

Appraisal application form for Interaction NMP Board

A Summary and basic information

1. Title of proposal	Drugs, Alcohol and Sexual Health Awareness in Schools		
2. Date submitted	13.06.2007		
3. Summary of proposal (max 150 words) i.e. what does the proposal involve and what will it achieve?			
<p>To achieve a reduction in number of young people using drugs and alcohol and to raise awareness on sexual health matters. The project will look to deliver the following specific outcomes;</p> <ul style="list-style-type: none"> o An increased awareness of the risks associated with substance misuse. o An increased knowledge around healthy living especially associated to sexual health and safe practice. o Better understanding of mental health issues associated to substance misuse. o A reduction in the number of school exclusions (related to drugs and alcohol) o A reduction in pregnancy rates among young people attending schools benefiting from the project <p>These objectives will be achieved through;</p> <ul style="list-style-type: none"> o The provision of bespoke personal support and preventative interventions through PSHE, health & social citizenship lessons, drop-ins, individual and group work enabling young people to make informed choices and access quality advice and guidance o The provision of diversionary activities to help prevent young people engaging in anti-social behaviour. o Providing a conduit of referral to more intensive support 			
3. How much will the proposal cost in total? £63,720			
	From NM	From other sources	Total
Capital	£0	The Children's Society, PCT, Bishops Park Sch	Resources & Office Space £10k
Revenue	£23,220	Tendring Mid LDG	£10,000
		PCT	£7,500
		Children's Society	£5,000
		Tendring Ex Cluster	£8,000
Total	£23,220		£40,500

4. Organisation responsible	
Name of contact and position	Sally Hills, Programme Manager, Kerry Horner Deputy Manager The Children's Society, Essex Young People's Drug & Alcohol Service,
Address	114 Springfield Road, Chelmsford, Essex, CM2 6LF
Phone	01245 493311
e mail	Kerry.horner@childrenssociety.org.uk

B The proposal

<p>1. What is the problem you are trying to address?</p> <p>Set out the problems and causes, using statistics and evidence where available – referring to the delivery plan and its targets and outcomes.</p> <p>We have recognised a gap in service as there appears to be no provision for preventative drug & alcohol schools based work. The government recognises this as a target that they want to address through the Children's and Young People Plan. This over arching plan feeds into the local area agreement and is based on The Every Child Matters Agenda.</p> <p>For example the CYP plan 06-09 priority states a recommendation to reduce the overall numbers of young people who drink or use drugs is 12.5% by 2009.</p> <p>According to National Institute of Health and Clinical Excellence, substance misuse is more prevalent in areas of high levels of deprivation and lack of education and employment opportunities.</p> <p>The CYPPlan recognises the importance of specialist substance misuse workers 'To support young people, schools and professionals, to provide a good standard of health education while raising awareness and reducing risk'.</p> <p>It is also noted that there is a direct link towards crime and antisocial behaviour amongst those who use substances and the impact on the wider community.</p> <p>Substance misuse is of concern at a national level. On the basis of limited evidence, the picture in Essex is lower overall compared with England, but it is anticipated that it will increase without further interventions.</p> <p>We believe that this service will meet the governments recognised targets set down in Every Child Matters Agenda, through a number of interventions listed in this document we can have a massive impact on the lives of these young people.</p>

2. PROPOSAL OBJECTIVES

The project will seek to provide;

- An increased awareness of the risks associated with substance misuse.
- An increased knowledge around healthy living especially associated to sexual health and safe practice.
- Better understanding of mental health issues associated to substance misuse.
- A reduction in the number of school exclusions (related to drugs and alcohol)
- A reduction in pregnancy rates among young people attending schools benefiting from the project

These will be measured by;

- 1500 young people receiving drugs, alcohol and sexual health education
- The provision of 30 private drop-in sessions
- The provision of 2 summer/diversionary projects.
- A 65% "good" satisfaction rating by young people receiving a service from the project.
- A 10% reduction in school exclusions as a consequence of drug and alcohol use
- A 10% reduction in pregnancy rates among young people attending schools benefiting from the project

3. How do you propose to address the problem?

List the activities and set out who will benefit.

- To deliver curriculum based sexual health and drug & alcohol education at Key Stages 1-4.
- To provide drug & alcohol PSHE/Citizenship lessons for all Year 6 and 9 in every primary and secondary school.
- To provide PSHE Sexual Health Lesson for years 6, 9 and 10.
- To provide Health and Social Education to Year 11 students . This is a GCSE topic and will depend on numbers of students taking this pathway as to number of lesson taught.
- To provide a drop in service for each secondary and primary school to back up the PHSE programme and allow students confidential access. This will be done during lunchtime on a one to one basis or as a market stall.
- To provide specific drug & alcohol workshops/group sessions as requested by schools for those young people who have been known to use, have asked for guidance or have been excluded due to substance misuse.
- To refer young people with specific support needs or wider interests onto specialist organisations.
- To provide diversionary activities in Golf Green and Pier wards (facilitated by workers) i.e. gym group and football tournaments. Plus referral into other organised activities, throughout term time and school holidays.
- To provide substance misuse training for teachers and parents groups/evenings for every School.
- To cascade training of lesson plans & info for Teachers and Health Professionals
- To attend external events to raise awareness of the service and substance misuse issues.

The above interventions will be provided to benefit not only the young people within the school setting, but will have a positive impact for parents teachers, as they will receive training, knowledge and access to support, also the community will benefit from having a targeted service based within the wards.

4. How does this proposal address the problem. List activities and describe evidence from similar initiatives if possible.

This initiative was previously run extremely successfully in twelve secondary schools in the Colchester district and was funded for 3 years by the CDRP Safer Communities Fund. However, this funding has now come to an end. As stated in the evaluation reports, there was a very positive response from schools and wider agencies and a significant level of concern expressed over the project's withdrawal.

The service addresses needs and problems on a number of levels; It raises awareness among young people, teachers and the wider community on drug, alcohol and sexual health matters; Provides focused support through one to one engagement and signposting, and; Helps young people to access other activities that may help them to make new friends in positive and fresh environment

5. Community involvement

How have residents been involved in developing the proposal?

Work has previously been successfully undertaken by the Colchester Schools Liaison worker in the Tendring district as an extension of the contracted work within Colchester. It is in part a result of this success of this, that we are now seeking funding to extend the project into the Tendring area, including Golf Green and Pier wards.

Bishops Park has recognised the benefit of having locality based workers and has kindly offered to provide office space rent free for a period of two years with access to all office facilities.

The local police have also backed this initiative realising the positives benefits to young people and families in the wards and have agreed to support future local projects should the service gain funding.

Bishops Park School, NE Essex PCT, MAPS, Connexions, Essex Youth Service and the Jaywick Forum have all expressed that there is a gap to fill regarding substance misuse and sexual health provision.

6. Management arrangements?

Describe the arrangements for ensuring the proposal is managed, monitored and delivered as planned. Please give names of two references or referees (people that you've worked with before) that we can contact in advance of the appraisal process.

EYPDAS will manage the schools liaison work and will meet quarterly with the PCT and Neighbourhood Element (if bid is successful) to monitor progress.

Evaluation tools have been developed and will be submitted quarterly to all parties.

The current schools liaison worker will remain the responsibility of EYPDAS as the employing agency. The schools health advisor will be seconded by the PCT and will continue to be managed through the current PCT management structure.

EYPDAS already have in place established services and a sound financial, personnel and management structure and is currently contracted by the Essex Drug & Alcohol Action team. It is the main provider of young people's substance misuse services across Essex.

Margaret Hills Centre Manager	Mike Davis
For Colchester & Clacton	Head Teacher Bishops Park College
Integrated Support Service	Jaywick Lane,
Tuner Road, Colchester	Jaywick, Clacton

7. Risks

Risk	Impact	Likelihood Low /Medium / High	Importance Low /Medium / High	Contingency and/or mitigation actions
Initial implementation or build risks for the project				
If promotion of service cannot begin till the September term then uptake could be lower than hoped.	Not all schools will benefit from the service as fully as they could.	Low	High	Begin promotion of service before summer holidays begin.
If service cannot be promoted until the September term then the logistics for delivery of PHSE could be hampered.	Time will not be utilized as well, levels of delivery could be lowered.	Low	High	Schools given notice of programme so drop-in and lessons can be logged in advance.
Working in Isolation	Possible risk to worker & young person/ wrong advice information given to young people/ schools.	Low	High	Regular supervision and good communication with line management.
Understanding local needs.	The better informed the project workers are on local initiatives and need the greater impact the service can have.	High	High	Attendance at forum and community meetings. To work closely with school heads and teachers to identify young people most at risk and areas that most need workers input.
That all schools, the RN and Tendring excellence Cluster (all that have contributed) are kept fully up to date of project progress	That everyone understands exactly the amount of work that will be carried out in each school and when before the start of term.	High	High	Meetings with funding parties, quarterly reports and end of year reports to keep all up to date. Making sure that targets are being met and agreements kept.

Risk	Impact	Likelihood Low /Medium / High	Importance Low /Medium / High	Contingency and/or mitigation actions
Ongoing risks if objectives are not met				
Young people will not be given adequate information about substance misuse.	Increases the risk of Y/P taking something without understanding the affects.	Medium	High	Providing the services is up and running by September term then all of these risks will be met.
Young people will not be given adequate information about substance misuse.	Young people taking substances without any knowledge of what it is they are taking.	High	High	Providing the services is up and running by the start of September term then all of these risks will be met.
Young people continue to use or are curious to experiment with drugs & alcohol.	More young people involved in risk taking behaviour, crime & increased health concerns.	High	High	Providing the services is up and running by September term then all of these risks will be met.
No promotion and delivery of diversionary projects.	Young people do not get involved in positive activities, meet new friends, no reduction in antisocial behavior.	Medium	High	Providing the services is up and running by September term then all of these risks will be met.
Young people lose access to professional support and signposting to other agencies.	Lowering of one to one support, no interventions provided. Increased antisocial behavior.	High	High	Providing the services is up and running by September term then all of these risks will be met.
No impact on exclusion rates for drug use.	More young people excluded from school, losing routine structure and support that school offers	Medium	High	Providing the services is up and running by September term then all of these risks will be met.
No impact on teenage pregnancy and Sexually Transmitted Infections.	No preventative support and advice, could mean the increase of pregnancy & STI's	Medium	High	Providing the services is up and running by September term then all of these risks will be met.

C Finances

1. What is the total cost of the proposal?

Itemise the total spend as much as possible and set out the period this will cover, indicating what proportion is required from NM

	item	£ year 1	£ year 2	£ year 3	Total
<u>Capital</u>					
<u>Revenue</u>	Gross Salaries	£37,171			
	Pensions	£3,820			
	Nat Insurance	£2,919			
	Management fee	£3,800			
	Mileage Expenses	£3,000			
	Phone Bill	£480			
	Resources	£2,500			
Already sourced from PCT, EYPDAS & Bishops Park School	Office space	£10,000			
	Laptop x2	£1,600			
	Mobile phone x2	£200			
	Drugs Box	£549			
	Leaflets	various			
	Stand	£300			
<u>Total</u>		£53,720			
<u>Total revenue required from RN</u>		£23,220			
<u>Others contributing to funding</u>	PCT	£7,500			
	EYPDAS	£5,000			
	LDG Mid Tendring	£10,000			
	Tendring Excellence Cluster	£8,000			
<u>Total</u>		£53,720			

2. Value for money

Explain how this proposal provides value for money not only in terms of cost but also in terms of quality

The project will demonstrate value for money through;

- Providing preventative services/activities directly targeted at a potentially vulnerable client group
- Providing a sensitive and customised level of support to young people who may be at risk of drug and alcohol problems
- Providing a referral point to other services (thereby increasing the take up of services of other service providers)
- Levering in external resources through fundraising for the development of diversionary activities during term time and holiday periods

3. What resources are already invested by your, and other, organisations in the area on this issue?

EYPDAS already provide some outreach provision and substance use training within the Tendring district, and young people can also be seen locally by our assessment & counselling team. However this is resource limited and additional monies would allow for better targeted and potentially higher impact provision.

School Health advisors exist in the tendring area but they are currently understaffed and unable to deliver specific drug and alcohol work in the area.

4. Why is NM money needed?

To ensure that young people within the Tendring community can receive a dedicated and intensive level of support within schools, as recognised by Essex Drug & Alcohol Action Team and government policy. Without this contribution towards running costs, school drug education and sexual health awareness will be left to the teachers to provide as an additional element. It is recognised that teachers are not best placed to impart this information due to workload and that the information and advice is held in more regard when facilitated by external experts, who have the ability to stay up to date with changing trends and policy.

5. Can you be paid this money in arrears, or do you need it to prime the project?

Monies are needed from the beginning of the project.

<p>6. Who are your organisation's auditors? (Please attach a copy of your last set of audited accounts)</p>
<p>KPMG LLP 1 Forest Gate Brighton Road Crawley West Sussex RH11 9PT</p> <p>Attached are audited reports for 2004/05, the latest set of reports have been requested, but we are awaiting delivery.</p>

D Options

<p>1. What other options have been considered to address this proposal and if they were, why have they been rejected?</p>
<p>Schools within Colchester did look to pool their monies to fund the post themselves. However, this was unsuccessful as not all schools had access to funds to cover the project.</p>

E Measuring and sustaining the impact

<p>Taking into consideration the objectives for the project set out in section 2, what outcomes do you hope to achieve? (i.e. overall results and benefits that relate to the delivery plan ?</p>
<p>How will the outcomes be measured?</p>
<p>The project will seek to achieve the following targets</p> <ul style="list-style-type: none"> -1500 young people receiving drugs, alcohol and sexual health education -The provision of 30 private drop-in sessions -The provision of 2 summer/diversionary projects. -A 65% "good" satisfaction rating by young people receiving a service from the project. -A 10% reduction in school exclusions as a consequence of drug and alcohol use -A 10% reduction in pregnancy rates among young people of school age
<p>2. What monitoring arrangements will be put in place?</p>
<p>Set out your milestones (what you will have done by when) and outputs (things you can count to measure your activities) How will spend be monitored?</p>
<p>By the end of the year 2008:</p> <p>Specifically tailored lesson plans on Drugs & Alcohol and Sexual Health to schools within relevant wards.(age appropriate information to primary schools)</p> <p>Two PSHE lessons to each Year 9 class in each school covering drug and alcohol</p>

awareness.

PSHE/Citizenship classes (Good drug, bad drug) to all Year 6 in each primary school.

PSHE Sexual Health Lessons to all year 6, 8 and 10, each year group receives one lesson.

Year 11 – Health & Social, to be carried out in all secondary schools in Tendring district. This is a GCSE topic and will depend on numbers of students taking this pathway as to number of lesson taught.

To provide a drop in service for each primary and secondary school this can be done during lunch time on a one to one basis or as a market stall.

Specific drug & alcohol workshops/group sessions as requested by schools for those young people who have been known to use, have asked for guidance or have been excluded due to substance misuse

2 diversionary activities – facilitated by workers -gym group, football, and referral into other support networks and organised activities, throughout school holidays.

Attendance at all Roadshows and community events to raise awareness.

The spend will be monitored at the quarterly review meetings between EYPDAS, PCT & The Interaction Partnership.

2. Evaluation

Following implementation of the project how will you evaluate if your objectives have been met and ensure that there is continuous improvement?

The project will be evaluated through;

- End user evaluation questionnaires for all training sessions to assess the quality of the training provided
- A project end evaluation designed to assess the overall impact and performance of the project. This will be used to ascertain the scope for potential improvements to help the project develop further.

3. The long term and future

What is the exit strategy when NM resources are no longer available and how will the benefits be sustained?

The PCT will look at continued funding of the provision dependant on reaching successfully the outcomes for Health, targets that have been set. Local applications will be made to the CDRP, CYPSP & DARG's.

Schools and local services will have an increased awareness of how to identify substance use issues and how to refer young people when more intensive support is needed.

With effective monitoring arrangements and evaluation processes in place we will be able to provide clear evidence to other funders of the benefits this project will have.

The Children & Young People's Plan & recent review highlights the need to enhance early intervention and prevention services within localities to ensure that needs are addressed at the earliest point. This service will be meeting this need and will be able to demonstrate clear benefits for continued funding.

We will meet quarterly with all current funders of this project to monitor the progress and to identify pots of funding that may be appropriate when funders are clear of their budgets and what allocations they may have.

Appraisal and approval structures

Amount of funding	Appraisal method	Approval required
Up to £2.5k	Neighbourhood Manager can carry out appraisal and submit for approval	Neighbourhood Manager and 2 Board members one of whom should be a resident board member if possible
Over £2.5k	Neighbourhood Manager and two board members one of which should be a resident board member if possible must go through the project appraisal form and submit for approval	Full Board

Signed:(project proposer) Date:

Name:

Appraisal Checklist – Interaction NMP Board

Proposal Drugs, Alcohol & Sexual Health Awareness in

Schools

Date 15.7.07 Gill

Bridle

Summary	Yes/no	Notes / changes required
Does this proposal impact on mainstream services or resources?	Yes	Some of the proposed education is already taught in schools. There are also local organizations (Open Road & Teen Talk)
Do we know what level of service are delivered by and resources committed to the area by this organisation?	No	
Will this help us achieve our agreed outcomes?	Unclear	
Is it based on the needs and wishes of local people? Have they been involved in the creation of the project idea?		The Jaywick Forum has expressed an interest.
Will it make a lasting difference?	Unclear	Evaluation tools have been developed but what these tools are is not explained.
Is this a substitute for mainstream funding?	Yes	
Does it provide best value?		There are local counselling and advice centres already established in Clacton.
Is it too risky?	No	
Are we confident it will be well managed, monitored and evaluated?	Unclear	Evaluation tools will be submitted quarterly, but there is no explanation of what the evaluation tools consist of.
Section A	Yes or no	Notes / changes required
Is it clear what is being proposed?	Yes	
Is it clear how much money is required?	Yes	
Is it clear who the responsible organisation is?	Yes	

Summary	Yes/no	Notes / changes required
Section B		
Is it a convincing proposal in terms of setting out problems, objectives and activities?	Yes	

Will the proposal contribute to the delivery plan outcomes?	Yes	
Is it clear how the proposal relates to existing service delivery in the area, and neither substitutes nor duplicates related services?	No	How much of the proposal is a duplication of exiting services? Drug and alcohol advice is freely available
Have residents been adequately involved in developing the proposal (or their views taken into account)?		
Are management arrangements adequate?	Yes	
Have risks been adequately considered and planned for?		

Section C	Yes or no	Notes / changes required
Are the finances clear and reasonable and do they provide adequate detail?	No	£37,171 is for Gross salaries. How many people will be available on a daily basis?
Does the proposal provide value for money?		Cannot be gauged until after 1 year.
Is adequate information provided on the resources already invested by the organisation?		EYPDAS already provide substance use training & young people can be seen locally by their assessment & counselling team.
Is an adequate explanation provided for why NM money is required?	No	If funding is not given, then school drug education will be left to the teachers to provide. But Essex has a lower substance abuse picture overall compared to England, so is the current education adequate?
Section D		
Have other options been adequately considered?	No	

Section E		
Have measurable outcomes been identified?	Yes	
Are adequate monitoring arrangements in place?		A questionnaire will be completed after all training sessions.
Are mechanisms in place for evaluation?	Yes	See above.
Is it clear what the exit strategy is and how the benefits can be sustained?	Yes	PCT will look at continued funding of the provision dependant on reaching successful outcome of the targets.

Decision of appraisal panel

Recommend approval	
Do not recommend approval	
Recommend changes required before approval	X
<p>If so, please state or refer to above sections</p> <p>Will the uncertain future of Bishops Park school impact on this project?</p> <p>'Not all schools in Colchester could fund this project' – Surely they would only fund their own area. Have schools in this area been asked?</p> <p>Has Lottery funding been applied for?</p>	

Name	Gill Bridle
Signed	<i>Gill Bridle</i>
Date	15.07.07

Proposal**Drug, alcohol & sexual awareness****Date 16/7/06 Terry Stephenson**

Summary	Yes/no	Notes / changes required
Does this proposal impact on mainstream services or resources?	No	
Do we know what level of service are delivered by and resources committed to the area by this organisation?	yes	
Will this help us achieve our agreed outcomes?	yes	
Is it based on the needs and wishes of local people? Have they been involved in the creation of the project idea?	Yes	
Will it make a lasting difference?	Yes	
Is this a substitute for mainstream funding?	No	
Does it provide best value?	Yes	
Is it too risky?	No	
Are we confident it will be well managed, monitored and evaluated?	Yes	
Section A	Yes or no	Notes / changes required
Is it clear what is being proposed?	Yes	
Is it clear how much money is required?	Yes	
Is it clear who the responsible organisation is?	Yes	
Section B		
Is it a convincing proposal in terms of setting out problems, objectives and activities?	Yes	

Will the proposal contribute to the delivery plan outcomes?	No	
Is it clear how the proposal relates to existing service delivery in the area, and neither substitutes nor duplicates related services?	Yes	
Have residents been adequately involved in developing the proposal (or their views taken into account)?	Yes	
Are management arrangements adequate?	Yes	
Have risks been adequately considered and planned for?	Yes	

Section C	Yes or no	Notes / changes required
Are the finances clear and reasonable and do they provide adequate detail?	Yes	
Does the proposal provide value for money?	Yes	
Is adequate information provided on the resources already invested by the organisation?	Yes	
Is an adequate explanation provided for why NM money is required?	Yes	
Section D		
Have other options been adequately considered?	Yes	
Section E		
Have measurable outcomes been identified?	Yes	
Are adequate monitoring arrangements in place?	Yes	
Are mechanisms in place for evaluation?	Yes	
Is it clear what the exit strategy is and how the benefits can be sustained?	Yes	

Decision of appraisal panel

Recommend approval	Yes
Do not recommend approval	
Recommend changes required before approval	
If so, please state or refer to above sections If this is administered by Bishops Park College, and as now part of Colbayns High School, and that it reaches the age groups, it will be a good scheme, but parents need to be taken into consideration regarding these possible problems with teenagers. Parents should be instructed about the signs to look out for. Could Teen Talk not become involved, as if teens did not seek advise through this scheme, they may wish to speak to people at Teen Talk.	

Name	Teresa Stephenson
Signed	T Stephenson [computer generated signature]
Date	16 th July 2007