

Widening Participation-School Engagement Programme

Background

The Trust Widening Participation-School Engagement programme aims to raise awareness of the variety of roles available at Guy's and St Thomas' NHS Foundation Trust and the Trust as an employer within the community, alongside preparing young people as potential applicants when applying for roles.

The programme is a two-year pilot and will work with three schools and one Pupil Referral Unit (PRU) in the boroughs of Lambeth and Southwark. It will engage with approximately 40 young people (10 in each site) who are at risk of being left behind and may not have decided on a career pathway through their final two years of secondary school.

A curriculum has been designed and will be delivered to engage, nurture, guide, and support the potential transition of the young people into careers, potentially at Guys and St Thomas' NHS Trust. This will be done by delivering weekly one-hour sessions on (GSTT) site or at the schools/PRU. Holistic, wraparound support will be offered, including:

1. Training and exposure to non-traditional healthcare careers
2. Practical health specific employability skills (CV workshops and interview preparation)
3. Emotional support, mentoring and coaching (to help participants to realise their goals)
4. Support to apply for apprenticeship opportunities and direct entry roles at the Trust, or appropriate Further/Higher Education pathways (at the end of year 2).

Evaluation Remit

Guy's and St Thomas' NHS Foundation Trust are seeking an experienced supplier who will work with the delivery team on our Widening Participation-School Engagement programme. We are looking to work with a supplier who is experienced with evaluating projects with young people and preferably experienced in participatory approaches and methods. Throughout the pilot, we envisage checkpoints will be conducted each term to assess student engagement and the effectiveness of the project.

Aim: To explore the experiences of young people and provide evidence on the impact of the Widening Participation-School Engagement programme on young people in Lambeth and Southwark.

Learning questions:

We are interested in the listed questions below and will expect to develop these further with the commissioned supplier.

1. How effective is this programme?
 - i. In raising the aspirations of young people at risk of being left behind
 - ii. In engaging, nurturing, guiding, and supporting their potential transition into careers, potentially at Guys and St Thomas NHS Trust.
2. Which channel is most effective for engaging young people?
3. Are there any structural barriers that prevent people from applying for roles?
4. How has this project impacted the equity and outcomes of young people and the Trust?

The commissioned supplier will be expected to develop the evaluation design and approach, in agreement with the Widening Participation-School Engagement programme team.

The commissioned supplier will be required to:

- Develop a monitoring and evaluation framework; and
- Deliver the evaluation and the agreed final deliverables.

Ethical considerations

The commissioned external supplier must adhere to ethical guidelines, and evidence how they will apply ethics to their evaluation approach and data collection processes. Ethical issues will need full consideration throughout the evaluation.

Budget

The rate of this contract is between £26,000 which potentially could increase up to £40k for the 2-year pilot (which may be extended).

Deliverables

The table below outlines the deliverables expected from the evaluation. Alternative outputs can be proposed by the commissioned external supplier.

Purpose	To produce outputs that address the key questions and provides evidence of impact of the Schools Engagement Programme. These should also suggest areas that would benefit from further exploration.
Composition	An interim report from initial data and insights. A final full report that includes an executive summary and appendices. A PowerPoint presentation and/or visuals that summarise key findings.

	A meeting with the programme teams and key stakeholders to present the findings. An accessible output that can be shared with young people.
Sign off	The outputs will be signed off by Guy's and St Thomas' Foundation Trust
Dissemination	The findings from the evaluation are for internal learning for the programme. The commissioned supplier can only share findings from the evaluation with other parties with the agreement of Guy's and St Thomas' Foundation Trust.

Timeline

The completion date for the project is **December 2024**. The timescales outlined below are a broad guide for applicants, who will be expected to produce a more detailed plan.

February 2023	Tender process
February - March 2023	Commissioning process
3 April 2023	Start of evaluation
January-March 2024	Interim report
January 2025	Final deliverables

How to apply

Bids are welcome from individual freelancers, agencies, and multidisciplinary collaborations. To be considered for this work, please submit a document outlining:

- Background of you/your organisation
- Previous experience and examples of similar evaluation work. Include anything specifically relevant to this project, especially work with young people.
- Knowledge of the potential challenges that may be found in Lambeth and Southwark
- Evaluation approach, design, and methods
- Ethical considerations and practices
- Proposed timelines, considering the milestones outlined above
- Breakdown of costs
- Necessary accreditations and clearances (e.g., DBS)
- Two references

All criteria listed above must be addressed in the proposal submitted. While the proposals should be comprehensive, they should also be concise, and ideally no more than 10 pages. A brief summary of each member of the team's relevant experience should be included as part of the proposal.

The Widening Participation-School Engagement programme team may invite applicants to an interview to discuss their proposal in more detail, or decide based on the written submission only. The successful candidate will be notified no later than Friday 3 March 2023

Please submit your proposals to the Hayley Robinson-Allen, Project Manager Hayley.robinson-allen@gstt.nhs.uk by 10am Monday 20 February 2023.

Contract

Any contract will be subject to the NHS Purchase Order Terms and Conditions for the "Provision of Services" <https://www.england.nhs.uk/nhs-terms-and-conditions-for-the-procurement-of-non-clinical-goods-and-services/>

Further information

If you have any further questions, please contact Hayley Robinson-Allen, Project Manager on Hayley.robinson-allen@gstt.nhs.uk