

# Steps to Evaluation: How to set up an evaluation with external organisations

<b>Submission date</b> 17/11/2017	<b>Recruitment status</b> No longer recruiting	<input type="checkbox"/> Prospectively registered <input type="checkbox"/> Protocol
<b>Registration date</b> 16/01/2018	<b>Overall study status</b> Completed	<input type="checkbox"/> Statistical analysis plan <input type="checkbox"/> Results
<b>Last Edited</b> 07/06/2018	<b>Condition category</b> Other	<input type="checkbox"/> Individual participant data <input type="checkbox"/> Record updated in last year

## Plain English summary of protocol

### Background and study aims

A lot has been written about how to evaluate programmes to establish if they are effective in achieving their aims. However there is little guidance on how to actually work with organisations to identify which programmes they offer are suitable for evaluation and the steps involved in setting up those evaluations. Research evaluating programmes or interventions rarely discuss the steps involved prior to evaluation to identify suitable projects for evaluation and describe the steps required, often with academic institutions working in partnership with external organisations, to set up an evaluation. The aim of this study is to help determine the steps used to evaluate projects.

### Who can participate?

Children under five as well as stakeholders working on the identified interventions.

### What does the study involve?

Four interventions have been identified as a consequence of following the steps outlined in this protocol. Sign 4 Little Talkers/Big Feelings teaches sign language and stories for pre-school children during a two month intervention period. Data is collected at baseline and after two months. Follow-up visits are conducted up to three months post intervention delivery. The HENRY programme is an 8 week course for parents with children with concerns regarding weight and eating habits. Surveys containing a number of behavioural measures are completed at the end of the 8 week course and again after 3 months. Incredible Years is a 14 week programme for parents with children with behavioural problems. Parents fill in behavioural measures at the beginning and end of the course, and are followed up after 3 months. Parents as Partners is a 16 week course offering group counselling to parents to improve couple relationships to in turn improve child wellbeing and developmental outcomes. Relationship measures are taken at the beginning and end of the course and 3 months afterwards.

### What are the possible benefits and risks of participating?

As this protocol details the stages required prior to setting up evaluations, participants are not involved and consequently there are no direct benefits or risks. Any impact on participants would be anticipated when each programme identified by the steps described in this protocol is described in detail in separate, forthcoming protocols.

Where is the study run from?

1. University of Bedfordshire (UK)
2. Flying Start Luton (UK)

When is the study starting and how long is it expected to run for?

May 2016 to November 2018

Who is funding the study?

1. University of Bedfordshire (UK)
2. Flying Start Luton (UK)

Who is the main contact?

Dr Rosemary Davidson

rosemary.davidson@beds.ac.uk

## Contact information

### Type(s)

Public

### Contact name

Dr Rosemary Davidson

### ORCID ID

<http://orcid.org/0000-0002-0010-4809>

### Contact details

Institute for Health Research

University of Bedfordshire

University Square

Luton

United Kingdom

LU1 3JU

+44 796 667 6974

rosemary.davidson@beds.ac.uk

### Type(s)

Scientific

### Contact name

Prof Gurch Randhawa

### ORCID ID

<http://orcid.org/0000-0002-2289-5859>

### Contact details

Institute for Health Research

University of Bedfordshire

Putteridge Bury Campus

Hitchin Road

Luton  
United Kingdom  
LU2 8LE  
-  
gurch.randhawa@beds.ac.uk

## **Additional identifiers**

**EudraCT/CTIS number**

**IRAS number**

**ClinicalTrials.gov number**

**Secondary identifying numbers**

UoB\_FS\_EvProto\_4Projects

## **Study information**

**Scientific Title**

Steps to Process and Outcomes Evaluation: The Flying Start Luton approach

**Acronym**

STEPS

**Study objectives**

Much has been written about how to evaluate projects, yet there is little on the steps required prior to this to identify suitable projects for evaluation. This is particularly salient when working in the community with partner organisations who wish their provision to be evaluated in order to build an evidence base and rationale behind their work.

**Ethics approval required**

Old ethics approval format

**Ethics approval(s)**

This is a protocol to allow evaluators to get to the stage where they can identify projects and thereafter seek ethical approval to evaluate a specific project, therefore no ethical approval is needed at this stage. Ethical approval will be sought for the next stage of the evaluation, where the projects have been identified, allowing us to give specific details to ethics committees.

**Study design**

Observational study

**Primary study design**

Observational

**Secondary study design**

Cohort study

**Study setting(s)**

Community

## **Study type(s)**

Quality of life

## **Participant information sheet**

No participant information sheet available, however forthcoming participant information sheets will be made available for each intervention identified as a consequence of this evaluation approach.

## **Health condition(s) or problem(s) studied**

Early years health and well-being.

## **Interventions**

Four interventions have been identified as a consequence of following the steps outlined in this protocol. Sign 4 Little Talkers/Big Feelings teaches sign language and stories for pre-school children during a two month intervention period. Data is collected at baseline and after two months. Follow-up visits are conducted up to three months post intervention delivery. The HENRY programme is an 8 week course for parents with children with concerns regarding weight and eating habits. Surveys containing a number of behavioural measures are completed at the end of the 8 week course and again after 3 months. Incredible Years is a 14 week programme for parents with children with behavioural problems. Parents fill in behavioural measures at the beginning and end of the course, and are followed up after 3 months. Parents as Partners is a 16 week course offering group counselling to parents to improve couple relationships to in turn improve child wellbeing and developmental outcomes. Relationship measures are taken at the beginning and end of the course and 3 months afterwards.

## **Intervention Type**

Behavioural

## **Primary outcome measure**

Sign 4

1. Listening and Attention, Speaking, Managing Feelings & Behaviour, and Understanding are measured using Early Years Outcomes at baseline and 6 month follow-up

HENRY

1. Self reported measures relating to parenting skills and healthy lifestyles are taken at baseline and 3 month follow-up.

Incredible Years

1. Children's behaviour is measured using the Strengths & Difficulties questionnaire at baseline and 14 weeks

Parents as Partners

1. Parenting style is measured using the Revised Parenting Index at baseline and 16 weeks

## **Secondary outcome measures**

Sign 4

1. Children's well-being is measured using Leuven Well-being scales at baseline and 6 month follow-up.

## **HENRY**

1. Group facilitator and parental views of HENRY sessions are measured using surveys and interviews at 8 weeks and 3 month follow-up

## **IY**

1. Group facilitator and parental views of Incredible Years sessions are measured using surveys and interviews at 14 weeks

## **Parents as Partners**

1. Group facilitator and parental views of Parents as Partners sessions are measured using surveys and interviews at 14 weeks

## **Overall study start date**

05/05/2016

## **Completion date**

01/11/2018

# **Eligibility**

## **Key inclusion criteria**

Participants are children under five as well as stakeholders working on the identified interventions.

## **Participant type(s)**

Other

## **Age group**

Mixed

## **Sex**

Both

## **Target number of participants**

200

## **Key exclusion criteria**

Any other human participants who do not fit the inclusion criteria detailed above.

## **Date of first enrolment**

05/05/2017

## **Date of final enrolment**

01/06/2018

# **Locations**

## **Countries of recruitment**

England

United Kingdom

**Study participating centre**

**University of Bedfordshire**

Institute for Health Research

University Square

Luton

United Kingdom

LU1 3JU

**Study participating centre**

**Flying Start Luton**

The TOKKO Building

7 Gordon Street

Luton

United Kingdom

LU1 2QP

## **Sponsor information**

**Organisation**

University of Bedfordshire

**Sponsor details**

University Square

Luton

England

United Kingdom

LU1 3JU

**Sponsor type**

University/education

**Website**

<https://www.flyingstartluton.com>

**Organisation**

Flying Start Luton

**Sponsor details**

The TOKKO Building

7 Gordon Street

Luton  
United Kingdom  
LU1 2QP  
+44 1582 548356  
flyingstart@luton.gov.uk

**Sponsor type**

Government

**Website**

<https://www.flyingstartluton.com>

**Organisation**

University of Bedfordshire

**Sponsor details**

**Sponsor type**

Not defined

**Website**

<http://www.beds.ac.uk/>

**ROR**

<https://ror.org/0400avk24>

**Funder(s)**

**Funder type**

University/education

**Funder Name**

University of Bedfordshire

**Alternative Name(s)**

**Funding Body Type**

Private sector organisation

**Funding Body Subtype**

Universities (academic only)

**Location**

United Kingdom

**Funder Name**  
Flying Start Luton

## **Results and Publications**

### **Publication and dissemination plan**

Steps to Evaluation article submitted to BMC Medical Research Methodology awaiting response. Two outcome and four process evaluation articles are planned from the subsequent evaluation of the projects selected in the above protocol.

### **Intention to publish date**

16/01/2018

### **Individual participant data (IPD) sharing plan**

The datasets generated during and/or analysed during the current study are/will be available upon request from Dr Rosemary Davidson (rosemary.davidson@beds.ac.uk).

### **IPD sharing plan summary**

Available on request