**Who to include when you collect evaluation materials for the cooking skills study group.**

Please use this chart to decide whose data you collect. It doesn’t matter which of your courses they are attending. It doesn’t matter if there’s a few people on your course who don’t meet the criteria -we just don’t need information about them.

We have asked you to collect evaluation information about vulnerable participants and low-income families. Here’s how to decide whether to collect someone’s data:

Are they vulnerable or very likely to be affected by discrimination and health inequalities? (See list below)

 Yes? Include them in the study

 No?

Are they a parent/ carer of children (or pregnant)? (See list below)

Are they living on a low income? (See list below)

Yes? Yes Include them in the study

 No Do not include in study

**Who is vulnerable or effected by discrimination and health inequalities?**

Many people are affected by discrimination and health inequalities. However, for the purposes of this study please only include people who can meet one or more of the following criteria:

* They have been referred to your cooking course and are receiving care, support or a welfare service from that referral agency.
* They (or someone they are a carer for) are affected by a disability or illness, including:
	+ learning disability
	+ physical disability
	+ mental health issue
	+ dementia
	+ addiction or alcohol issue
* They are more likely to be vulnerable, experience discrimination or have difficulties accessing services because:
	+ English is not their first language
	+ They have low-literacy skills
	+ They are asylum seekers or refugees
	+ They are a victim of gender based violence (domestic violence, sexual abuse, human trafficking)
	+ They are involved in the criminal justice system or are an ex-offender
	+ They are a gypsy or traveller
	+ They are from a minority ethnic community
	+ They are homeless (rough sleeper or in temporary accommodation)
	+ They are lesbian, gay, bisexual or transgender
	+ They are a young lone parent (under 21 years of age)

**Who is a parent / carer?**

Please only include people who can fit one or more of the following criteria for this group:

* Pregnant women
* Parents (or carers) who have full care responsibilities for one or more child or young person up to the age of 18.

**Who is on a low-income?**

Please include people who fit into one or more of the following:

* They receive any means-tested benefit (excluding child benefit). This will include: Income Support, Jobseekers Allowance, Income-related Employment and Support Allowance, State Pension Credit, Child Tax Credit, Working tax credit, Universal credit.
* They live in an area which is in the lowest 20% SIMD index. ([link)](http://www.gov.scot/Topics/Statistics/SIMD)

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