

2023 Summer School Holiday Food and Activities Fund

Guidance for Local Partners

Purpose

The 2023 Summer School Holiday Food and Activities Fund is an initiative designed to provide holiday childcare options for children from low-income families. Recognising the importance of ensuring equal opportunities, Falkirk Council has dedicated funding to support local partners in delivering School Holiday Clubs, catering specifically to children and young people residing in low-income households. This collaborative effort aims to enhance accessibility and provide an enriching experience for those who may otherwise face limited options during the summer break.

Funding up to £5,000 is available

In view of the limited budget available, we strongly encourage applicants to request only the necessary funding to cover the expenses of the proposed activities. This will increase the likelihood of more applicants receiving some aid.

Applications should be submitted by Wednesday 31st May 2023

Holiday clubs may incorporate partners from across a range of sectors, whether regulated or unregulated by the Care Inspectorate, such as local authority providers, Out of School care providers; youth work; third sector organisations and activity-based clubs providing activities in the school holidays (whose primary function is not childcare).

Holiday clubs should be shaped around what children and young people of all ages say/have said that they want and need. The priorities of those in the target groups outlined below should help shape delivery plans to ensure that support reaches those who would most benefit. Provision should be child-centric, providing opportunities to connect with friends, peers, wider community, and the outdoors and to learn new skills. Activities should be as wide ranging and inclusive as possible aiming to cover a wide range of interests, backgrounds, and circumstances and be shaped around a theme of fun and play with a view to providing positive experiences. Activities may include sports; expressive arts; crafts; outdoor learning; outdoor play; trips and visits. Early engagement with children and young people from eligible groups will improve the design and delivery of services and encourage uptake.

Who is the funding intended to reach?

The funding for the 2023 Summer School Holiday Food and Activities Fund targets school-aged children and young people, with a particular emphasis on those who are likely to face disadvantages due to ongoing poverty. The priority groups identified by Fairer Falkirk's analysis of national and local data include:

- School-aged children (5 – 14)

- Young people (14 – 19)
- Large families (3 + Children)
- Lone parents
- Care Experienced Young People
- Kinship Care Families
- Priority areas

Fairer Falkirk places a specific focus on the Falkirk North ward, which has the highest proportion of children living in households experiencing relative poverty compared to other areas in Falkirk. However, project proposals from all areas within Falkirk will be considered, as it is acknowledged that children living in poverty can be found across the entire district.

Who can apply?

If you are a public or third sector organisation that works with children that satisfy the eligibility criteria in Falkirk, you can apply. Voluntary organisations who are constituted or have a governing document are welcome to apply – **documents must be sent with the application.**

Services working within Falkirk Council are also welcomed to apply.

Individuals and private sector for profit organisations are not eligible for this fund.

Projects should be rights-based and reflect the diverse needs and aspirations of children and their families. Activities and childcare provision can be delivered through various language mediums and should reflect participants' needs, this includes offering sessions in Gaelic medium or other widely spoken minority languages where appropriate. Improving the physical, emotional, and mental wellbeing of children and young people is key, as is making sure children and young people's views are listened to and actively inform the planning and delivery of the holiday programme as well as future policy.

As the funding is specifically for working with children, applicants are required to have a Child Protection Policy and must ensure all staff are appropriately recruited and checked.

How to apply

You can apply by downloading the application form and sending it to fairerfalkirk@falkirk.gov.uk

(We will acknowledge receipt of your application within 2 working days. If you do not receive this, please contact us again as we have had issues previously of applications being filtered into junk mail. We will also check the junk mailbox to try to avoid this happening).

If you are unable to send the application electronically, please send a copy to the following address:

'Fairer Falkirk'
Corporate & Housing Services
Falkirk Council
The Forum

Callendar Business Park
Callendar Road
Falkirk
FK1 1XR

How applications are assessed

Applications are assessed by a decision panel with representatives of the Fairer Falkirk Partnership. Their aim is to give funding to organisations who are likely to have the greatest positive impact for the target groups.

The panel has developed a scoring guidance to support the assessment process and have the authority to make the final decision.

To ensure the best value for money and manage the likelihood of oversubscription due to the limited budget for the Summer School Holiday Food and Activities Fund, the panel has established additional criteria for evaluating and recommending proposals. Only a select number of projects will be recommended for funding based on these criteria. Below are the three essential criteria that the panel will use to guide their decision-making process:

- **Value for money.** The panel will prioritize projects that represent good value for money, with a balance between costs and the quality of activities. We will evaluate the cost-effectiveness of each proposal, considering the potential impact and outcomes achieved relative to the resources invested.
- **Regularity.** The panel will prioritize proposals that include regular activities, such as those scheduled on a weekly basis. **Proposals will only be considered if they offer a minimum of 5 sessions or days of activities throughout the entire holiday season.** The regular scheduling criterion will be given priority to assist parents in planning family activities, as they will know the activities will be held on specific days of the week.
- **Openness to external participants.** We will prioritize activities that are open to external participants and promote them on our website. This criterion will evaluate the potential for community engagement and the reach of each proposal.

We also request applicants to provide a schedule/programme of their proposed activities. This will allow us to promote them on the Falkirk Council website and increase their reach. If any applicant prefers not to have their activities promoted, please inform us accordingly.

These three criteria supplement the standard evaluation criteria used for the School Holiday Food and Activities Funds. The guidance recommends making awards to organisations based on evidence that shows they meet the following criteria:

- **Establishing effective local partnerships** that work across all sectors to plan and deliver a holiday programme that coordinates and integrates childcare, activities, and food. That promotes inclusion and aims to remove barriers to participation and is responsive to the needs of eligible children and families, making best use of existing provision at local level.
- **Developing effective and non-stigmatising approaches to targeting.** Examples include ensuring language used in communications is inclusive; forging relationships with trusted

community/faith leaders to promote maximum engagement, reach, and uptake amongst eligible groups; engaging trusted referral partners such as schools and relevant professionals to identify eligible children and families and communicate the offer to them; or offering funded places for eligible children and young people alongside paid-for places available to all to eliminate stigma.

- **Communication and promotion** of the summer offer should be coordinated locally to maximise engagement among target groups. The Scottish Government is committed to inclusive, non-stigmatising communication - language, cultural differences and levels of digital literacy should all be considered.
- **Overcoming barriers to participation** - consideration should be given to how to meet wider family needs and lower costs of participating in the programme, including through transport, food provision, financial inclusion, family support and referral on to wider services where needed. Principles of dignity and human rights should be applied, promoting non-stigmatising provision of services, and supporting inclusive service delivery, for example through cultural or linguistic inclusivity. Local authorities should be responsive to the needs of their communities, for instance by offering sessions in Gaelic medium or other widely spoken minority languages as well as English where appropriate.
- **Taking a place-based approach to delivery that targets areas of multiple deprivation within each local authority area.** This is to concentrate funding in areas that have the highest rates of poverty and begin to embed tests of change that will generate the learning required to develop holiday provision for low-income families from 2023 onwards
- **Integrating food provision** alongside childcare and activities. Consideration should be given to tackling food insecurity and promoting healthy relationships with food through incorporation of dignified, nutritious, and economical food preparation and provision where possible. The food on offer should be culturally appropriate, helping to demonstrate inclusion and to reduce barriers to participation. Working closely with local food suppliers should be encouraged to support local economies and reduce food miles. This aspect of the programme, which overlaps with nutritional education and food education, can be challenging and we encourage local authorities to plan and prepare for this as best they can, including engaging with experts and partners as appropriate.

Food Criteria

The Scottish Government is committed to ensuring that every child in Scotland has the best possible start in life and that includes making sure that our children have access to healthy and nutritious food.

The criteria are not intended to replace or describe current Government nutrient guidelines for food provision in schools, rather it is aimed at helping organisations who are providing food as part of this fund to plan and provide a meal that supports children and young people's health and wellbeing, whilst being nutritious and enjoyable.

A nutritious lunch can comprise hot or cold foods that may be shop bought or cooked in-house. Organisations aiming to create opportunities for children to engage and even make the food that they eat (with support from adults), will be welcome.

Food information regulations - Natasha's Law: From 1 October 2021, changes to the Food Information Regulations 2014 came into effect, adding new labelling requirements for food that is pre-packed for direct sale (PPDS). Partners should take the time to read the guidance on the [Food Standards Agency](#) website and ensure that all food provision for the summer programme meets these requirements.

Food provision should comply with the following criteria

A DRINK

Drinks provided should be:

- plain water (fizzy or still)
- milk, (all varieties)
- caffeine free, sugar-free drinks (fizzy or still)

What *cannot* be funded are:

- Full sugar drinks, including energy drinks, milkshakes, and smoothies.

A MEAL

The meal should contain vegetables or fruit as per the five a day recommendation

When purchasing food, try and use the [traffic light system](#) and avoid foods and drinks high (red) in saturated fats, sugars or salt.

Please note that rehydrated pot meals **cannot** be funded, and we ask that you avoid deep fried foods.

SNACKS & PUDDINGS

Please be mindful of the use of high fat, salt, and sugary products such as cakes, biscuits, sweets, chocolate, pastries, ice cream and crisps, limited provision is anticipated.

It recommended to have freely available bread, basic salad vegetables, and fruit that children can fill up on if still hungry.

Support is available to help you develop your application.

- For help completing your application including how you can promote activities towards the target groups contact: fairerfalkirk@falkirk.gov.uk or tatjana.sandon@falkirk.gov.uk
- For advice on how to organise activities for children and young people contact: Cameron.Reid@falkirkcommunitytrust.org
- For help with capacity building, funding, and governance support contact CVS info@cvsfalkirk.org.uk
- For menu ideas, portion guidance, resources, and training to support this round of funding contact: fv.fvcommunitynutrition@nhs.scot or visit: www.nhsforthvalley.com/nutrition



Monitoring, Reporting and Evaluation

Evaluating the project will provide the Scottish Government with information on delivery and reach of the funding, as well as help inform future policy and practice. A template reporting form will be sent to you at the end of the project and must be returned to fairerfalkirk@falkirk.gov.uk