The aim of this audit and action planning tool is to consider your school or setting’s current practice in relation to how you support CYP through a whole school / setting approach. It will highlight areas of strength whilst identifying areas which could be further developed.

How to use:

* Read the statements
* Assign a RAG rating to each of them
* Identify and plan next steps for development
* Identify who is responsible for this action and when the deadline is
* Check progress at points between when you set the action and the deadline – amend the action if needed to best meet your needs.

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| --- | --- | --- | --- |
| School / setting name |  | Oral Health champion |  |
| Phase |  |
| Areas of note regarding demographics and/or emerging or existing issues around oral health: | |  | |

**Ethos and environment**

| **What are we aiming for?** | **RAG** | **What steps should we take?** | **Who is responsible?** | **When is the deadline?** | **Progress**  *(not started, in progress, complete)* | **NOTES** |
| --- | --- | --- | --- | --- | --- | --- |
| Our ethos and environment is informed by Public health NICE guidelines. |  | Familiarise yourself with the Public Health NICE guidance for your relevant phase:   * [Early Years](https://www.nice.org.uk/guidance/ph55/chapter/1-recommendations#recommendation-12-include-oral-health-promotion-in-specifications-for-all-early-years-services) * [Primary schools](https://www.nice.org.uk/guidance/ph55/chapter/1-Recommendations#recommendation-17-raise-awareness-of-the-importance-of-oral-health-as-part-of-a-whole-school) * [Secondary schools](https://www.nice.org.uk/guidance/ph55/chapter/1-Recommendations#recommendation-21-promote-a-whole-school-approach-to-oral-health-in-all-secondary-schools) |  |  |  |  |
| We promote and share evidence-based, oral health information for CYP and families as part of our environment. |  | * Display these posters:   + [Toothbrushing guide for children aged 3+](https://www.communitydentalservices.co.uk/wp-content/uploads/2023/09/toothbrushing-guide-children.pdf)   + [The Eatwell Guide](https://www.gov.uk/government/publications/the-eatwell-guide) * Display information on how to access local dental services. * Promote and displays information to support National Oral Health Campaigns.   + These may include [National Smile Month](https://www.dentalhealth.org/national-smile-month) sponsored by the Oral Health Foundation, [Change4life Top Tips for Teeth](https://www.nhs.uk/healthier-families/) and [Give Up Loving Pop (GULP) Kind to Teeth Campaign](http://www.giveuplovingpop.org.uk/free-downloadable-resources/) which aims to raise awareness of the risks associated with the consumption of sugary drinks in young children and promote milk and water. |  |  |  |  |
| Our school / setting has achieved or is working towards the Healthy Smiles accreditation. |  | * Contact Community Dental Services to find out more about this accreditation by emailing [ohp.norfolk@cds-cic.co.uk](mailto:ohp.norfolk@cds-cic.co.uk). |  |  |  |  |
| If appropriate, our school / setting has set up a supervised toothbrushing programme. |  | * To find out more about if this would be appropriate for your school / setting and about how to set it up, contact [Community Dental Services](https://www.communitydentalservices.co.uk/oral-health-improvement/norfolk-waveney/) on [ohp.norfolk@cds-cic.co.uk](mailto:ohp.norfolk@cds-cic.co.uk). * Public Health England have developed a [toolkit to support supervised toothbrushing programmes in schools](https://assets.publishing.service.gov.uk/media/5a80e694e5274a2e8ab52cdc/PHE_supervised_toothbrushing_toolkit.pdf). |  |  |  |  |

**Leadership and governors**

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| **What are we aiming for?** | **RAG** | **What steps should we take?** | **Who is responsible?** | **When is the deadline?** | **Progress**  *(not started, in progress, complete)* | **NOTES** |
| Our leaders, managers and governors understand the importance of taking a whole school / setting approach to good oral health. |  | * Leaders and governors to become familiar with the relevant Public Health NICE guidance and take steps to implement recommendations:   + [Early Years](https://www.nice.org.uk/guidance/ph55/chapter/1-recommendations#recommendation-12-include-oral-health-promotion-in-specifications-for-all-early-years-services)   + [Primary schools](https://www.nice.org.uk/guidance/ph55/chapter/1-Recommendations#recommendation-17-raise-awareness-of-the-importance-of-oral-health-as-part-of-a-whole-school)   + [Secondary schools](https://www.nice.org.uk/guidance/ph55/chapter/1-Recommendations#recommendation-21-promote-a-whole-school-approach-to-oral-health-in-all-secondary-schools) * Be familiar with key documents including:   + Guidance on [School food in England](https://www.gov.uk/government/publications/standards-for-school-food-in-england/school-food-in-england)   + Read the safeguarding guidance around neglect and medical neglect from [NSPCC](https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/neglect/) and in [Keeping children safe in education 2023](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1181955/Keeping_children_safe_in_education_2023.pdf).   + Read the [2023 strategy](https://norfolklscp.org.uk/media/2nvocckf/nscp-neglect-strategy_digital.pdf) from the Norfolk Safeguarding Children Partnership, particularly in relation to ‘medical neglect’. * Ensure that staff feel confident to raise any safeguarding concerns with the safeguarding lead. |  |  |  |  |
| Our leaders, managers and governors work with partner agencies to support good oral health. |  | * Seek support from the [Norfolk Healthy Child Service](https://www.justonenorfolk.nhs.uk/school-life/resources-for-schools/health-topic-resources/healthy-lifestyles/oral-health/) who provide professional advice and intervention from health professionals related to oral health promotion for CYP from 0-19 years (25 SEND). |  |  |  |  |

**Policy development**

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| **What are we aiming for?** | **RAG** | **What steps should we take?** | **Who is responsible?** | **When is the deadline?** | **Progress**  *(not started, in progress, complete)* | **NOTES** |
| Our policies on diet and nutrition, health and safety and anti-bullying promote and protect oral health. |  | * Review all relevant policies to ensure oral health is recognised and promoted appropriately. * If you choose to develop a policy specific to oral health, please see further guidance within the Whole School / Setting Approach guide. |  |  |  |  |
| Our safeguarding policies and procedures recognise that poor oral health can be an indicator of neglect in some cases. |  | * Find further information about types of neglect from [NSPCC](https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/neglect/) and in [Keeping children safe in education 2023](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1181955/Keeping_children_safe_in_education_2023.pdf). * Review safeguarding policies and procedures to ensure that they recognise the link between poor oral health and neglect in some cases and that in comorbidity with other factors can indicate wider safeguarding concerns. |  |  |  |  |

**Support and signposting for CYP**

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| **What are we aiming for?** | **RAG** | **What steps should we take?** | **Who is responsible?** | **When is the deadline?** | **Progress**  *(not started, in progress, complete)* | **NOTES** |
| All of our staff effectively support CYP who show signs of poor oral health, providing them with age and stage appropriate information and guidance, responding to need. |  | * Follow detailed guidance on how to respond to concerns on this accompanying [padlet](https://padlet.com/EIPTraining/thematic-toolkit-padlet-oral-health-draft-fmdorhwgka081af). |  |  |  |  |
| All of our staff consistently follow safeguarding procedures if there are persistent concerns regarding a CYP’s oral health. |  | * Ensure concerns around poor oral health are monitored accurately using a centralised school system e.g. CPOMs. * Ensure staff feel confident in speaking to the safeguarding lead if concerns persist or if other concerns linked to safeguarding arise. |  |  |  |  |

**Partnerships with families**

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| **What are we aiming for?** | **RAG** | **What steps should we take?** | **Who is responsible?** | **When is the deadline?** | **Progress**  *(not started, in progress, complete)* | **NOTES** |
| Our families have someone that they feel comfortable to talk to around oral health and seek support if needed. |  | * Make sure that contact details for a point of contact e.g. pastoral lead or parent support adviser are shared in many places for families including your school website and newsletters. * Signpost families who you feel may need further support directly to this person when appropriate. * Ensure there is more than one way of contacting this person e.g. face to face, via email, etc to reach a wider range of families. |  |  |  |  |
| Families are signposted to trusted sources of support and this is made accessible to them. |  | * Signpost families to some of the links included in the ‘What support can we signpost families to?’ section of the Whole School Approach guide based on the age and stage of their child and the family’s needs. * These links can be shared more generally on websites etc as well as being used in more targeted pieces of work. |  |  |  |  |

**Curriculum, teaching and learning**

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| **What are we aiming for?** | **RAG** | **What steps should we take?** | **Who is responsible?** | **When is the deadline?** | **Progress**  *(not started, in progress, complete)* | **NOTES** |
| The RSHE programme is tailored to meet the needs of CYP and  covers areas related to oral health and healthy eating. |  | * Check what should be covered in relation to oral health within the [health curriculum](https://www.gov.uk/government/publications/relationships-education-relationships-and-sex-education-rse-and-health-education/physical-health-and-mental-wellbeing-primary-and-secondary) and ensure appropriate coverage is being provided. |  |  |  |  |
| All of our staff use quality assured materials and resources for educating CYP about oral health and healthy eating. |  | * Utilise the resources shared within the ‘What quick curriculum activities can we include?’ section of the Whole School Approach guide. |  |  |  |  |

**Staff CPD**

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| **What are we aiming for?** | **RAG** | **What steps should we take?** | **Who is responsible?** | **When is the deadline?** | **Progress**  *(not started, in progress, complete)* | **NOTES** |
| Our staff have completed training relevant to oral health. |  | Organise for staff to complete one (or both) of the following training:   * NHS provide a [bite-size e-learning session](https://www.e-lfh.org.uk/programmes/childrens-oral-health/) to give an overview of child oral health. * Contact [Norfolk & Waveney - Community Dental Services](https://www.communitydentalservices.co.uk/oral-health-improvement/norfolk-waveney/) to find out about their current offer. |  |  |  |  |

**Assessment, recording and reporting**

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| **What are we aiming for?** | **RAG** | **What steps should we take?** | **Who is responsible?** | **When is the deadline?** | **Progress**  *(not started, in progress, complete)* | **NOTES** |
| All of our staff log and record any concerns around CYP oral health appropriately. |  | * Review practice around this to ensure concerns are logged and any emerging patterns can be noticed and acted upon. |  |  |  |  |