

# Gold renewal award Structure



HEALTHY EARLY  
YEARS AWARD  
Southampton

Complete the HEYA sign up form to start your new award :  
<https://forms.office.com/r/npK2AdGGm9>

Read through the self-assessment document to ensure criteria is understood. Setting emails to say they are planning to start the gold renewal process and to request the project plan template, if required. [HEYA@southampton.gov.uk](mailto:HEYA@southampton.gov.uk)

Setting reviews previous gold action plan and updates, evaluating actions taken. Any new areas of development are added which have been identified from audits, questionnaires, observations etc.

Setting supports other HEYA participants in their HEYA journeys

Setting continues to work on areas of development and maintaining HEYA standards and once completed, updates and evaluates the action plan then completes the self-assessment form.

When ready, submits the following:

1. Your updated, current setting policies for Healthy Eating, Healthy Mouth, Mental Health & Wellbeing and Physical Activity including dates of review.
2. Your current menus
3. Activity planning information which incorporates all aspects of HEYA.
4. Completed **and evaluated** action plan for the past 3 years
5. Your ongoing action plan with next steps **or** proposed new project plan.
6. Completed self-assessment form

Submission is reviewed . If all standards are met, confirmation of the award will be sent. If clarification is required, advice will be provided regarding amendments to be made to meet all standards and successfully achieve the renewal of your Gold award .

Email support available at any time