

HEALTH PROMOTION SERVICE – QUARTERLY REPORT (Q4)

PROJECT TITLE: Young People’s Alcohol Worker					
	Activities and targets planned	Activities delivered and targets achieved	Evidence list	Variance	Action Plan to address any variance
Jan – Mar 2010 (Q4)	Deliver ‘Blitz’ in 10 secondary schools	Delivered in 16 schools and one SSS	E-mails, timetables, evaluation sheets	+ 7	N/A
	Continue preparation for MMS campaign	Meetings held to discuss financing and logistics	E-mails and meeting notes	None	N/A
	Deliver 3 alcohol workshops at 6 th form health days	One alcohol workshop delivered, 2 others cancelled by schools	E-mails, timetables, workshop notes, evaluation sheets	- 2	None, as health days were cancelled by schools
	Preparation for summer work – plan, prepare and budget	Meetings held with Jez Bayes to highlight priorities for summer	E-mails, meeting notes with Jez Bayes	None	N/A
	Ensure 09-10 budget is accounted for, purchase new resources	Remaining budget spent and invoices cleared	Order forms, e-mails and new resources	None	N/A

	Create resources for brief interventions work, deliver training late March	Training course developed (with Sally), but not delivered yet	E-mails, meeting notes, training documents	- 1	Training course to be held on April 22nd
	Roll out Tretherras peer education project	Attended the 4 peer ed. sessions for Year 9 classes, delivered full day of workshops at the end	E-mails, training and meeting notes, lesson plans	None	N/A
	Provide expertise and resources for Home Counties alcohol / coast education project ('Newquay Safe')	Worked with project leads to advise (key alcohol messages for lessons), and provided resources / signposting for schools	E-mails, meeting notes, lesson plans	None (although no evaluation meeting as yet)	Evaluation meeting to be held in June, 2010
	Ensure alcohol section of EEFO and HP websites regularly updated	Both websites regularly updated with new statistics and documents	E-mails, new documents	None	N/A