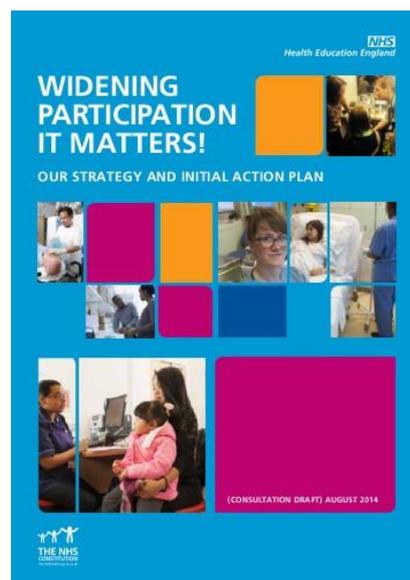


Health Education England's

Widening Participation Awards

19.00-21.00, 27th June 2017, House of Commons, London

Your comprehensive guide to the awards categories and how to nominate



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Health Education England's Widening Participation Awards 2017

HEE is pleased to announce the second year of national Widening Participation awards. The awards ceremony will take place on the 27th June 2017 (7.00pm-9.00pm) at the House of Commons and will be by invitation only.

Purpose of the Awards

HEE intend to use the awards event to promote, recognise and celebrate some of the most innovative widening participation activities that have taken place across the country in support of social mobility. We also hope that the awards ceremony will showcase good practice in widening access to health education and employment across England, as well as recognise and celebrate the continued enthusiasm and commitment of the many stakeholders and colleagues who are involved in supporting this agenda.

Exclusions apply

Organisations who are directly in receipt of funding from HEE for Widening Participation activity may not be nominated for the awards. For more information about this, please email: wideningparticipation@hee.nhs.uk.

HEE Widening Participation Awards - Call for Nominations

Equality, diversity and inclusion form the NHS' core values, but it remains an ongoing challenge to ensure that they are actively integrated as a key aspect of organisational and workforce development. We are asking employers, educators, volunteers and colleagues from the health sector involved in supporting the Widening Participation agenda to submit nominations and demonstrate how you have made a difference to people's lives by widening access to healthcare through employment and education opportunities. We particularly welcome nominees from low participation backgrounds; including, but not limited to, BAME people, people with disabilities, ex-offenders, care leavers, recovering addicts, homeless people, single parents and military veterans.

Award Categories

The awards being offered this year (2017) are listed below.

- ❖ HEE Widening Participation Partnership and Collaboration Award
- ❖ HEE Widening Participation Research & Evaluation Award
- ❖ HEE Widening Participation Work Exposure Award
- ❖ HEE Widening Participation Health Ambassador/Mentor Award
- ❖ HEE Outstanding Contribution to Widening Participation Award

Deadline for Nominations

Nominations can be made from now until **12th May 2017**.

Award Categories and Criteria

1. HEE Widening Participation Partnership and Collaboration Award 2017

A common feature between HEE's Widening Participation and Talent for Care strategies is the recognition of the need for effective partnerships with schools, colleges and other education providers in promoting careers and employment opportunities within the NHS and wider health sector and supports the Widening Participation agenda and HEE's [Widening Participation, It Matters! strategy](#).

This category is aimed at recognising teams, partner organisations and stakeholders who have worked in partnership to develop programmes to widen access to healthcare education and/or employment, and whose commitment to partnership working has made a significant contribution to benefit both individuals and organisations. It is envisaged that nominees could be from any organisation working with and around the healthcare agenda with a focus on widening access for people from disadvantaged backgrounds.

What are judges looking for?

This category submission requires information that describes the partnership, and key stakeholders/teams involved. Nominations need to provide a rationale for why the nominated partnership deserves to win the Widening Participation Partnership and Collaboration Award for 2017.

Where relevant, the submission should demonstrate as many of the following criteria as possible:

- Each of the partners' role in making the partnership work.
- A high level of commitment to partnership working that has enhanced development and delivery of opportunities for people from disadvantaged backgrounds and lower socio economic groups.
- Improvement of the capability and capacity of partner organisations.
- Progress and developments that would not have been made without the collaboration.
- Evidence that partners, peers and beneficiaries are valued and included as equal partners with a say in how the partnership works.
- Clear understanding of the problems, benefits and issues and how these have been overcome.
- Nominees who have been encouraged and supported in on-going engagement with/of key stakeholders, and developed effective sustainable partnerships.
- Measurable benefits of partnership working. These may include numbers of people supported and/or specific target group supported through considerable challenges faced, innovative/flexible models of working, best use of skills & resources.
- How learning from the partnership is shared to inform others.

- A partnership that has contributed to removing barriers to accessing both education and/or employment opportunities within healthcare.
- Any other benefits realised as a result of working in partnership not outlined in areas above.

Completing the form – Partnership and Collaboration Award

Ideally for the Partnership and Collaboration Award we are looking for nominations of groups and teams from partner and stakeholder organisations submitted through a collaborative approach. Individuals submitting the form could be from the partnership itself or an external stakeholder to the partnership and may be the employer, team, partner representative as well as colleagues who are not a part of the nominated partnership. It is strongly recommended that where applications are submitted on behalf of a partnership that the person submitting the nomination discuss content with partnership representatives to ensure that as much information as possible is available.

[Please click here to access the nomination form for the Health Education England – Partnership and Collaboration Award 2017](#)

2. HEE Widening Participation Research and Evaluation Award 2017

A key aim of HEE's [Widening Participation, It Matters!](#) strategy is to increase the number of applications from people from underrepresented groups, including those from less advantaged backgrounds. One of the priorities of this strategy is to gain a wider knowledge and understanding of what does and does not work in relation to widening participation developments in healthcare education and workforce development.

This award category is open to anyone who partakes in research and evaluation to increase this understanding and provides an evidence base of what does and does not work. This could include research that has been conducted to investigate the specific needs of under-represented groups as they apply, commence and progress through healthcare education and/or employment.

Many education providers supporting the delivery of healthcare education programmes are committed to widening participation and developing their practice and impact in this area. Nominations from this area would include an idea of how the evidence gained can be used to promote best practice and help inform sustainable developments. This might also include research and evaluation that looks at social mobility as a whole and the subsequent benefits to business and society.

What are judges looking for?

Where relevant, the submission should demonstrate as many of the following criteria as possible:

- A description of statistical references and analysis presented of the patterns and differential outcomes for students from different equality target groups, including those from less advantaged socio-economic backgrounds, undertaking health care related programmes.
- Demonstration that further insights into the experiences, including support and barriers faced, of students from different equality target groups, including those from less advantaged socio-economic backgrounds, from undertaking, accessing, progressing on healthcare programmes and moving into healthcare employment have been gained.
- Outline of the specific interventions used and their impact by education providers involved in the delivery of NHS-funded programmes in supporting the recruitment, selection, progression and transition to employment of students from underrepresented groups, including those from less advantaged socio-economic backgrounds.
- Reviews the impact of pathways and access models designed to increase and support applications from non-traditional students for accessing higher education, specifically as they relate to accessing healthcare education programmes.
- Clear aims and objectives met.
- Contribution to HEE's widening participation agenda.

- Methodology clearly outlined and quality assurance process.
- Indication of how any activity builds upon and/or complements other research, which has been conducted by other national organisations involved in supporting widening participation.

Completing the form – Research and Evaluation Award

We would welcome nominations from Higher Education Institutions, professional bodies and/or associated organisations that can demonstrate specific appreciation of the issues identified.

[Please click here to access the nomination form for the Health Education England - Research and Evaluation Award 2017](#)

3. HEE Widening Participation Work Exposure Award 2017

This category is aimed at recognising individuals, teams, partner organisations and stakeholders who have worked to develop innovative programmes that offer work exposure opportunities that focus on the specific needs of underrepresented groups, including those from less advantaged socio-economic backgrounds and that support HEE's [Widening Participation, It Matters! strategy](#). It is envisaged that nominees could be from any organisation working with and around the healthcare environment with a focus on widening access.

The terms used in this category are defined below:

- **Work exposure:** this is the over-arching term we have used to describe all activities that support an individual to gain more knowledge about the world of work, to understand a role or particular profession or take the first steps into employment or further training/education.
- **Work experience:** opportunities of any length or form for direct experience of healthcare work within an organisational setting, for example role shadowing.
- **Work related learning:** developing exposure and insight into roles that provide a deeper understanding of the skills and knowledge required of the workplace. This could include careers/skills events, workshops, open days and tours.
- **Employability programmes:** specific schemes that include an element of training for unskilled and semi-skilled people to develop essential skills and options of qualifications that lead to increased opportunities of employment or apprenticeships.

What are judges looking for?

This category submission requires information that describes any of the above categories of preparing someone for the working environment. However, where relevant, the submission should demonstrate as many of the following criteria as possible, or evidence of going above and beyond to fulfil any of these criteria:

- Details of specific groups supported through an innovative work exposure opportunity.
- Organisations who can demonstrate that the application for work experience is carried out in an open and fair way.
- An initiative that recognises that applications from individuals from some backgrounds may need supported priority to help them feel confident, able to apply and take advantage of work exposure opportunities.
- Demonstration of integration with schools who have for example; higher levels of pupils eligible for free school meals, pupil premium and first generation to apply to university and other such widening participation criteria.

- Supporting young people not in education, training or employment or any other specific target groups such as young care leavers and young carers.
- An initiative that informs participants about the range of careers and the routes into these careers available in the healthcare sector. Prior to any work exposure, supplies information about what they can expect and, where appropriate, has provided pre-work exposure activities to help the applicant make the best use of any work exposure opportunity.
- Has provided a structured work exposure offer.
- Helps to provide an understanding of the values and behaviours that are required for entry into the healthcare professions and successful working in the NHS and wider health sector.
- Endeavours to maintain relationships with participants successfully completing work exposure opportunities and helping them to progress their applications for training as a health professional or employment opportunities in the NHS and wider health sector.
- Works collaboratively with local education providers and others who provide outreach or similar programmes to prepare applicants for entry into healthcare training to maximise the reach and success of programmes. For those applicants from less advantaged backgrounds explore how, at a minimum, they can be supported with reasonable travel expenses and refreshments to enable them to undertake their work experience.

Completing the form – Work Exposure Award

Ideally for the Work Exposure Award we are looking for nominations of individuals, teams or partnerships that have worked through a collaborative approach. It is strongly recommended that where applications are submitted on behalf of a partnership that the person submitting the nomination discuss content with partnership representatives to ensure that as much information as possible is available.

[Please click here to access the nomination form for the Health Education England - Work Exposure Award 2017](#)

4. HEE Widening Participation Health Ambassador/Mentor Award 2017

This award category is open to an individual or an organisation who is passionate about helping groups/individuals from disadvantaged backgrounds understand more about working in healthcare. In line with the Widening Participation agenda, the individual will have made a significant contribution in raising awareness, inspiring ambition and enhancing confidence enabling people to access opportunities in education or employment and realise their potential.

If the nominee undertakes one or more of the following they may be considered for this award category:

- Raises awareness of health careers and progression opportunities e.g. through internal or external promotional activities or events.
- Someone/an organisation or collaborative who champions HEE's widening participation agenda through their Health Ambassador/Mentoring activity.
- Encourages and empowers people from disadvantaged backgrounds through a range of interventions, perhaps in partnership with a range of organisations.
- Uses innovative methods to promote healthcare careers and employment opportunities.
- Demonstrates links with career pathways available, routes to apprenticeships, and other such pathways to further or higher education, or employment opportunities.
- As a result of the intervention, enables individuals to gain access to work exposure within healthcare.
- Works with others or influences peers and others to adopt approaches or introduce new ways of working that promote widening participation and/or lifelong learning within healthcare.

Who can be nominated?

HEE and partners particularly welcome nominations from those presenting innovative ways that promote health careers, perhaps through NHS support staff, students, trainees and apprentices. Nominees do not have to work in the healthcare setting. They may be individuals or teams who work in partnership with health organisations to inform and raise career aspirations of potential recruits, specifically those who are hard to reach or from disadvantaged backgrounds to healthcare education and employment. They may include colleagues from FE providers, colleges or schools and wider stakeholder organisations, as well as mentors and buddies.

Although not necessary to be considered for this award, nominees may also be directly involved in the delivery of apprenticeships or support staff learning and development, in a role supporting learners or as a recognised health ambassador or mentor. Where this is the case, judges are looking for examples that identify that the actions of the "supporter" go above and beyond those required for their role.

What are the judges looking for?

Judges are looking for submissions that provide information on what is perceived to be the nominee's outstanding contributions, and give clear examples of how they have made a real difference to the wider community, those from lower socio economic backgrounds and other less advantaged groups or the quality of learner experience. Nominations should demonstrate how the nominee has inspired aspiration and ambition and has enhanced confidence of promoting and driving aspects of the [Widening Participation, It Matters!](#) strategy.

Completing the form – Health Ambassador/Mentor Award

Nominations for the Ambassador/Mentor category can be submitted by colleagues, apprentices, learners and stakeholders from partner organisations, and individuals can nominate themselves. Those submitting the nomination are advised to discuss content with others and provide examples and quotes as these strengthen the application.

[Please click here to access the nomination form for the Health Education England - Health Ambassador/Mentor Award 2017](#)

5. HEE Outstanding Contribution to Widening Participation Award 2017

This award category is open to individuals who make an outstanding contribution to widening participation work in the NHS or wider health sector. The nominee must show significant effort to work in line with the strategic intentions outlined below and in the [Widening Participation, It Matters!](#) strategy:

- improve monitoring and reporting of widening participation activities
- enhance further the visibility and targeting of Health Careers Information and Advice
- increase, through research and evaluation, the understanding and evidence of what and what does not work in relation to widening participation developments in healthcare education and workforce development
- increase collaborative approaches in supporting widening participation initiatives, including outreach activity
- stimulate and increase the capacity of healthcare organisations in being able to expand and support work or work related experience opportunities

If the nominee undertakes one or more of the following they may be considered for this award category:

- Goes above and beyond to raise awareness of widening participation in healthcare.
- Champions HEE's widening participation agenda through their work.
- Encourages and empowers people from disadvantaged backgrounds through a range of interventions, perhaps in partnership with a range of organisations.
- Uses innovative methods to promote widening participation in healthcare
- Works with others or influences peers and others to adopt approaches or introduce new ways of working that promote widening participation and/or lifelong learning within healthcare.

Who can be nominated?

HEE and partners particularly welcome nominations from individuals who are managers, support staff, volunteers, teachers or careers advisers within the healthcare or education sectors. They will be individuals who go beyond the remit of their role to promote widening participation in healthcare, to support, encourage and empower those from less advantaged groups accessing healthcare education and/or employment opportunities, including access to the professions; work experience opportunities; work related learning.

What are the judges looking for?

Judges are looking for submissions that provide information on what is perceived to be the nominee's outstanding contributions, and give clear examples of how they have made a real difference to the wider community particularly those from lower socio economic backgrounds and other disadvantaged groups or the quality of learner experience. Nominations should

demonstrate how the nominee has inspired aspiration and ambition in others and raised awareness of widening participation in healthcare.

Completing the form – HEE Outstanding Contribution to Widening Participation Award 2017

Nominations for the Outstanding Contribution to Widening Participation work can be submitted by colleagues, apprentices, learners and stakeholders from partner organisations and individuals can nominate themselves. Those submitting the nomination are advised to discuss content with others and provide examples and quotes as these strengthen the application.

[Please click here to access the nomination form for the Health Education England - Outstanding Contribution to Widening Participation Award 2017](#)

How to nominate

There is no set limit to the numbers of nominations that can be made. It is important that the person/organisation you plan to nominate agrees to this so that they can provide sufficient information.

1. Read the nominations and eligibility section - this will help you to think who would be appropriate and why you want to nominate.
2. The criteria written above and questions for each category will also help you to think who to nominate and what evidence to supply.
3. If you are uncertain as to which category a nomination should be made please contact HEE Widening Participation at wideningparticipation@hee.nhs.uk.
4. Contact the nominee for information before writing responses and evidence for nomination.
5. Complete the nomination form by answering the specific category questions and in line with the [Widening Participation, It Matters! strategy](#).
6. Submit the nomination form and supporting evidence by **12th May 2017**.

Please note that if the nominee is a young person (i.e. aged between 16 -18) permission from parent or guardian will be required as there may be publicity in the media about the event.

Nomination

Nomination for each of the categories is through completion of the relevant nomination form and a written statement of supporting evidence. Each of the categories has specific criteria that should be addressed as fully as possible.

How will the nominations be assessed?

The nominations will be assessed against the criteria that the judges want to see, and by the responses given for specific questions within each category (see guidance contained within this document).

To ensure that your nominations demonstrate the criteria you will need to include examples that show **how** the criteria have been met.

For consistency and fairness an independent virtual panel of individuals from across the country and working across both healthcare employment and education has been established. A scoring system will be used.

For each category, there will be up to 4 successful shortlisted nominations/nominees who will be contacted to inform them they have been shortlisted, and to provide more information for the event.

All shortlisted nominees will be invited to the awards ceremony and will be able to bring one guest.

What makes a winner? Top tips for a good application:

- Be mindful that the judges assessing nominations will only have what is written with which to make their decisions.
- Take a look at what judges are looking for as this outlines the scoring criteria used. Listing the criteria and giving examples under each heading helps the judges to see the evidence and where information in the application aligns to the criteria.
- Use plain English to clearly describe your contributions and provide examples and context so that judges understand contributions and achievements.
- Try to keep within the word count specified on the nomination forms.
- Ensure that all sections of the application are completed - judges need background information to understand the story and your job role.
- Testimonies and quotes from colleagues/partners are very useful to provide examples and strengthen the application.
- Don't leave applications to the last minute.
- It is strongly recommended that nominations are checked by a colleague or the nominee who can provide advice and provide feedback on whether they think it

Key dates:

- Call for Nominations: individual submissions will be confirmed by email.
- Closing date for nominations: 12th May 2017
- Nominations shortlisted: w/c 15th May 2017
- Contact shortlisted entrants: 26th May 2017
- Further information and case studies may be requested for the event.
- Awards Ceremony: **Tuesday 27th June 2017**

Acknowledgements

HEE would like to thank NEON for their support in organising the Widening Participation Awards 2017.

HEE would also like to thank the Houses of Commons and MP Neil Carmichael for hosting the awards ceremony.