



## **Healthy Schools and Pre Schools Scheme**

## **Work Programme**

Aim	To support 79 schools and 45 pre-school settings in developing and implementing a whole school approach to the Healthy Schools and Pre Schools Scheme.
Date	1st April 2017 – 31st March 2018

Area of work SCHOOLS	Activity	Completion Date	Officer	Notes
Funding for the scheme to continue	Continue to seek opportunities for funding to ensure that 4 x Healthy Schools / Pre Schools Posts are secured beyond March 2018	March 2018	CS	
National and Regional Meetings	Attendance at national PHW WNHSS meetings (compulsory)     Attendance at regional WNHSS &	Termly Termly	CS ALL	
School Visits	HSPSS meetings     Minimum of 2 visits to every school to support in-school coordinators to develop and implement scheme	July 2018	ALL	
School Assessments	<ul> <li>2 schools to achieve NQA by July 2017 (target total – 10)</li> <li>2 further schools to achieve NQA by July 2018 (target total -12)</li> <li>Minimum of 15 end of phase assessments to be completed by March 2018</li> </ul>	Ongoing	ALL	
PSE Secondary Forum	<ul> <li>Plan and coordinate termly PSE Forum meetings for Secondary Schools</li> <li>Provide training and resources for PSE coordinators</li> </ul>	One meeting every term ongoing	CS	





,	NTY COUNCIL	WAL		
Healthcare Needs (includes	<ul> <li>Develop model Healthcare Needs policy for schools</li> </ul>	Sept 2017	CS	
Intimate Care)	<ul> <li>Complete Audit of Healthcare Needs policies that have been adopted and published on school websites – report to WG</li> </ul>	Dec 2017	CS	
	Develop Flintshire Healthcare Needs Policy	Sept 2017	CS	
	<ul> <li>Establish Intimate Care Steering Group</li> </ul>	Sept 2017	CS	
	<ul> <li>Develop Model Intimate Care Policy for Schools</li> </ul>	Oct 2017	CS	
	Coordinate Intimate Care training opportunities for school staff	Jan 2018	CS	
School Health Research Network (SHRN)	<ul> <li>Support x3 secondary schools to review their existing actions from their 2015 SHRN report</li> </ul>	May 2017	CS	
(ЭПКИ)	<ul> <li>Recruit x8 secondary schools to SHRN: Heads Fed presentation and individual meetings</li> </ul>	June 2017	cs	
	<ul> <li>Support all secondary schools to complete their SHRN surveys in the autumn term</li> </ul>	Sept-Dec 2017	CS	
	<ul> <li>SHRN School Councils training event</li> </ul>	March 2017	CS	
Food and	Attend national SHEP conference	Nov 2017	CS / LE	
Fitness theme	<ul> <li>Identify SHEP schools in Flintshire for 2018 programme</li> </ul>	Dec 2017		
	Submit SHEP grant application	Jan 2018		
	<ul> <li>Plan and develop programmes for 2 schools in line with criteria</li> </ul>	March 2018		
	Cooking skills Training for primary schools	Sept 2017	LE /JB	
	Develop nutrition activities for Dragon Sport Leaders training in primary schools	Aug – Sept 2017	LE /partners	





Misuse theme   for secondary schools	100 00,0000	200000000			1
For secondary schools			bimonthly	CS	
Schools  Review policy effectiveness with schools and partners  Coordinate substance awareness training courses v2 for primary and secondary staff and school based LA officers  Mental & emotional health & well-being theme  Monitor and evaluate pilot  Personal Development & relationships (Gsw and Relationships Education) theme  Personal Development & Provision of Resources for schools  Liaise with school nurses regarding delivery in primary and secondary  Provision of Resources for schools  Hygiene theme  Relate awareness of new infection control guidance for education settings from PHW  Relations from PHW  Relations ALL  Relationships  Refresher training as required  Relatio	Substance Misuse theme		Dec 2017	CS	
Schools and partners  Coordinate substance awareness training courses X2 for primary and secondary staff and school based LA officers  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and wellbeing pilot  Identify schools to undertake staff health and schools and schools  Identify schools undertake staff health and school proup to dealth and schools  Identify schools undertake staff health and school proup to dealth and school proup to develop Transgender policy and proup to develop Transgender policy and goung ongoing  Identify Schools undertake staff health and school proup to develop Transgender policy and goung ongoing  Identify Schools undertake staff health and school proup to develop Transgender policy and goung ongoing  Identify Schools undertake staff health and school proup to develop Transgender policy and goung for Schools  Identify Schools undertake staff health and school proup on the proup to develop Transgender policy and goung for proup to develop Trans		_	Nov 2017	CS	
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control guidance for education settings from PHW  Oct 2017 & ALL  • e-bug training for schools  Feb 2018					
e-bug training for schools     Feb 2018	Hygiene theme	control guidance for education	2017		
Norovirus pack to be developed		e-bug training for schools		ALL	
		Norovirus pack to be developed	January 2018	CS/	





	for schools and pre-schools with information for parents and guidance /advice		partners	
MISC	Annual Celebration of achievement event for schools in partnership with Flintshire Primary School Games Association	July 2017	ALL	

Area of work PRE SCHOOLS	Activity	Completion Date	Officer	Notes
Recruitment	<ul> <li>Recruit 5 settings to the scheme to increase the total to 45</li> <li>All to prioritise: physical activity and play and nutrition and oral health topics in first year</li> </ul>	March 2018	JB	
Pre-school visits	<ul> <li>Minimum of two visits per year to support all settings in working towards their assessments and health and well-being promotion.</li> </ul>	March 2018	JB	
Pre-school assessments	<ul> <li>End of topic assessments / end of scheme assessments as required</li> </ul>	March 2018	ALL	
Flintshire Early Years Development and Childcare Partnership (FEYDCP)	<ul> <li>Represent HSPSS on FEYDCP</li> <li>The FEYDCP is utilised as a steering group function for the Healthy and Sustainable Pre-Schools Scheme.</li> </ul>	One meeting every half term	JB	
Nutrition & Oral Health topic	<ul> <li>Nutrition and cooking skills training</li> <li>Monitoring visits to be undertaken as part of routine visits to settings.</li> </ul>	Sept 2017	JB / partners	
	Work with the Community     Dieticians to provide further Tiny     Tums training and Healthy Snack     training for settings.	Ongoing	JB / partners	
	<ul> <li>Ensure settings maintain their Tiny Tums best practice awards.</li> </ul>			





<ul> <li>Purchase Busy Feet resources</li> <li>Organise training workshop</li> <li>Monitor Jabadeo resource use</li> <li>Refresher training and monitoring of Jimmy Bears Programme</li> </ul>	March 2018 Ongoing Feb 2018	JB / partners	
Hygiene training for pre-school settings linked with e-bug	Oct 2017	JB / partners	
Coordination of training for settings on:	May 2017 May 2017 March 2018 Jan 2018	JB / partners	
	<ul> <li>Organise training workshop</li> <li>Monitor Jabadeo resource use</li> <li>Refresher training and monitoring of Jimmy Bears Programme</li> <li>Hygiene training for pre-school settings linked with e-bug</li> <li>Coordination of training for settings on:         <ul> <li>Bereavement</li> <li>Staff well-being</li> <li>Behaviour</li> </ul> </li> </ul>	<ul> <li>Organise training workshop</li> <li>Monitor Jabadeo resource use</li> <li>Refresher training and monitoring of Jimmy Bears Programme</li> <li>Hygiene training for pre-school settings linked with e-bug</li> <li>Coordination of training for settings on:         <ul> <li>Bereavement</li> <li>Staff well-being</li> <li>Behaviour</li> </ul> </li> <li>Ongoing         <ul> <li>Feb 2018</li> </ul> </li> <li>May 2017         <ul> <li>May 2017</li> <li>May 2017</li> </ul> </li> </ul>	<ul> <li>Organise training workshop</li> <li>Monitor Jabadeo resource use</li> <li>Refresher training and monitoring of Jimmy Bears Programme</li> <li>Hygiene training for pre-school settings linked with e-bug</li> <li>Coordination of training for settings on:         <ul> <li>Bereavement</li> <li>Staff well-being</li> <li>Behaviour</li> </ul> </li> <li>Ongoing         <ul> <li>Feb 2018</li> </ul> </li> <li>Oct 2017</li> <li>JB / partners</li> </ul> <li>May 2017         <ul> <li>May 2017</li> <li>May 2017</li> <li>May 2017</li> </ul> </li> <li>May 2017</li> <li>May 2018</li> <li>May 2018</li> <li>May 2018</li>

Work Plan prepared by:				
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Signature:	et-Shraft:	Date:	Reviewed Jan 2018	