

## The Healthy Schools London Review Tool

# Achieving and Maintaining Healthy Schools London Status

### **Bronze Award**

School: Berrymede Junior School

**Borough: Ealing** 

#### **HEALTHY SCHOOLS LONDON (HSL) REVIEW TOOL**

This Review Tool is for use by all schools including Academies, Free Schools and Independent Schools. It enables you to record your school's provision for children and young people's health and wellbeing to achieve or maintain HSL Status Bronze Award.

The Review Tool is organised under seven headings:

- 1. Leadership, management and managing change
- 2. Policy development
- 3. Learning and teaching, curriculum planning and resourcing
- 4. School ethos, culture, environment and SMSC development
- 5. Provision of support services for children and young people
- 6. Staff continuing professional development (CPD), health and wellbeing
- 7. Partnerships with parents/carers, local communities, external agencies and volunteers to support pupil health and wellbeing

Against each of the seven headings there is a table with 3 columns:

- Column 1 criteria
- Column 2 minimum evidence required and examples
- Column 3 prompts against which to record your school's evidence

You can use this review tool to record and update your school's progress under the seven headings. As you enter information it will help you develop an action plan. There is space at the end of each table where progress notes and additional evidence can be recorded.

At the end of the Review Tool (before the appendices) there is a Summary Sheet that you can use to summarise your progress against each of the seven headings.

The appendices provide further examples and a series of self-review questions that you can use to stimulate additional evidence. It might be helpful to print off the appendices and refer to them as you complete your review.



	School Evidence
Yes       Developing       No         Ieadership to create and manage a positive environment, which enhances emotional and physical health and well-being in school.       The school has:       The school has:         1.       A member of the senior leadership team who has a strategic lead for; and (if different)       2.       A member of staff responsible for:         •       PSHE education including sex and relationships education (SRE) and drug, alcohol and tobacco education       •         •       Healthy eating including school nutrient and food-based standards, catering and curriculum       •         •       Physical activity       •	Leadership information:         PSHE education Farah Tahirkheli PSHE coordinator         SLT Lead: Lubna Khan Head         Staff member responsible: Farah Tahirkheli PHSE coordinator         Healthy eating Farah Tahirkheli PSHE coordinator         SLT Lead: Lubna Khan Head         Staff member responsible: Farah Tahirkheli PSHE coordinator         SLT Lead: Lubna Khan Head         Staff member responsible: Farah Tahirkheli PSHE coordinator         Physical activity Steve Cotton PE coordinator         SLT Lead: Lubna Khan Head         Staff member responsible: Steve Cotton PE coordinator         SLT Lead: Lubna Khan Head         Staff member responsible: Steve Cotton PE coordinator         Emotional health and well-being Farah Tahirkheli PSHE coordinator         and Geraldine Gowans SENCO         SLT Lead: Geraldine Gowans SENCO, Deputy Head         Staff member responsible: Farah Tahirkheli PSHE coordinator

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Criteria	Minimum Evidence	School Evidence
<ul> <li>The school has the following policies which are reflected in practice and through ethos, culture and the environment. They are reviewed by consultation every three years.</li> <li>School Behaviour including Anti-bullying;</li> <li>Sex and Relationships Education (SRE);</li> <li>Drug, Alcohol and Tobacco Education including Smoke Free;</li> <li>Safeguarding/Child Protection;</li> <li>Special Educational Needs including medical needs;</li> </ul>	Yes Developing No	<ul> <li>Policy reviews: Yes</li> <li>School Behaviour/Anti-bullying (statutory)</li> <li>Last review date: June 13 Next Review date: June 15</li> <li>Consultation process: <ul> <li>We have a rolling programme of policy review</li> <li>Whole school policies are reviewed and ratified by the Governing Body on a regular basis</li> <li>PHSE coordinator / SENCO review School Behaviour/Antibullying together followed by a whole staff review – including administrative staff</li> <li>Pupil surveys</li> </ul> </li> <li>Consulted groups: SLT, MLT, Governors, Staff working parties, parents, pupil surveys</li> <li>Do staff understand their role?</li> <li>Updated policies are put on staff domain of computer network</li> <li>Students, teaching assistants and teaching staff, at regular</li> </ul>
<ul> <li>Physical Activity;</li> <li>Food policy that meets school nutrient and food- based standards.</li> </ul>	Examples: Consultation processes • written/verbal surveys and questionnaires • staff and/or governor meetings • parents forums/evenings • school council • lessons • website	<ul> <li>INSET sessions, both after school and during teacher to sessions kept abreast of policies</li> <li>School website where parents, carers and other Staker have access to key policies</li> <li>Sex and Relationships Education (statutory)</li> <li>Last review date: June 13 Next Review date June 15</li> <li>Consultation process:         <ul> <li>We have a rolling programme of policy review</li> <li>Whole school policies are reviewed and ratified by the Governing Body on a regular basis</li> <li>PHSE coordinator / SENCO / Science coordinator review</li> </ul> </li> </ul>

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Criteria	Minimum Evidence	School Evidence
	newsletters	<ul> <li>SRE policy together followed by a whole staff review</li> <li>Parents views taken into account via parent meeting dedicated to teaching SRE</li> </ul>
	Consulted groups	
	• pupils	Consulted groups: SLT, MLT, Governors, Staff working parties, parent views
	• staff (teaching, non-teaching)	Do staff understand their role?
	<ul> <li>parents/carers</li> <li>governors</li> </ul>	<ul> <li>Updated policies are put on staff domain of computer network</li> <li>Students, teaching assistants and teaching staff, at regular INSET sessions, both after school and during teacher training sessions kept abreast of policies</li> <li>School website where parents, carers and other Stakeholders have access to key policies</li> <li>PHSE coordinator / SENCO / Science coordinator training</li> </ul> <b>Drug, Alcohol and Tobacco Education including Smoke Free</b> Last review date: Mar 12 Next Review date Mar 15 <b>Consultation process:</b> <ul> <li>We have a rolling programme of policy review</li> <li>Whole school policies are reviewed and ratified by the Governing Body on a regular basis</li> <li>PHSE coordinator / SENCO / Science coordinator review policy together followed by a whole staff review</li> <li>Parents views taken into account</li> </ul>
		Do staff understand their role?

#### 2. Policy development

Criteria	Minimum Evidence	School Evidence
		<ul> <li>Updated policies are put on staff domain of computer network</li> <li>Students, teaching assistants and teaching staff, at regular INSET sessions, both after school and during teacher training sessions kept abreast of policies</li> <li>School website where parents, carers and other Stakeholders have access to key policies</li> <li>PHSE coordinator / SENCO / Science coordinator training</li> </ul>
		Safeguarding/Child Protection (statutory)
		Last review date: Sep 14Next Review date Sep 15
		<ul> <li>Consultation process:</li> <li>We have a rolling programme of policy review</li> <li>Whole school policies are reviewed and ratified by the Governing Body on a regular basis</li> <li>SENCO / Head Teacher review policy together followed by a whole staff review</li> </ul>
		Consulted groups: SLT
		Do staff understand their role?
		<ul> <li>Updated policies are put on staff domain of computer network</li> <li>Students, teaching assistants and teaching staff, at regular INSET sessions, both after school and during teacher training sessions kept abreast of policies</li> <li>School website where parents, carers and other Stakeholders have access to key policies</li> <li>Whole staff training regularly</li> </ul>
		Special Educational Needs including medical needs (statutory)
		Last review date: Sep 14 Next Review date Sep 15

Criteria	Minimum Evidence	School Evidence
		<ul> <li>Consultation process:</li> <li>We have a rolling programme of policy review</li> <li>Whole school policies are reviewed and ratified by the Governing Body on a regular basis</li> <li>SENCO / Head Teacher review policy together followed by a whole staff review</li> </ul>
		Consulted groups: SLT
		Do staff understand their role?
		<ul> <li>Updated policies are put on staff domain of computer network</li> <li>Students, teaching assistants and teaching staff, at regular INSET sessions, both after school and during teacher training sessions kept abreast of policies</li> <li>School website where parents, carers and other Stakeholders have access to key policies</li> <li>Whole staff training regularly</li> </ul>
		Physical Activity
		Last review date: Dec 12 Next Review date: Dec 15
		<ul> <li>Consultation process:</li> <li>We have a rolling programme of policy review</li> <li>Whole school policies are reviewed and ratified by the Governing Body on a regular basis</li> <li>PE coordinator reviews physical activity policy followed by a whole staff review</li> <li>Pupil surveys</li> <li>Parent suggestions</li> </ul>
		Consulted groups: SLT, MLT, Governors, Staff working parties, parents, pupil surveys
		Do staff understand their role?

2.	Policy	deve	lopment
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Criteria	Minimum Evidence	School Evidence
		<ul> <li>Updated policies are put on staff domain of computer network</li> <li>Students, teaching assistants and teaching staff, at regular INSET sessions, both after school and during teacher training sessions kept abreast of policies</li> <li>School website where parents, carers and other Stakeholders have access to key policies</li> <li>Whole staff physical activity training</li> </ul>
		Food Policy that meets school nutrient and food-based standards (statutory regulation for local authority maintained schools)
		Last review date: Dec 14   Next Review date Dec 17
		<ul> <li>Consultation process:</li> <li>We have a rolling programme of policy review</li> <li>Whole school policies are reviewed and ratified by the Governing Body on a regular basis</li> <li>PHSE coordinator reviews Food Policy policy followed by whole staff review and suggestions</li> <li>Pupil surveys</li> <li>Parent suggestions</li> </ul>
		Consulted groups: SLT, MLT, Governors, Staff working parties, parents, pupil surveys
		Do staff understand their role?
		<ul> <li>Updated policies are put on staff domain of computer network</li> <li>Students, teaching assistants and teaching staff, at regular INSET sessions, both after school and during teacher training sessions kept abreast of policies</li> <li>School website where parents, carers and other Stakeholders have access to key policies</li> <li>Whole staff training regularly including non-teaching staff</li> </ul>
Notes/additional evidence:		



Criteria	Minimum Evidence	School Evidence
The school curriculum includes these areas of	Yes Developing No x	PSHE education including sex and relationships education (SRE) and drug, alcohol and tobacco education
earning which are monitored and evaluated to ensure the	Each area of learning:	Is included in the curriculum: Yes
quality of teaching and	• is included in the curriculum	Has a Programme of study/scheme of work: Yes
<ul> <li>PSHE education including</li> </ul>	<ul> <li>has a Programme of Study / scheme of work</li> </ul>	Is monitored and evaluated using the following methods: Teacher monitoring and Subject Leader monitoring
sex and relationships education (SRE) and drug, alcohol and tobacco education	<ul> <li>is monitored &amp; evaluated</li> <li>assesses, records, reports and celebrates pupil progress and</li> </ul>	Assesses, records and reports pupil progress and achievement using the following methods: Lesson observations, learning walks by PHSE Coordinator, teacher assessment, end of year reports to parents / carers, parents evenings and Pupil Progress meetings.
<ul> <li>Healthy eating including cooking skills and food education</li> </ul>	achievement Examples:	Celebrates pupil progress and achievement using the following method Certificates, stickers in whole school assembly, photographs of significant achievements posted on website or incorporated in
Physical activity including	Monitoring and evaluation	newsletter.
a minimum of 90 minutes to 2 hours curriculum PE a	pupil/lesson observations	
week and health-related	• written or verbal assessment	Healthy eating including cooking skills and food education
exercise	• peer and self-evaluation	Is included in the curriculum: Yes
<ul> <li>Emotional health and well- being including anti-bullying,</li> </ul>	learning walks	Has a Programme of study/scheme of work: Included within PSHE / DT/ Healthy Eating Week/ Science
social and emotional learning (SEL) and risk	pupil progress meetings	Is monitored and evaluated using the following methods: Verbal
Pupil progress and	Assessment of	feedback/Written feedback from lesson observations/ Learning walks
achievement in these areas of learning are assessed, recorded and reported in line with current guidance and celebrated appropriately.	<ul><li>learning- knowledge</li><li>skills</li><li>understanding</li></ul>	during Healthy Eating Week. Assesses, records and reports pupil progress and achievement using the following methods: Lesson observations, learning walks by PHSE Coordinator, teacher assessment, end of year reports to parents / carers parents evenings and Pupil Progress meetings.
	<ul> <li>behaviour (e.g. healthy eating, physical activity, social and emotional)</li> </ul>	Celebrates pupil progress and achievement using the following methods: Certificates, stickers in whole school assembly, photographs of



Criteria	Minimum Evidence	School Evidence
	health and wellbeing	significant achievements posted on website or incorporated in newsletter.
	Methods of recording and reporting	·
	school/end of year reports	Physical activity including a minimum of 90 minutes to 2 hours
	teacher or end of unit     assessments	curriculum PE a week and health-related exercise Is included in the curriculum: Yes. Every class has 2 hours of timetabled PE provision a week with two dedicated Sports staff. Sports Clubs- many
	staff meetings	Football, (boys and girls) cricket, Tae Kwondo, cross country, netball,
	parent/carer evenings	athletics, children participate in inter-school competitions in athletics, football and cricket
	pupil peer and self-assessment	Has a Programme of study/scheme of work: Yes
	Celebration of pupil progress and	Is monitored and evaluated using the following methods: Subject leader monitoring, Action plans, Observations of lessons.
	achievement	Assesses, records and reports pupil progress and achievement using th
	certificates	following methods: AFL, end of unit assessments,
	assemblies	Celebrates pupil progress and achievement using the following methods Certificates, inviting pupils to competitions. Handing out certificates in
	showcase performances	Assemblies.
	<ul> <li>invitations to Head Teacher's office to showcase work</li> </ul>	
		Emotional health and well-being including anti-bullying, social and emotional learning (SEL) and risk
		Is included in the curriculum: Yes
		Has a Programme of study/scheme of work: Yes
		Is monitored and evaluated using the following methods: Subject leader monitoring, Action plans, Observations of lessons, SEAL assessments, Learning walks, Peer observations
		Assesses, records and reports pupil progress and achievement using th following methods: Planning evaluated, Pupil Progress meetings, Subje



3. Learning and teaching, curriculum planning and resourcing				
Criteria	Minimum Evidence School Evidence		Minimum Evidence	School Evidence
		leader monitoring		
		Celebrates pupil progress and achievement using the following methods: Certificates, stickers in whole school assembly, photographs of significant achievements posted on website or incorporated in newsletter.		
Notes/additional evidence:				

Criteria	Minimum Evidence	School Evidence
The school ethos, culture and environment promote emotional and physical health and wellbeing. The school involves all children and young people in decision- making. Indoor and Outdoor Spaces Playgrounds are safe, supportive, encourage physical activity and include quiet areas. The dining area is safe, attractive and welcoming.	Yes       Developing       No         x       Playground provision includes:           • a range of activities <ul> <li>active and quiet areas</li> <li>plenty of physical activity</li> <li>supervision and support</li> </ul> Dining area provision includes:         • welcoming, sociable and attractive eating environment <ul> <li>promotion of healthy eating</li> <li>cleanliness</li> </ul>	<ul> <li>Playground provides:</li> <li>Energetic activities or sports including: Playground equipment boxes in each playground, rock climbing wall, table tennis tables, basket ball areas.</li> <li>Quiet activities including: Reading spaces, quiet areas, zones in playground- ball free zones, quiet zones, garden, covered area</li> <li>Playground supervision via: SMSAs, SLT</li> <li>Playground support via: SMSAs, Prefects, Playground buddies</li> <li>Dining area provides:</li> <li>Welcoming, social environment by: Positive and friendly staff</li> <li>Attractive eating environment by: Posters promoting healthy eating, MARCH 15: New dining room layout with decoration via pupil collaboration, cutlery, fruit kebabs, soothing music</li> <li>Promotion of healthy eating by: Healthy Eating week, posters around the school, MARCH 15: New dining room layout, cutlery, fruit kebabs, soothing music</li> <li>A clean and hygienic environment by: All staff and cleaners promote a safe and clean environment</li> </ul>
<b>Food</b> The school provides pupils with food that meets the nutrient- based standards for school lunches and food-based standards for school food other than lunches. The school provides guidance on healthy	Guidance: Food other than lunches includes: • breakfast /after school clubs • tuck shops • vending machines	School provides: School lunches that meet nutrient-based standards: Yes Food other than lunches meets food-based standards: Yes Healthy packed lunch guidance disseminated via: School packed lunch policy Jan 2015 Head sent a letter to parents, on website, mentioned in newsletter



Criteria	Minimum Evidence	School Evidence	
packed lunches and pupils should have easy access to free, clean and palatable drinking water at all times.	<ul> <li>during school events (e.g. school trips, parents' evenings, sports days)</li> </ul>	Free, clean palatable drinking water at all times via: Drinking fountains and classroom areas, children bring in water bottles, which can be filled throughout the day. Teachers encourage children to drink water throughout the day. Jugs of water available at lunchtime.	
<b>Physical Activity</b> The school provides opportunities for pupils to be physically active in and out of the curriculum throughout the school day. There is a mechanism for monitoring participation. The school	Guidance: Physical activity opportunities includes: • before, during and after school clubs	<ul> <li>School provides:</li> <li>Opportunities for physical activity including: PE lessons, playground equipment, before school / after school clubs, take 10 movement breaks, table tennis tables, basket ball facilities, rock wall climbing frame, sports day, storage area for bikes</li> <li>Participation is monitored using the following methods: Teacher observations, Subject leader monitoring, LSAs</li> </ul>	
encourages pupils to stay active outside school hours.	<ul><li>breaks and lunch times</li><li>on school trips</li><li>at sports day</li></ul>	Pupils are signposted to local clubs and activities by: PE coordinator liaises with outside agencies and passes information onto children, After school club promoted using outside sports agencies	
Active Travel The school promotes active travel to and from school.	Examples: By implementing a school travel plan and running active travel initiatives such as: • walk/cycle to school days • walkers/cyclers breakfast clubs • cycling at break times • pedestrian skills and cycle training • active travel competitions • accreditation programmes	Active Travel is promoted by: School travel plan: Yes Active travel initiatives including: Walk to school week / competitions / Are we on time? / Punctuality cup	



Criteria	Minimum Evidence	School Evidence
Pupil Voice The school has mechanisms in place to ensure the views of all children and young people (including those hard to reach, with Special Educational Needs and/or disability) are reflected in school decision making.	Examples: Pupil Voice mechanisms <ul> <li>school/year or class councils</li> <li>pupil surveys/questionnaires</li> <li>interviews</li> <li>suggestion boxes</li> <li>circle time</li> </ul> <li>Pupil views reflected in: <ul> <li>policies</li> <li>teaching and learning</li> <li>curriculum</li> <li>resources</li> <li>school ethos</li> </ul> </li>	<ul> <li>Pupil voice mechanisms include: School Council, Eco-warriors, Restorative Prefects, Prefects, Head boy &amp; Head girl</li> <li>Pupil views are reflected in: School Council. Circle time, Restorative Prefects, Head boy and Head girl. Liaise with parents/carers and families of children who are less vocal/visible by offering free play scheme places to vulnerable groups; SENCO holds fortnightly surgery in school for parents to come and discuss problems</li> <li>Use of external agencies/specialist professionals: close liaison with SAFE to support vulnerable families</li> <li>Pupils voice interviews- children consulted on curriculum preferences and preferred teaching styles- data collated by school councillors</li> <li>School adopts 'Assessment for Learning' principles and uses systems in class. PSHE education lessons to include views of all pupils, including those less vocal and visible (e.g. 'No hands up' approach). Class teachers use 'check-in' approach at registrations to gauge children's emotional wellbeing. Questionnaires / surveys to children are anonymous</li> <li>Extremely inclusive school- Inclusion quality mark re-awarded in 2013</li> <li>Emotional wellbeing a high priority, vulnerable pupils identified very quickly- self-esteem and social skills groups operate in all year groups, vulnerable pupils mentored by designated teacher on a weekly basis</li> </ul>
Personal development and wellbeing	Examples:	SMSC is promoted via:

Criteria	Minimum Evidence	School Evidence
The school promotes spiritual, moral, social and cultural development (SMSC) and provides opportunities for children and young people to build confidence and self- esteem; develop responsibility, independence and resilience and learn how to assess risk and stay safe	SMSC promoted via:         • policies         • teaching and learning         • curriculum and resources         • school environment         • personal development and wellbeing         Build confidence and self-esteem via:         • celebrating achievement -	<ul> <li>We are a Rights Respecting School (Level 1 achieved 2014), and these principles tie in heavily with SMSC development</li> <li>Embedded in different policies</li> <li>Through daily teaching and learning across the curriculum</li> <li>Within the school environment</li> <li>Class assemblies</li> </ul> School provides Opportunities for children and young people to: Build confidence and self-esteem by:
	<ul> <li>celebrating achievement - displays</li> <li>celebratory activities - assemblies, school performances</li> <li>reward systems</li> <li>Develop responsibility, independence and resilience via:</li> </ul>	<ul> <li>Celebrating achievements in assemblies</li> <li>Displaying children's work around the school</li> <li>Develop responsibility, independence and resilience by: <ul> <li>Children have jobs within the classrooms (monitors)</li> <li>Reward systems</li> <li>Playground buddies</li> </ul> </li> </ul>
	<ul> <li>peer mentoring</li> <li>playground friends</li> <li>prefects</li> <li>pupil council</li> <li>charity work</li> </ul>	<ul> <li>Prefects</li> <li>School Council</li> <li>Eco-Warriors</li> <li>Restorative Prefects</li> <li>WE Day preparations in Year 6 – Children support a local charity</li> </ul>
	Learn how to assess risk and stay safe via:	Learn how to assess risk and stay safe by:



	ure, environment and SMSC development		
Criteria	Minimum Evidence	School Evidence	
	circle time	PSHE lessons	
	peer mentors/mediators	Circle times across the school on Friday mornings	
	playground zones	Quiet zones in playgrounds	
	counselling	Restorative prefects	
	PSHE education	Residential trip in Year 6	
	<ul> <li>residential trips/visits</li> </ul>	<ul> <li>Various trips – teachers hold discussions with pupils beforehand in regards to risks etc.</li> <li>Counselling groups such as: -</li> </ul>	
		Clinical Psychologist	
		Educational Psychologist	
		Counsellor, Jane Challenor, one day a week who works with individual [vulnerable] children	
		Counsellor, Javier Orti, one day a week who works with small groups and who specialises in working with boys who have Domestic Violence backgrounds	
		Several pastoral staff that offer Solution Focus Anger Management training to children e.g. emotional literacy skills and self-esteem building groups	
		Partnership with school nursing and children attend MEND for health and fitness	
		Children attend CAMHS counselling through the broader Child in Need and Child Protection teams we work with	



4. School ethos, culture, environment and SMSC development			
Criteria	Minimum Evidence School Evidence		
Notes/additional evidence:			

Criteria	Minimum Evidence	School Evidence		
The school has systems to	Yes Developing No	School has:		
identify and meet the needs of vulnerable children and young people and has arrangements	X	Systems to identify and meet the needs including:		
	Systems to identify and meet	Pupil progress review meetings		
to provide appropriate and relevant support. All children	the needs of vulnerable children and young people	Whole staff meetings 1x a week		
and young people and	and young people	Departmental meetings 1x a week		
parents/carers can, confidentially, access advice,	Arrangements to provide     appropriate and relevant	SLT		
upport and services (within	appropriate and relevant support.	All policies up to date and accessible		
and beyond school).		Restorative Justice training given to all staff		
	<ul> <li>All children and young people and parents/carers can, confidentially, access advice, support and services (within and beyond school).</li> </ul>	IEPs (Individual Educational Plans), PEPs (Personal Educational Plans and individual targets shared with class teachers, parents / carers and LSAs		
		Arrangements to provide support including:		
		Interventions		
		Homework club		
		Buddy systems for new children in the school		
		Self esteem and social skills groups for targeted children		
		Friends for Life delivered to vulnerable pupils		
		Assemblies		
		Speech & Language therapist		
		Educational Psychologist		
		Access to advice, support and services including:		



<ol><li>Provision of support services for children and young people</li></ol>		
Criteria	Minimum Evidence	School Evidence
		Parent governors
		Notice boards for parents
		Parent evenings
		Assemblies
		Parent workshops e.g. Healthy lunchbox workshops
		Parents welcome to speak to external agencies if they have concerns
		Clinical Psychologist, Dr Rosie Davies, one day a week who counsels children and parents and who offers professional supervision to our staff
		Educational Psychologist who offers SEN support for families
		Counsellor, Jane Challenor, one day a week who works with individual [vulnerable] children
		Counsellor, Javier Orti, one day a week who works with small groups and family groups and who specialises in working with boys who have Domestic Violence backgrounds
		Several pastoral staff that offer Solution Focus Anger Management training to children e.g. emotional literacy skills and self-esteem building groups
		Partnership with school nursing and children attend MEND for health and fitness
		Children attend CAMHS counselling through the broader Child in Need and Child Protection teams we work with
Notes/additional evidence:		<b>.</b>



Criteria	Minimum Evidence	School Evidence	
Staff CPD	Yes Developing No	School identifies:	
The school identifies staff CPD	X	Staff CPD needs for health and wellbeing by:	
needs for health and wellbeing and provides appropriate	Examples:	CPD courses by Ealing LA	
training and development	Identify training needs by:	Staff meetings	
opportunities.	Performance Management     meetings	Staff training	
Staff health and well-being	CPD evaluations	Performance Management reviews	
The school supports staff in	Staff CPD including:	Induction programmes for all new staff	
maintaining their health and wellbeing and a healthy lifestyle and encourages them to be positive role models. All staff	PSHE education and SEAL	Health and wellbaing training and development apparturities including	
	twilights attended	Health and wellbeing training and development opportunities including:	
can, confidentially, access	Food hygiene training	CPD courses	
advice, support and services (within and beyond school).	Sports coaching training	Staff training	
	Staff as role models including:		
	Members of staff run and take	Staff health and well-being:	
	part in after school clubs	School staff are supported in maintaining their health and wellbeing by:	
	Bike racks for staff that cycle	CPD courses	
	Staff eat lunch with children	Clinical Psychologist, Dr Rosie Davies	
	Staff participate in charity events	Counsellor, Javier Orti	
	Staff access support from:		
	Teachers Support Network	Staff have been encouraged to be positive role models including:	
	School counsellor	Staff run training sessions in cricket, cross country, football, netball and rock climbing	
		Participation in charity fundraising: comic relief, Alzheimer's charity, Harvest collection for Salvation Army	
		Some staff cycle to school	



Criteria	Minimum Evidence	School Evidence
		Staff have completed charity sports events
		All staff model healthy behaviour
		All staff take part in sports day
		Staff can, confidentially, access advice, support and services from SLT
		School counsellor
		Clinical Psychologist

Criteria	Minimum Evidence	School Evidence	
<b>Engaging with parents/carers</b> The school provides opportunities for parents/carers to access information, support and advice on health and wellbeing.	Yes     Developing     No       x         Examples:         Engaging with parents via:        Inclusion policy	Engaging with parents/carers: School provides opportunities for parents/carers to access information, support and advice on health and wellbeing by: Inclusion policy Parent workshops	
Engaging with the local community and external agencies. The school engages with the local community and a range of external agencies and encourages volunteering by children and young people and the wider community to support pupils, parents/carers and staff on:	<ul> <li>Open door policy</li> <li>Language workshops</li> <li>Translation of letters</li> </ul> Swift and easy referral to: <ul> <li>CAMHS</li> <li>Education Social Workers</li> </ul>	Notice boards Parent evenings Parents can schedule meetings with teachers to discuss any concerns or issues Parent workshops Facilitate meetings with outside agencies Head teacher has an open door policy for all parents	
<ul> <li>PSHE education including sex and relationships education (SRE) and drug, alcohol and tobacco education</li> <li>Healthy eating including school nutrient and food- based standards, catering and curriculum</li> <li>Physical activity</li> <li>Emotional health and well- being (EHWB) including anti-</li> </ul>	<ul> <li>Parent Support Advisors</li> <li>Local child minders</li> </ul> External agencies include: <ul> <li>School nurses</li> <li>Coaches</li> <li>Metropolitan Police</li> <li>St Johns Ambulance Service</li> </ul>	Engaging with the local community and external agencies: School engages with the local community and a range of external agencies and encourages volunteering by children and young people and the wider community to support pupils, parents/carers and staff including: Links to charities Ealing Local Authority Health Improvement Team Police Community	
<ul> <li>Other school health priorities</li> </ul>	<ul> <li>Volunteering:</li> <li>Team London</li> </ul>	Local support officers Local sports clubs Local schools – Primary & Secondary Trees 4 Cities	



	Danone Gregg's Bakery Magic Breakfast
Notes/additional evidence:	



Summary Sheet (checklist)		Minimum Evidence		
Criteria Heading	Yes	Dev	No	
1. Leadership, management and managing change	Y			
2. Policy development	Y			
3. Learning and teaching, curriculum planning and resourcing	Y			
4. School ethos, culture, environment and SMSC development	Y			
5. Provision of support services for children and young people	Y			
6. Staff continuing professional development (CPD), health and wellbeing	Y			
7. Partnerships with parents/carers, local communities, external agencies and volunteers to support pupil health and wellbeing	Y			



## The Healthy Schools London Review Tool

## APPENDICES

# Achieving and Maintaining Healthy Schools London Status Bronze Award



#### **APPENDICES**

The appendices provide further examples and a series of self-review questions that you can use to stimulate additional evidence. It might be helpful to print off the appendices and refer to them as you complete your review.

The appendices are organised under the seven headings:

- 1. Leadership, management and managing change
- Policy development 2.
- 3. Learning and teaching, curriculum planning and resourcing
- School ethos, culture, environment and SMSC development 4.
- Provision of support services for children and young people 5.
- Staff continuing professional development (CPD), health and wellbeing 6.
- 7. Partnerships with parents/carers, local communities, external agencies and volunteers to support pupil health and wellbeing



Example Evidence		Prompt Self Review Questions
<ul> <li>School leads</li> <li>PSHE education Coordinator</li> <li>Physical Activity Coordinator</li> <li>Learning Mentor</li> </ul>	<ul> <li>Managing a positive environment</li> <li>School mission statement</li> <li>Statement in parent handbook</li> <li>Governor who leads on PSHE education</li> <li>Governors meeting</li> <li>Leadership &amp; LM structures of the school</li> <li>SEF Partnerships</li> </ul>	Could you provide some examples of the strategic steps your school takes to create a positive environment that promotes health and wellbeing? How does your school promote health and wellbeing in its mission statement?



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Example Evidence		Prompt Self Review Questions
<ul> <li>Consultation process</li> <li>Newsletters inform parents where policies can be found</li> <li>Invitations are sent to parents to be part of a parents working group.</li> <li>All parents review parent policies booklet</li> <li>Feedback forms returned / reviewed by Parent Working Group</li> <li>Comments fed back to lead teacher in school related to policy</li> <li>Policies are reviewed by all staff at meetings</li> <li>Policies are reviewed by Governors</li> </ul>	<ul> <li>Consultation process</li> <li>Policies are available to parents via website, parent policies booklet (and comments sheets collected)</li> <li>School council review and share appropriate policies</li> <li>Policies shared at assemblies, parents evenings and induction meetings</li> <li>Via SNAG (School Nutrition Action Group)</li> </ul>	Could you provide some examples of the strategic steps your school takes to creat a positive environment that promotes health and wellbeing? How are staff encouraged to prepare for, and with, an external agency who will be working with their class? How does the school induction process ensure new staff understand their role in relationship to policies?



Appendix 3: Learning and teaching, curriculum planning and resourcing			
Example Evidence		Prompt Self Review Questions	
<ul> <li>Monitoring and evaluation <ul> <li>PSHE education staff meetings</li> <li>Regular review of schemes and resources with all staff and parents</li> <li>Book scrutiny</li> <li>Performance management</li> <li>Peer observations and coaching</li> <li>Multi-disciplinary meetings</li> <li>Scheme of work scrutiny</li> <li>PSHE education curriculum map</li> <li>PE and sport registers and reports</li> <li>Surveys and questionnaires of pupils – ensuring PSHE education is meeting the needs of pupils</li> <li>Playground incident book</li> </ul> Methods of recording and reporting <ul> <li>School meal uptake</li> <li>School meal consumption</li> <li>FSM data</li> <li>Incidents of bullying</li> <li>Parent consultation group</li> <li>Annual reports to parents</li> </ul></li></ul>	<ul> <li>Assessment opportunities <ul> <li>Surveys and questionnaires of pupils – ensuring PSHE education is meeting the needs of pupils</li> <li>Only fresh fruit is allowed at break time – and the children understand the reason for this as part of a healthy diet</li> <li>School allotment encourages children's understanding of growing own fruit / vegetables and children learn to prepare and enjoy tasting produce</li> <li>Anti-bullying week</li> <li>Circle Time</li> <li>Worry boxes</li> <li>SRE and Drug Education</li> </ul> </li> </ul>	<ul> <li>Celebrate achievements</li> <li>Weekly celebration assemblies where children receive praise and certificates for positive behaviour as well as attainment</li> <li>Children also get to take a note home to parents / carers letting them know of specific positive behaviour and/or achievement in school</li> <li>Children are also rewarded with extended playtimes and golden time</li> <li>Whole school trips and visits regularly</li> <li>Event evenings held to celebrate the school gaining the awards</li> <li>Weekly newsletters and Displays around school, including certificates and awards</li> <li>Staff lunches</li> <li>Website</li> </ul>	<ul> <li>How do subjects of relevance to health and wellbeing meet the learning needs of children and young people in your school in line with current best practice?</li> <li>How does your school ensure structured physical activity is available for all of your children and young people?</li> <li>How does your school celebrate the achievements of children and young people across all areas of school life?</li> <li>Which scheme of work do you use?</li> <li>Which resources do you use for SRE and drugs?</li> <li>Is there an overall plan of what each year group is covering in each half term?</li> <li>How do you check teachers are teaching and that it is good quality?</li> <li>What do staff and pupils or parents say about the programme?</li> </ul>



Example Evidence		Prompt Self Review Questions	
<ul> <li>Indoor and outdoor spaces</li> <li>Changing rooms are safe and pupil- friendly.</li> <li>The school grounds provide opportunities for growing food, storing bikes and physical activity equipment.</li> <li>The school has shower facilities for staff actively travelling to school</li> <li>The school has cooking facilities for pupils</li> <li>Playground buddies</li> <li>Friendship stops</li> <li>Pupil chosen decoration in dining room</li> <li>Vinking water</li> <li>Water bottles</li> <li>Filtered tap / coolers available for all pupils and staff</li> <li>Cups available in classroom</li> <li>Encouraged by teachers; accessible in all lessons</li> <li>Jugs of water available at lunchtimes</li> <li>Importance of drinking adequate water promoted in</li> </ul>	<ul> <li>Involving less vocal students</li> <li>School adopts 'Assessment for Learning' principles to include views of all pupils,</li> <li>Class teachers gauge children's emotional wellbeing by asking them to 'show thumbs' at regular intervals throughout the day</li> <li>Less vocal and less visible children targeted for small group support</li> <li>Questionnaires / surveys – anonymous</li> <li>Students' views are taken in the form of written and confidential evaluations</li> <li>Needs assessments</li> <li>School council is representative of different groups</li> <li>Confidential counselling service</li> <li>Learning mentor</li> <li>Small group and one-to-one support</li> <li>Opportunities for SEN pupils to provide feedback</li> </ul>	<ul> <li>Develop responsibility, build confidence via</li> <li>Nurture group /Counselling sessions (1:1 or group)</li> <li>Peer mediation, school council and Eco-schools representative roles</li> <li>Working in school office; taking registers; fruit monitors; lunch time food servers / table layers)</li> <li>prefects</li> <li>student councils</li> <li>Students celebrate their music, drama and dance talents each term in a school "show"</li> <li>Charity work</li> <li>classroom "managers" / monitors</li> <li>"duties" at break and lunchtime, like regular school staff</li> <li>Pupils develop confidence and self esteem through circle time sessions</li> <li>circle of friends</li> </ul>	<ul> <li>How does your school ensure structured physical activity is available for all of your children and young people?</li> <li>How does the school ensure easy access to free, clean and palatable drinking water</li> <li>Do you encourage water on desks, throughout the school?</li> <li>Do teachers encourage children to drink?</li> <li>Do teachers model drinking water in class</li> <li>What systems and processes are in place to ensure the views of all children and young people are reflected across all area of school life?</li> <li>How does your school respond to the needs of all children and young people to develop responsibility build confidence and self-esteem?</li> <li>How do you monitor packed lunches in primary school?</li> <li>Who has a current Level 2 Food safety hygiene certificate?</li> </ul>



	Example Evidence		Prompt Self Review Questions
<ul> <li>Systems</li> <li>Policy relating to homophobia and sexual bullying</li> <li>Sensitivity to the needs of LBGT students parents and staff in school</li> <li>Drug Education provided through PSHE education teaching</li> <li>School nurse and class teacher in providing SRE – information given to pupils regarding use of contraception to avoid pregnancy</li> <li>Topic covered within PSHE education and RE (Religious Education) curriculum</li> <li>Resources available in school to help teachers teach topic sensitively</li> <li>All staff made aware of any children / staff / families affected by bereavement issues and so are sensitive</li> <li>Participation in NCMP</li> </ul>	<ul> <li>Arrangements</li> <li>Chlamydia screening on site/ Signposting to local service</li> <li>Families with mental health problems identified and targeted for a variety of specific intervention sessions run by counsellor</li> <li>Personal adviser (1:1 sessions)</li> <li>Signposting to local family planning services, Respect Yourself Campaign, Brook etc</li> <li>Advice, guidance and/or counselling for parents and children given in individual circumstances</li> <li>Healthy weight management programme</li> <li>Dyslexia support centre on site</li> <li>Parent Support Advisers</li> </ul>	<ul> <li>Access</li> <li>School has links with CAMHS (Child &amp; Adolescent Mental Health services) and TAMHS (Targeted Adolescent Mental Health services) through SENCO</li> <li>Social services/ Educational Psychologist</li> <li>Substance misuse workers</li> <li>Youth Connexions/ Local Voluntary organisations</li> <li>Bereavement councillor available via cluster</li> <li>Education Social workers</li> <li>Referrals to local child minders</li> </ul>	How does your school identify children any young people facing challenging circumstances? What support is provided for these identified groups? What arrangements are in place to refer children and young people to specialist services that can give professional advice How does your school respect the confidentiality of children and young people, parents/carers and staff who access advice and support via the school?



Example Evidence		Prompt Self Review Questions	
<ul> <li>Identify training needs</li> <li>Performance Management meetings take place regularly where targets and opportunities are identified for all staff</li> <li>Headteacher runs and attends regular Teaching Assistant meetings</li> <li>Induction Programmes for all new members of staff, teaching and non-teaching posts</li> </ul>	<ul> <li>Staff CPD</li> <li>PSHE education and SEAL twilights and network meetings regularly attended</li> <li>Food hygiene, preparation and storage training</li> <li>Basic understanding in Healthy Eating</li> <li>Sports coaching training</li> <li>Nurture group training/ SEL training for all staff</li> <li>Anti-bullying training</li> <li>Reducing stress working with young people who selfharm</li> <li>Identifying &amp; understanding eating disorders</li> <li>Strategies for working with bereaved young people and their families</li> <li>Child protection</li> <li>Confidentiality training</li> <li>Risk and safety</li> <li>Pastoral care</li> </ul>	<ul> <li>Staff as role models</li> <li>Members of staff run and take part in after school / lunchtime clubs</li> <li>Staff participate in charity events</li> <li>Staff eat lunch with children – providing a positive role model for children at lunchtime</li> <li>Staff eat healthy packed lunches on school trips</li> <li>Staff access</li> <li>Bike racks for staff that cycle to work and Council cycle scheme offered to staff</li> <li>Wellbeing policy that includes staff</li> <li>Yoga classes</li> <li>Relaxation sessions</li> <li>Team bonding activities</li> </ul>	What continuing professional development (CPD) opportunities, relevant to health and wellbeing, do your staff have access to this year? How does your school identify staff CPD needs of relevance to health and wellbeing? How does your school encourage staff to develop and maintain a healthy lifestyle to enable them to be positive role models?

Appendix 7: Partnerships with parents and carers, the local community, external agencies and volunteers Example Evidence Prompt Self Review Questions			
	Example Evidence		
<ul> <li>Engaging with parents</li> <li>Through aims and appointment of staff</li> <li>Inclusion policy</li> <li>Links to community (e.g. local centres, churches etc)</li> <li>Social events</li> <li>Lettings of the school building / site</li> <li>Open door policy</li> <li>Compliance with 'Implementing the disability discrimination act in schools and early years settings'</li> <li>Language workshops / lessons offered and / or signposted to</li> <li>Lunch clubs offered for children who cannot attend after school clubs due to transport issues</li> <li>Translation of letters / parent / carer evenings etc.</li> <li>Parent governor</li> <li>Engaging parent volunteers in tuck shops, growing clubs, sports days, reading, mentoring</li> </ul>	<ul> <li>Signpost varied menu of activities and study support</li> <li>Out of hours clubs</li> <li>1:1 tuition for identified pupils</li> <li>Gifted and talented workshops</li> <li>Homework club</li> <li>Breakfast club</li> <li>Gardening and school allotment</li> <li>Parent workshops</li> <li>Language classes</li> <li>School games coordinators</li> </ul>	Engagement with external agencies Police communities and support officers SRE providers Drug education service Sport and Leisure services Local sports clubs Dieticians Scouts and guides Team London Kitemark e.g. TfL Active Travel Food for Life Partnership School Games Investors in People	<ul> <li>How do you let parents know what their child is learning in PSHE, cooking skills / food technology and PE?</li> <li>How do you help parents to be healthy with their child / help their child's health and wellbeing?</li> <li>Have you done any promotion of immunisations with parents?</li> <li>Who are the external agencies that support your school or parents, carers and families?</li> <li>How does your school signpost children and young people to local clubs and activities?</li> <li>How does your school signpost parents/carers to appropriate services?</li> <li>Are your staff aware that they should be picking up on issues of concern (e.g. child's weight, parental alcohol misuse)?</li> <li>How do you engage pupils, parents and carers in volunteering to support pupil health and wellbeing?</li> </ul>