

Shield of Honour 2024

Question Set and Marking Scheme

Background

This marking scheme relates to the written application component of the 2024 Shield of Honour scheme. The final marks for each submission will be determined by reference to applicants' performance in the written application only. The results of the Five Star Audit process will not be considered other than as a right of entry to the awards.

Please note that the marking descriptors are indicative by nature. For example, two organisations may adopt differing approaches to the written application and score equally well. Nonetheless, high-scoring organisation will typically answer all aspects of the question, clearly following the marking scheme, provide site-specific references (evidenced and referenced through the audit report) and fully utilise, but not exceed the specified word allowance per response.

Scoring criteria

- A maximum of 60 marks are available for the written application. Applicants must score a minimum of 45 marks to remain eligible for the award.
- A minimum of two individual responses must be scored within the top mark band (11-15 marks).
- Submissions will become ineligible for the Shield of Honour award should any individual responses be scored within the lower mark band (0-5 marks).
- Responses to each sub-question must not exceed 750 words per sub-question (i.e. 3,000 words overall per submission).

	11-15 marks	6-10 marks	0-5 marks
<p>1. With relevant reference to the outcome from your recent Five Star Audit:</p> <p>Outline how you align organisational performance with employee wellbeing.</p>	<p>A full description of how organisational performance is aligned with employee wellbeing.</p> <p>The response is supported with clear examples of when and how this done.</p> <p>All examples are clearly related to the outcomes of the recent Five Star Wellbeing Audit.</p>	<p>An adequate description of how organisational performance is aligned with employee wellbeing.</p> <p>The response is supported with an example of when this is done.</p> <p>All or most example are related to the outcomes of the recent Five Star Wellbeing Audit.</p>	<p>A basic description of how organisational performance is aligned with employee wellbeing.</p> <p>The response is supported with an example of when or how this is done.</p> <p>Few or no examples are related to the outcomes of the recent Five Star Wellbeing Audit.</p>
<p>2. With relevant reference to the outcomes from your recent Five Star Wellbeing Audit:</p> <p>Describe both the role and impact your senior leadership play in employee wellbeing.</p>	<p>A full description of the role and impact your senior leadership play in employee wellbeing.</p> <p>The response contains a wide range of relevant examples and all examples provided within the response are clearly related to relevant outcomes of the audit.</p> <p>All examples are clearly related to the outcomes of the recent Five Star Wellbeing Audit.</p>	<p>An adequate description of the role and impact your senior leadership play in employee wellbeing.</p> <p>The response contains relevant examples with all, or most, examples provided within the response being related to relevant outcomes of the audit.</p> <p>All or most examples are related to the outcomes of the recent Five Star Wellbeing Audit.</p>	<p>A basic description of the role and impact your senior leadership play in employee wellbeing.</p> <p>The response contains a limited range of relevant examples. The examples provided within the response are weak, or not at all, related to relevant outcomes of the audit.</p> <p>Few or no examples are related to the outcomes of the recent Five Star Wellbeing Audit.</p>
<p>3. With relevant reference to the outcomes from your recent Five Star Wellbeing Audit:</p> <p>Describe what measures you adopt to identify exposures to</p>	<p>A full explanation clearly explaining the measures you adopt to identify exposures to psychosocial risks in your organisation and the approaches in place to mitigate these.</p>	<p>An adequate explanation explaining the measures you adopt to identify exposures to psychosocial risks in your organisation and the approaches in place to mitigate these.</p>	<p>A basic explanation of the measures you adopt to identify exposures to psychosocial risks in your organisation and the approaches in place to mitigate these.</p>

<p>psychosocial risks in your organisation, and what approaches are in place to mitigate these.</p>	<p>The response contains a wide range of relevant examples of when and how this will be done.</p>	<p>The response contains a range of relevant examples of when and how this will be done.</p>	<p>Limited relevant examples of when and how this will be done.</p>
	<p>All examples are clearly related to the outcomes of the recent Five Star Wellbeing Audit.</p>	<p>All or most examples are related to the outcomes of the recent Five Star Wellbeing Audit.</p>	<p>Few or no examples are related to the outcomes of the recent Five Star Wellbeing Audit.</p>
<p>4. With relevant reference to the outcomes from your recent Five Star Wellbeing Audit:</p> <p>Identify the most significant Five Star Audit outcomes and explain how relevant recommendations will be used in ensuring continual improvement of your health and wellbeing performance.</p>	<p>A full description of how relevant recommendations, based on the most significant outcomes from your recent Wellbeing Five Start Audit, will be used in ensuring continual improvement of your health and wellbeing performance.</p>	<p>An adequate description of how relevant recommendations, based on the most significant outcomes from your recent Wellbeing Five Start Audit, will be used in ensuring continual improvement of your health and wellbeing performance.</p>	<p>A basic description of how relevant recommendations, based on the most significant outcomes from your recent Wellbeing Five Start Audit, will be used in ensuring continual improvement of your health and wellbeing performance.</p>
	<p>The response is supported with clear examples of how recommendations will be used in ensuring continual improvement of your health and wellbeing performance.</p>	<p>The response is supported with an example of how recommendations will be used in ensuring continual improvement of your health and wellbeing performance.</p>	<p>The response is not supported with any clear examples of how recommendations will be used in ensuring continual improvement of your health and wellbeing performance.</p>
	<p>All examples are clearly related to the outcomes of the recent Five Star Wellbeing Audit.</p>	<p>All or most examples are related to the outcomes of the recent Five Star Wellbeing Audit.</p>	<p>Few or no examples are related to the outcomes of the recent Five Star Wellbeing Audit.</p>