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**Tameside Holiday Activity & Food Fund – Overview – #Fuel4Fun Organisations**

The Tameside Holiday Activity & Food Fund (HAF) has been developed though the department of education (DFE) to engage and deliver interventions to a large cohort of young people from aged 6 years up to 16 (Currently in School year 11).

There are 9,554 young people in Tameside who receive free school meals, the main aim of this programme is to engage with these young people over the school holiday period to offer FREE holiday activities supported with interventions and to provide them with food during the daytime, this will also be underpinned by offering training and leadership opportunities to help develop pathways for lifelong learning and development.

Not all monies will be released until full completion of evaluation and case studies for each project.

All holiday programmes will run over the summer school holidays and October half term in 2021

Tameside MBC/Active Tameside are responsible for the co-ordination of the programme and are looking to develop partnerships with originations and offer this funding to targeted areas who have a high percentage of children who are eligible to receive free school meals.

The holiday programme funding will be awarded through a grant process where we are looking for originations to apply for funding that will enable young people on FREE school meals to attend holiday programmes giving them the opportunity to attend programme FREE of charge.

**The grant(s) available for organisations will be up to £1,180 (full breakdown below) per group for children who are eligible to receive FREE school meals aged 6 -16 years of age. This must be for a minimum of four hours per day for four days of the week.**

* Lead person at £20 per hour x 4 hours x 4 days - £320
* Assistants x 2 at £15 per hour x 4 hours x 4 days - £480
* Facility charge/hire £20 per hour x 4 hours x 4 days - £320
* Food grant if required £15 per bubble - £60

The organisations have the option to run their own holiday activity programme using their own staff or can request to use ONE Active Tameside sports coach to lead the programme – see page 3 for more details.

The organisations will apply for the funding, specifying for the required number of places on the holiday programme.  They have the option to either receive a payment of £60 for the group to provide its own food or Active Tameside providing food boxes for the young people – see page 4 for further details.

We have outlined the terms and conditions for the grant(s) in page 3, below are holiday dates along with deadlines for any grant(s) to be awarded.

**Key Dates**

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| --- | --- | --- | --- |
| **School holiday Term-2021** | **Dates** | **Deadline for application form to be submitted** | **Panel date for approval** |
| Summer – Week 1 | 26th July – 30th July 2021 | Friday 18th June 2021 | Monday 14th June 2021 |
| Summer – Week 2 | 2nd August - 6th August 2021 | Friday 18th June 2021 | Monday 14th June 2021 |
| Summer - Week 3 | 9th August – 13th August 2021 | Friday 18th June 2021 | Monday 14th June 2021 |
| Summer – Week 4 | 16th August – 20th August 2021 | Friday 18th June 2021 | Monday 14th June 2021 |
| October half term | 25th October – 29th October 2021 | Friday 16th July 2021 | Monday 19th July 2021 |

**Tameside Holiday Activity & Food Fund - #Fuel4Fun Organisations**

**Terms and conditions of grant(s)**

* Staff/coaches to be qualified to the appropriate level to deliver the holiday activity along with one staff/coach to have completed the online basic food hygiene course.
* Funding will be for minimum of 15 young people.
* If an Active Tameside sports coaches is required to lead the holiday activity the organisation will be asked to help with supplying support staff to assist them throughout the day.
* Activities can be either physical activity, cultural activity, or food activity.
* The organisation must have their own public liability insurance that covers all participants/coaches and staff.
* The organisations must have registers which hold details of all participants daily.
* The organisation must have a First Aider on site when the holiday activity is being delivered and have a process to record any accidents or injuries.
* All coaches/staff must have a valid enhanced DBS certificate
* All holiday camps must have a completed risk assessment that is reviewed daily and signed by the coaches/staff leading the session.
* The organisation will promote their holiday activity to all children in school who are eligible to receive free school meals
* The organisation will be responsible for all administration in relation to bookings for the holiday camps.
* The organisation must have a safeguarding policy in place and have a system for people to report any safeguarding incidents.
* The organisation must be COVID-19 compliant, and this must form part of the risk assessment.
* All holiday programmes must be for a minimum of four hours per day for four days of the week
* The organisation must provide food daily to all young people on FREE school meals, this can be provided by the organisation as part of the grant or by Active Tameside (See page 4).
* All approved grants will be made payable to the partner school and not to any individual.
* The organisation must complete the holiday evaluation form and case study and return no later than one week after the holiday programme.
* Active Tameside/Tameside MBC accepts no liability for loss damage, or personal injury to any individual if the organisation uses their own staff to lead the holiday programme
* The organisation will agree to marketing and publicity in a partnership with Tameside MBC/Active Tameside.

**Tameside MBC/Active Tameside**

**Holiday Activity & Food Fund - Age 5- 16 years**

**Grant Application Form – Organisation**

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| --- |
| Organisation Name: |
| Address: |
| Postcode: |
| Contact Name: |
| Email Address: |
| Contact phone Number: |
|  |

**Please indicate below how many places each WEEK you wish to apply for**

|  |  |  |  |
| --- | --- | --- | --- |
| **School holiday Term-2021** | **Dates** | **Number of children required to be funded** | **Do you require an Active Tameside Sports Coach to lead the programme? If so, what times?** |
| Summer – Week 1 | 26th July – 30th July 2021 |  |  |
| Summer - Week 2 | 2nd August - 6th August 2021 |  |  |
| Summer – Week 3 | 9th August – 13th August 2021 |  |  |
| Summer – Week 4 | 16th August – 20th August 2021 |  |  |
| **Option A** – To receive a grant of £60.00 per week which is £15 per day for the organisation to provide food for the young people funded through the FREE places as outlined in your allocated grant application above. | | **Yes/ No (Please circle)** | |
| **Option B** – Active Tameside to provide food boxes that will be delivered to the organisation to provide food for the young people funded through the FREE places as outlined in your allocated grant application above | | **Yes/ No (Please circle)** | |

|  |  |
| --- | --- |
| What activities do you have planned, please provide a detailed breakdown for the Day/Week?  Financial breakdown of spend for project. |  |
| Targeted outcomes including numbers and how you will recruit numbers.?  Area of Tameside? |  |

The organisation have read and accept the conditions terms and conditions of the grant.

The organisation carries public liability insurance, and all staff have an enhanced DBS Certificate and hold appropriate qualifications.

Please sign below, to agree to all terms and conditions of the grant application.

|  |  |
| --- | --- |
| Name of Organisation  Name of authorised signatory |  |
| Position in Organisation |  |
| Organisation Code (office use) |  |

**Please complete all parts of the application form and email to –** [fuel4fun@activetameside.com](mailto:fuel4fun@activetameside.com) or [helen.wilson@tameside.gov.uk](mailto:helen.wilson@tameside.gov.uk) **please note the deadlines for applications in page one of the pack.**

\*The organisation will be informed of the outcome of your grant application within 7 days of the grant panel meeting date, if successful we will then contact you to obtain bank details to make payment of the grant to the school.

Funding checklist to be reviewed with grant applicant to ensure we meet minimum operating standards.

|  |  |
| --- | --- |
| Staff Qualifications | Evidence seen – Yes/No |
| Enhanced DBS certificates | Evidence seen – Yes/No |
| Public Liability Insurance | Evidence seen – Yes/No |
| Food Hygiene course completed - Online. | Evidence seen – Yes/No |
| Risk assessments for the holiday camp complete | Evidence seen – Yes/No |