school. You will also learn more about how to use the benchmarks and criteria for the foundation awards.

Sign up:

To sign-up for the Achieve Well Awards please complete the expression of interest form [here](#). You will be sent an SLA and data processing agreement to sign and return. By signing up to the awards you commit to our [Nottingham Healthy Child vision](#). Once the SLA and data processing agreement are signed you will receive your log-in details for the [Achieve Well Award platform](#).

Create an Award Team:

Appoint an award lead who will co-ordinate activity towards achieving the award criteria. We recommend that a working group is set up to take forward the action plan. This working group will meet regularly to monitor progress and take forward actions. As these awards are based on a whole school approach, it is useful to have representatives from a range of stakeholders, for instance, governors/trustees, leaders, members of staff, pupils, and parents.

Familiarise yourself with the Achieve Well Award platform:

Follow this link to get onto the platform: [Achieve Well Award platform](#).

This [video](#) gives you a basic overview of the platform

How to mark a cell <https://vimeo.com/952307689/31982064e0>

How to clear or change the colour of a cell <https://vimeo.com/952307653/9f8cef210d>

How to add and view evidence <https://vimeo.com/952307580/f43b06c44c>

How to record an assessment <https://vimeo.com/952307757/23491763b0>

How to view a report <https://vimeo.com/952307802/aac4289880>

Audit your provision:

Begin by auditing your current provision against the [criteria for each benchmark](#). Each benchmark is shown on the wheel as a segment with 5 sections representing the criteria. By clicking on a section, you can view the required good practice which is needed to achieve the criteria. For some criteria there are optional examples of good practice which will further strengthen your provision.

For each criteria, tick the required good practice examples that you know are currently in place in your school. If you meet all required good practice in a section, it will show as green on the wheel, and amber if only some are met. If you do not tick any required good practice examples, the section remains blank. You can manually identify this as a target area by pressing the red Target button on the top bar.

You do not need to complete this in one sitting as your progress will be saved. It may be useful to discuss the benchmarks and criteria with your award team before completing the wheel. You can find hard copies of the [benchmarks and criteria here for this purpose](#).

Create and implement an action plan:

Once you have completed your initial audit, create an [action plan](#) with your award team to address any red or amber criteria.

Develop specific, measurable, achievable, realistic, time-limited actions to improve your practice. As you achieve your actions, record on the award wheel.

If you would like to capture your progress over time, we recommend that you record a new assessment each time you update your wheel. You will find details of how to do that [here](#). All recorded assessments can be viewed, downloaded and printed from the 'View Report' tab, for help on how to view reports watch the video [here](#).

Access support as required:

Resources on the platform – we have included a range of resources on the Award wheel to support your development, these are contained in the shared examples area of each section.

Email support - if you need support with any aspect of the award process, please check the [FAQs on our website](#). If you do not find an answer to your query, please [email](#) the team.

Buddying - If you would benefit from buddying with another school to work through the Award please [contact us](#).

Technical support – if you require any support with accessing or managing the platform, please [contact us](#).

Achieve Well Award networks – you can find details of our [award networks on our website](#). These networks provide an opportunity to learn from others, share good practice as well as receive input from the Achieve Well team.

Training - You can find out about on demand, virtual and face-to-face training opportunities [via our website](#).

Advisor support (Champion only) – Schools following the Champion route can request support from their advisor.

Upload evidence (Champion Award only):

If you are working towards the Champion Award you will need to upload one piece of evidence per criteria. [Please see the Foundation Awards overview for evidence requirements.](#)

Once you have uploaded all your evidence and each criteria is marked 'green', email your advisor to begin the assessment process. Your advisor will notify the assessor who will review your uploaded evidence to ensure each criteria is evidenced effectively.

Please ensure that any evidence uploaded is redacted and does not contain personal identifiers.

Host accreditation visit (Champion Award only):

Once uploaded evidence has been verified, your assessor will arrange an accreditation visit. The assessor will be looking for evidence to show that each criteria has been met.

The verification visit will include:

- A presentation from the award lead plus questions from the assessor
- A presentation from pupils
- A tour of the school
- Stakeholder interviews

The assessor will notify you on the day of the visit if you have been successful. If you do not meet the standard for accreditation at this time, you will be advised of actions to be taken to achieve it.

Celebrate:

Essentials Award – Once you have met all criteria by marking them 'green', please [notify the team](#). You will receive a logo and certificate to recognise your achievement. You may want to host an event to celebrate. If you are sharing your successes on social media please tag @AchieveWellTeam on X and use the hashtag #AchieveWellAwards. Your achievement will be displayed on the Achieve Well website and celebrated on our social media.

Champion Award – Once the assessment visit has been successfully completed, you will receive a logo and certificate to recognise your achievement. You may want to host an event to celebrate. If you are sharing your successes on social media please tag @AchieveWellTeam on X and use the hashtag #AchieveWellAwards. Your achievement will be displayed on the Achieve Well website and celebrated on our social media.

Maintain accreditation (Champion Award only):

To maintain Champion status, schools must attend at least one Achieve Well network meeting per annum, share good practice through a case study, presentation at a network, or by supporting another school, plus complete an annual audit on the Achieve Well Awards platform.

Review:

Both foundation awards are subject to a 3 yearly re-assessment process.

Essentials Award - At the point of review, schools return to their wheel and carry out another audit, then create and implement an action plan as required. Once all criteria are green, the school will be re-awarded with the Essentials award.

Champion Award - At the point of review, schools return to their wheel and carry out another audit, then create and implement an action plan as required. Once all criteria are green, another

verification visit will be planned. If a school meets all the criteria, they will maintain their Award subject to requirements outlined above.

Impact Awards:

Once schools have completed a foundation award, they can move on to the [Impact Awards](#). As the name suggests, Impact Awards focus on making measurable change in a specific theme. There are Impact Awards in the following areas: Healthy Eating; Physical Activity; Gambling and Gaming; Internet Safety; Drugs and Alcohol; Smoking and Vaping; Aspirations and Goals; Sexual Health (secondary); Healthy Relationships; Health Protection; Emotional Health and Wellbeing; and, Financial Wellbeing.