

# York HAF Programme

## 2023-2024 Annual Report

Prepared by: Shelby Graham, Programme Coordinator

Submission date: 12/07/2024

### Overview

---

- Programme coordinator: Shelby Graham
- Overall annual spend: £413,250.00
  - Programme expenditure – £366,162.85
  - Management/administrative – £40,179.57 (programme coordinator salary) – **9.72% of total expenditure**
  - Capital expenditure (equipment for clubs) – £3,167.00
  - Other costs (e.g., translations, transport, provider staff training, booking systems, etc.)
    - Booking system - £4,449.00 (Summer and Christmas vouchers)
    - Transport (staff car and train travel) - £2,012.92

### Steering Group

---

**Maxine Squire** | *Assistant Director, Education & Skills*

**Bob Webb** | *Executive Member for Children, Young People, and Education*

**Barbara Mands** | *Head of Education Support Service*

**Tim Waudby** | *Community Officer*

**Shelby Graham** | *Community Involvement Officer – HAF Coordinator*

**Mora Scaife** | *Communities Team Manager*

**Kerry Lee** | *Quality Improvement Advisor, Out of School*

**Sarah Bentley** | *Children's Champion, Westfield Primary Community School*

**Paul Ramskill** | *Community Sports Development Manager*

**Claire Duggleby** | *Senior Communications Manager*

**Heidi Lewis** | *North Yorkshire Police*

**Diane Lambert** | *Community Manager, Door 84 Youth and Community Club*

**Maria Bryant** | *University of York*

**Matthew Orme** | *Public Health Wellbeing Officer*

**Lisa Palmer** | *School Business Manager, Westfield Primary Community School*

**Michael Williams** | *Archbishop Holgate's School*

### Delivery Providers

---

Ballers Academy

Bell Farm Social Hall

City of York Council

Clifton Green Primary School

Dandelion Arts

Door 84 Youth Club

Dringhouses Out of School Club

Explore York Libraries

First Step Sports

Flying Ducks Trampoline Club

Funfishers Out of School Club

Gateway Church

Generate Theatre

Grand Opera House

Haxby Memorial Hall

Healthy Me

Ignite Sports

Mini Athletics

New Visuality

Noise Academy

North Yorkshire Youth

Premier Education

Poppleton Ousebank Primary School

Sivik Trust

Snappy Trust  
SportWorks  
St Nicks Environment Centre  
Total Sports  
York City Football Club Foundation  
York Inspirational Kids

York Mansion House  
York RLFC Foundation  
York Theatre Royal  
York Travellers Trust

## ***Key Aspects of the Programme***

---

### ***Signposting & Referrals***

In the York local authority, the HAF programme is situated within the Communities and Equalities team. Our team believes that ward and neighbourhood level working is at the heart of building resilient communities. Our key priorities include:

- Engaging local residents so that their views shape the council's priorities.
- Supporting the local community and voluntary sector investing in its capacity as a source of expertise and as a service provider.
- Getting residents increasingly involved in local initiatives and volunteering.
- Creating strong links to service and partner organisations.
- Increasing community capacity so that all communities are able to take up the opportunities available.

Our team collaborates extensively, meaning that our HAF coordinator is able to work with community officers and local area coordinators to identify key areas, delivery providers, signposting opportunities, and more. We have strong ties with our community centres, who tend to already have relationships with the families of many of our HAF participants. Some of our community centres are delivery providers themselves or offer their space as a venue, which can be hugely beneficial as trusted and inclusive spaces.

In our application, we ask: 'Please describe how staff will be trained to sensitively signpost families to other relevant statutory and community groups, such as: food banks, further health and nutrition advice, emotional wellbeing and mental health, financial support, employment support, housing, or other lifestyle needs.' It is essential that providers demonstrate that they can facilitate this wraparound support. In addition, we do give all providers any CYC resources for them to share with participants.

We also partner very closely with the York Family Information Service, which is a free and impartial information service for parents and carers of children and young people. They work with public health, Healthy Child service, Education Support service, and more. This partnership allows us to provide our HAF families with great resources and support.

### ***Healthy Food & Food Education***

In our application, we ask potential providers two questions regarding food:

- 'Please describe how you will provide healthy meals and confirm how the meals will meet Schools Food Standards (SFS) criteria. If the meals provided are not hot meals, please detail how you will ensure the meals are nutritionally substantial and appropriate and still meet the SFS criteria. Please include sample menus where appropriate.'

- Please describe how you will promote healthy eating and healthy lifestyle choices with children, families, and carers and how you will seek to address stigma around free school meals? Please also explain if there are any ways your activity can help families access help longer term through signposting to other sources of information and support.

Our providers offer a mix of food provision. The schools prepare meals on site, while York RLFC Foundation, the local rugby team, has their team chef prepare and serve the same meal their players get before a game. Many of our providers provide food education, and several of the provision aimed at our secondary-aged participants even teach cooking skills. Some of our providers partner with Choose2 Youth as their outside caterer, which is a local charity that provides support for young people with disabilities across York and North Yorkshire.

### ***Physical Activity & Enriching Activities***

We believe it's important to provide a wide range of activities for children and young people. We have traditional sports clubs, but we also partner with heritage organisations, our libraries and schools, art camps, drama workshops, and more. Because of this, the physical activity ranges by provider. One art camp has had participants draw manga, then experiment with different martial arts to try and 'act out' their art, while another provider takes participants on field trips to local parks for play days.

We receive endless feedback from parents (some of which can be found below) describing how the HAF programme has allowed their child to make new friends, have a more exciting school holiday, learn new skills, and more.

### ***Eligibility Checking & Booking System***

Our new booking system, Evouchers, has made a massive impact on our HAF provision. It works directly with schools to issue the vouchers to their FSM eligible pupils, which has resulted in greater school engagement with the programme. Prior to this, I did not have the information of the families, which meant that I could not do targeted communications and also that we could not perform eligibility checking. Participants self-certified that they were FSM eligible.

Before every holiday period, a brochure is sent out to schools to disperse to eligible families. This brochure includes all available activities to book (once their voucher goes live), information on how to cancel, contact details for all providers, and information on what to do if they have issues with the system itself. Families who may struggle with a language barrier or tech literacy are more than welcome to approach their school or the HAF coordinator to help them book on. Our providers are also able to take bookings over the phone or email and then they input the data into the booking system. Last year, the Home Office chose to accommodate some asylum seekers in York. The HAF coordinator has access to these families prior to the holiday period to help them sign their children onto integrated activities.

## Easter 2023

---

In total, we distributed **£109,400** in direct grants for the HAF Easter 2023 programme. Grants were awarded to **24 organisations** with varying grant sizes.

### Easter 2023 was delivered by:

**14**

Non-profit organisations

**8**

Private providers

**2**

Schools

### The programme supported:

**1,870**

Children and young people in total

**1,470**

Of these were primary-aged

**400**

Of these were secondary-aged

**325**

Of these were SEND

### Highlights:

- The number of children engaged compared to last year (1,035) was a huge improvement. However, it's unclear how many were actually eligible as it was self-certified.
- This was the first Easter delivery with a dedicated HAF coordinator at CYC.
- Our programme covered a wide array of activities including: arts & crafts and drama classes; cooking demonstrations; day trips to heritage sites and local parks; sports such as rugby, football, NERF, soft archery, and more; and nature activities, such as building dens and campfire cooking.
- There was an increase in the number of providers applying, which showed growth in the programme. However, some providers proved to be more appealing to our cohort than others or some activities were more popular in particular areas. This was something we learned from and then considered in future delivery periods.
- The quality of our providers and overall provision improved. In the evaluation of our Easter 2022 programme, our registration and monitoring was self-evaluated as 'poor', with other aspects of management – such as training providers, communications, and school engagement – rated as 'acceptable'. For the 2023 delivery period, there were no 'poor' ratings.
- We had signed a contract with our new booking system (Evouchers), but we weren't able to get the system in place by Easter. Therefore, we were still relying on data from our providers and didn't have a great method of eligibility checking.
- We improved our application and put in a cost per head framework. We also created a quality assurance form with Kerry Lee from our steering group who is a quality improvement advisor for out of school programmes in York.

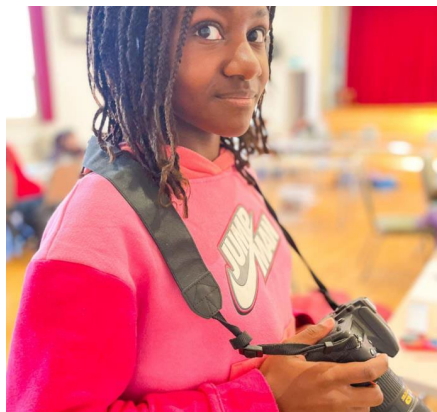
## Feedback from Easter:

'As a single parent with no local family support, for the boys to find a club they enjoy going to has taken a huge amount of stress off of me. The FSM places for them both were massively appreciated – it made going to work worth it! The boys will be looking forward to seeing you this summer.' –Mum of two participants

'I had never been to Bar Convent before. I hadn't even been to the Minster or walked the city walls! I loved doing all of it. My favourite bit was going to Bar Convent and just sitting in the quiet to think about what we learned. I definitely want to come back!' -Amy, 15 years old



One of our HAF participants enjoying some time outside at St Nick's Nature Reserve. St Nick's HAF activities are all about nature: den building, campfire cooking, nature arts and crafts, and more.



New Visuality art camp visits local heritage sites and parks to inspire their art. They even used drones and cameras over Easter to create videos. The older 'ambassadors' of the camp create a video and zine every holiday period.



York's rugby team, the Knights, are also partners with the HAF programme. They have day camps, but they also have an inflatable pitch that they take around the city for pop-up and play events.

## Summer 2023

In total, we distributed **£182,235** in direct grants for the HAF Easter 2023 programme. Grants were awarded to **26 organisations** with varying grant sizes.

## At a glance:

**11**

Non-profit organisations

**15**

Private providers

**12,842**

Available places, compared to approximately 7,000 last summer

**2,760**

Total vouchers redeemed: approximately two-thirds of those eligible

**1,381**

Children and young people in total

**1,239**

Of these were primary-aged

**142**

Of these were secondary-aged

**292**

Of these were SEND

- Summer 2023 was our first time utilising our new booking system! It provided a lot of interesting new insight:
  - Prior to this, we assumed that most of our cohort attended activities within their own ward. However, the booking system showed that some activities would have children from dozens of different schools from all over the city.
  - Though they don't label themselves as 'SEND' or look for SEND-specific activities, a large percentage of our participants (sometimes nearly 1 in 4) were awaiting an autism and/or ADHD diagnosis.
- More booking system data:
  - Places booked: 88% - the percent of spaces on the system that were booked
  - Booked and attended: 87% - the percent of spaces booked that were attended
  - Approximately one in six participants were secondary aged
  - Gender divide: 50.5% female, 48.7% male, 0.01% other, 0.01% rather not say
- We had a new SEND provider, SportWorks, who works on a national level. Finding more SEND providers has been a real struggle for us.
- Weather impacted some outdoor activities. Weather seems to have a bigger impact in the summer holidays. For example, we have a provider who does nature-based activities, and they do still operate in the colder months. It seems that families who sign up during the winter do so knowing that the weather will likely be poor.
- We worked with a local cultural attraction (York Mansion House), but unfortunately it was not well attended. York is known for being a cultural destination in the UK, and we want all children in our city to feel as though those aspects belong to them.
- We received additional funding to target asylum seeker families new to York and integrate them into activities already happening.

## Summer feedback:

'The booking system made us busier than we have ever been! We even have children as new participants that have come to sessions outside of HAF activities.' – Door 84 Youth Club



'I struggle to leave the flat with my daughter and stay indoors all day. I'm so glad I came out because my daughter had a great time, but it's also given me more confidence to get out more!' -Mum of one primary-aged child

'After [Easter's] art camp, I gave a presentation to local councillors about food banks and healthy eating on a budget. I am looking forward to doing this again, but this time I'm able to hand out flyers that I designed during my time at camp!' -Evie, participant at New Visuality, age 14

'I appreciated the cooking classes because it encouraged my son to try new foods (and healthy ones at that!). I was also impressed with the Star of the Day award: my son won it one day and it made his entire week!' -Mum of one primary-aged child



*Left* Participants at Healthy Me camp enjoying some sports in the nice weather.

*Right* The Lord Mayor visited art campers at New Visuality to look at their projects.



## ***Christmas 2023/2024***

In total, we distributed **£58,357** in direct grants for the HAF Easter 2023 programme. Grants were awarded to **23 organisations** with varying grant sizes.

**At a glance:**

**9**

Non-profit organisations

**14**

Private providers

**4,108**

Available places

**3,821**

Total places booked

**1,520**

Children and young people in total

**1,151**

Of these were primary-aged

**253**

Of these were secondary-aged

**292**

Of these were SEND

Finding providers for our Christmas delivery period is always a challenge. Many of our usual delivery partners were unavailable during this time due to various reasons (e.g., building works, understaffed, wanted time off with family, etc.). During the previous year, we tackled this by providing activities as a local authority, which worked out really well with the dates that the winter holidays fell. However, the dates this year were not ideal, as they mostly fell after Christmas. Last year, our feedback from families was that food and activities for their kids along with a parcel to take home was highly appreciated.

This year, the communities team was able to secure some funding from Household Support to target families across the city to attend activities and take a food parcel home. This provision was not part of HAF, but we did use this as a way to promote the HAF programme and really push the available activities. During 2021/2022 Christmas, we found that we engaged with a higher number of children but they attended only one or two days of provision. However, this year we were able to secure some outside providers to deliver activities, and this resulted in children attending more days.