

## **Activity and food events Frequently Asked Questions (FAQ)**

### Introduction:

This document provides information for organisations who would like to submit an expression of interest (EOI), to deliver the Activities and Food programme # HAF.

### Background:

The Council has been awarded grant funding, by the Department for Education (DfE), to coordinate free activities and food, for children in receipt of benefit related Free School Meals (FSM), during the Easter, Summer and December school holidays in 2021.

We hope that by doing this that all children and young people across Milton Keynes, will be supported to

- eat more healthily over the school holidays;
- be more active during the school holidays;
- take part in engaging and enriching activities;
- be safe and not to be socially isolated;
- have greater knowledge of health and nutrition; and
- be more engaged with school and other local services.

FAQs:

## 1. Activities

Question	Answer
Is there a minimum period of time the sessions need to be?	For winter the aim is for provision to be delivered face to face for 4 days, covering 4 hours each day. If this cannot be achieved during December then we may be able to consider provision that provides at least 2 days of face-to-face provision over 4 hours, with participating children receiving at least two days' worth of good quality food and activity support for the days where face to face contact is not available.
What venues or spaces can be used to deliver provision?	We are not prescriptive on the space that should be used to deliver activities. This should be suitable for the type activity taking place and have all appropriate risk assessments and insurances. This could include public and community spaces, such as schools, parks, libraries, community and leisure centres.
Can events focus on a certain age group?	Events should be aimed at 4-16-year olds. You can apply to run different projects for different age groups as we understand what will entertain and engage a 5-year-old will be different to a 16-year-old.
Are the same children/young people expected to attend for the whole week or can it be different children/young people attending every day?	No, you can have different children attending everyday as we know not all children will require the provision for the whole time. Bookings, where needed will be made by the families direct to the provider to allow for people to choose what days they book onto.
Can the 4 hours be flexible on start times?	Yes, you can deliver the provision whatever time you would like, and we would encourage to strongly consider what times will best suit your target audience.

<p>Are there any examples of what Enrichment activities are suitable?</p>	<p>The DfE guidance outlined that activities should support the development of resilience, character and wellbeing along with their wider educational attainment. Previous pilot projects from other Local Authority areas have shared some case studies here: <a href="#">HAF 2020 Case Studies</a></p>
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## 2. Funding

Question	Answer
<p>How much funding can my organisation apply for?</p>	<p>There is no minimum or maximum limit to how much you can apply for. Costs will be determined by a number of different variables. We are able to fund both full/part project costs or a set rate per child per day. The choice for funding options will be made by you depending on the type of organisation and how you deliver your provision. You will be required to provide a rationale and evidence to justify the costs you include and the funds you request through this process.</p>
<p>My costs are based on a price per child per day. What is the expected cost of this?</p>	<p>Expected costs per child per day vary depending on length of session and the inclusion of food.</p>
<p>Do we still get financial support if a child does not turn up?</p>	<p>If a child has booked a place, but does not turn up, this place will still be funded. We hope to engage providers who are confident they will attract and engage children and young people to attend their provision, through working closely with schools and local groups. We assume families will need to book places on activities, which will enable providers to be appropriately prepared.</p>
<p>What organisations can apply for the funding?</p>	<p>Funding requests are open to the voluntary, public and private sector, provided your organisation can meet the objectives of the programme.</p>
<p>Do providers need to be Ofsted registered?</p>	<p>Holidays clubs may need to register with Ofsted and there are associated benefits of doing so. Guidance on the exemptions to Ofsted registration are set out <a href="#">here</a>.</p>

### 3. Food

Question	Answer
What are the expectations around the food offer?	<p>The DfE grant requirements set out that food should meet the <a href="#">school food standards</a>, ensuring all children receive a healthy, balanced meal. We understand it may be tricky to offer hot food every day, but to ensure the young people are getting a good variety of foods, our expectation is that the majority of food served by providers will be hot. We acknowledge that there will be occasional days when this is not possible and that a cold alternative should be used.</p> <p>The food should be provided free at point of access. Food options can include: cooking on site, hot food delivery, packed lunches, cook, share and eat, or a combination of these. Hot food is preferable where possible.</p>
Can I still apply if I am unable to provide food alongside an activity?	<p>We would encourage all providers to think about how they can provide healthy meals alongside their provision. However, we understand that this is not always possible. If you cannot provide food, we may be able to link you with a provider who can, however this is not guaranteed.</p>
Do we have to use a certain food supplier for the project?	<p>No, you can use your own ways of providing food for the project but it has to meet <a href="#">school food standards</a>. Local businesses and organisations may be keen to help you, it is always worth asking.</p>
Will it need to be a hot meal, or would a lunchbox style meal be adequate?	<p>The focus is on providing healthy food alongside an activity, and where possible for this to be a hot meal. There are a range of ways to provide this healthy food, and we are keen to use your knowledge and skills to identify the most appropriate way to deliver this food.</p>
What times do the meals need to be provided?	<p>Our focus is ensuring young people can access at least one healthy meal each day that meets the <a href="#">school food standards</a> that fit in with the times of the provision – there is no set time for meals to be provided.</p>

#### 4. Booking and data

Question	Answer
How do children, young people and their family's book onto events?	The council will publish a directory of providers on its website. Families will be able to select what activities they want to access and will be signposted directly to the organisation managing the event to book onto the provision. Organisations will need to be accessible and be able to manage the booking process. At the point of booking organisations will need to establish and record if the child is eligible for FSMs.
Will we need to provide booking contact details on the expression of interest?	Yes, it is important that families are able to engage directly with the provider to be able to enquire and book onto provision.
Will I have to keep an attendance log?	Yes, organisations will be expected to provide information on attendance, monitoring and evaluation. This is to ensure compliance with the DfE funding.

#### 5. Targeting Support

Question	Answer
Is there any additional funding available for supporting children with SEND?	We recognise that additional costs will be associated to offer more specialist and one-to-one support for children with additional needs. Details of these costs should be included in your expression of interest.
As a provider how do we get in touch with children who get free school lunches?	We would encourage you to make links with local schools and other providers. MKC will be promoting the programme through the usual channels e.g. via website, as well as directly via contacts with families.
Will there be a focus on primary aged children, or will there be equal consideration for all age groups up to 16?	Every child who is eligible for free school meals is included in this programme, between the ages of 4 and 16yrs.
Where are the highest number of Free School Meal children in Milton Keynes?	There is a map available on our website which shows where families who are eligible and taking up FSMs live.

