



Telford & Wrekin
COUNCIL

Holiday Activities and Eat Well Fund – Frequently Asked Questions

At the Holiday Activities and Eat Well Workshop in May 2019 participants identified a number of queries and potential challenges to delivering a project. We have listed these below with responses and a number of potential options for addressing some of the challenges. We are sharing this information as a guide, however, there may be a range of other potential options for you to overcome these challenges.

Q. How can we ensure that we engage with Children and Young People and Families that are in receipt of Free School Meals or on a low income?

- We will notify local schools and a number of other potential referral agencies such as the local Police team, of the Holiday Activities and Eat Well projects that are being delivered in their area. Schools will then be able to ensure that the children and young people in receipt of free school meals are aware of your scheme. We will also provide the information to the Council's Strengthening Families Teams who will make referrals.
- Projects that delivered activities last year said that they did targeted publicity on the scheme to ensure that they reached the right families.
- Your registration forms should identify the participants who are in receipt of free school meals, this information can be collected discretely via a tick box on your form.

Q: We are a Town Council and we know that there are other children, young people and families that need support during the holidays that don't live in the wards you have identified. Do we have to exclude them?

- If you are using other funding to support the delivery of your project then you would be able to have a wider catchment area than the 12 Wards identified for this fund. If you were successful in securing a grant from the T&WC Holiday Activities and Eat Well fund, you would need to demonstrate that this grant was used to support those that live within the 12 Wards identified for this fund.

Q: We are a church group, as the fund can't be used for religious activities can we still submit an EOI?

- Yes, faith based organisations can apply for funding and the activities can be held in a religious building. You would still be able to deliver a range of activities as long as they didn't include a religious element to them.

Q: If we submit a joint EOI with another organisation how will the money be divided?

- You will need to agree how much of the funding would be allocated to each organisation in the partnership prior to submitting your EOI. The grant can be paid to a lead organisation and then divided amongst partners. In this case we would suggest you have an informal written commitment between the organisations involved.
- If larger amounts are involved the grant payment could be split between organisations. If this is the case all organisations receiving payments would need to sign the grant agreement.

Q: We want to deliver a project under this scheme but we don't have any/enough volunteers?

There are a number of options in terms of recruiting volunteers.

- The Community Participation Team can help you to recruit volunteers via www.volunteertelford.co.uk We also have a number of social media channels and an email newsletter that we can use to help you recruit volunteers. If you would like help in recruiting volunteers for your project please email get.involved@telford.gov.uk
- You may be able to work with another local organisation that has volunteers that would be willing to support your project. If you are unsure of other organisations in your area you can email cpt@telford.gov.uk and we can help you to identify other organisations that you may be able to work with.
- You can still submit your EOI and state that you will need support to recruit volunteers to be able to deliver your project.

Q: We have staff and volunteers but we don't currently have a venue that we could deliver our activities from

- Most of our local neighbourhoods have some sort of community space. Have you thought about contacting your local Town or Parish Council, Faith Building, School or Community Centre? They may allow you to use their space or may want to work with you on the project. There is a list of community facilities and buildings in the Borough on our [website](#) if you need further information
https://www.telford.gov.uk/downloads/file/7251/list_of_community_centres

Q: My organisation cannot deliver the sessions but we would like to be involved in some way, how can we do this?

- There are lots of opportunities to contribute to the programme. You may be able to offer skills and advice, funding, equipment or facilities without running the session yourself. Please contact the Community Participation Team at cpt@telford.gov.uk and we will try to match you with organisations in your area that you could work with.

Q: We don't have a kitchen that we can use to prepare food.

- You don't necessarily need a kitchen (all of the time) to provide a healthy meal i.e. breakfast – overnight oats or a bagel with banana; lunch - a wrap with fruit and veg; dinner – rainbow salad.
- There are lots of healthy recipes on [Change 4 Life](https://www.nhs.uk/change4life/recipes) <https://www.nhs.uk/change4life/recipes>
- There may be another organisation such as a community café, local business or community group that could prepare the food on behalf of your project at low cost.
- Another local organisation nearby may let you use their kitchen facilities for preparation of food.
- You could use part of your grant to purchase induction hobs or hot plates and cooking equipment.

Q: We don't have much experience of nutrition, how to we make sure our project includes 'healthy' food?

- You can ensure your project includes healthy foods by including meals that are low in sugar and with a focus on fruit, veg, protein, calcium and carbs for example a breakfast club

would offer items like beans or eggs on toast. A lunch club can offer meals like chicken curry & rice or meat free Spaghetti bolognaise.

- There are national campaigns and websites which provide guidance, advice and resources to help you improve children's knowledge and awareness of healthy eating. This doesn't have to be a formal activity just getting children & young people involved in tasting, growing, preparing and cooking. To help plan your meals take a look at;

5 a Day <https://www.nhs.uk/change4life/food-facts/five-a-day>

Eatwell Guide <https://www.nhs.uk/live-well/eat-well/the-eatwell-guide>

Change 4 Life - great for health recipe ideas for your programme
<https://www.nhs.uk/change4life/recipes>

Oneyou <https://www.nhs.uk/oneyou/for-your-body/eat-better/>

Q: How many minutes of physical activity should children and young people be doing as part of the sessions.

- Chief Medical Officer Guidelines state that children and young people should be active for 60 minutes a day to benefit their health & wellbeing. We are looking to providers to provide a minimum of 30 minutes per day.

Q: I'm not a sports coach so how can I provide physical activity as part of the offer every day?

Being Physically Active is about moving more (moderate intensity) getting a bit hot, sweaty and out of breath. There are some easy activities which you can lead;

- Start with the Daily Mile where children can walk, jog or run a mile a day.
- Take a look at **Change 4 Life** - <https://www.nhs.uk/change4life/activities>
- You can get your group active with smaller bursts of activity which combined make up the required 30 minutes. Change 4 Life and Disney have joined together to produce **10 minute shake up games** inspired by Disney and Pixar movies. Using the 10 minute shake ups means you can spread the activity across the session or use during sessions that may focus more on Arts to ensure children get up and move during sessions
<https://www.nhs.uk/10-minute-shake-up/shake-ups>
- Schools have been using the Joe Wicks **Active 8 video workout for kids**, another great way to support children to move more in short bursts throughout your session
<https://www.youtube.com/playlist?list=PLyCLOPd4VxBszBLWgWMpt9kb5sKDXNX6M>
- There's lots of groups and organisations that provide/deliver sports and activities. Recruit the support from a club near you.
- **Multi Skills Activator training** – one of the best ways to build physical activity into your offer and make it sustainable is to train up local people. This training supports volunteers with a multi-skill approach to coaching young people in their local community. It will provide a chance to experience games across a range of sporting categories and with adaptations and top tips within the workshop to engage young people in multi sports.
<https://network.streetgames.org/what-we-do-changing-lives-streetgames-training-academy/activator-workshops>

- [Kids 4 a £1](#) is a council scheme that offers a range of activities for Children & Young People for just a £1. This offer is promoted through Leisure Services and can be accessed individually or if you are a holiday provider (as part of HAEW programme) you can access sessions for groups. Contact Mark Moore to arrange – mark.moore@telford.gov.uk
https://www.telfordandwrekinleisure.co.uk/site/scripts/home_info.php?homepageID=42
- There are lots of ideas available online such as [sports activity cards](#)
<https://www.sportaus.gov.au/p4/>

Q. I'd like to lead or support sports and activity sessions for young people in the community how can I become qualified.

- There are a number of organisations that provide training courses to enable you to become qualified to lead a group of young people in physical activity. There is normally a charge to attend.
- More information on [Sports Leaders programmes](#) can be found online.
<https://www.sportsleaders.org/qualifications-programmes/tutor-training>
- We will endeavour to promote training that is happening with our network of providers, however if you wish to find out more, please contact Marvyn Joseph
marvyn.joseph@telford.gov.uk

Q: I don't have any specialist arts skills to support the children and young people with a creative offer, what can we do to deliver this activity?

- Creativity incorporates so many things arts & craft; junk modelling, collages, music, singing, building, performance, writing & poetry, exhibitions, dance, photography. All of which are easy to incorporate. Involve the children & young people in this to select a topic and the different activities which you could do. If you would like a more a specialist activity get in touch.
- We would also encourage you to share good practice and learn from other HAEW providers. You will be given the opportunity to meet formally with the other providers at termly project support group meetings and you can also contact each other directly for sharing knowledge and skills.

Q: How can the library service support my project?

- You could take your group to your local library to take part in the Summer Reading Challenge. The challenge is aimed at children aged 4 – 11 years and all they have to do is read six books over two visits. In return the children will receive incentives to complete the challenge including a certificate and a medal upon completion.
- There are also other activities libraries could provide such as crafts, coding and Lego. To enable everyone to have a positive experience at the library they do request that you get in touch ahead of time if you are bringing a larger group (10+ children), so they can ensure that they don't have several groups visiting at the same time.
- If you are interested in using the library service as part of your activity then please email libraryenquiries@telford.gov.uk and mention that you are part of the Holiday Activity & Eat Well scheme.