



## Holiday Playscheme Pilot for Children with Additional Needs

### **Background**

During 2018, a range of stakeholders has been engaged with about holiday provision for children with additional needs. These stakeholders included parents, professionals and providers of existing services.

Feedback collected during the engagement sessions indicated:

- There are gaps in the provision of school holiday activities for children with some additional needs; in particular those children with:
  - Autism Spectrum Disorder Conditions
  - Behaviours that may challenge
  - Profound and Multiple Learning Disabilities without additional medical needs
  - Profound and Multiple Learning Disabilities with additional medical needs (that would necessitate nursing support).
- Some children can access mainstream activities with additional support, but this is not the case for all children.
- There are activities available for some children, but they are not suitable for all to access and may be oversubscribed.
- Some groups of children with additional needs are not able to access anything that is currently on offer.
- Suitable venues and well-trained, experienced staff are important to parents when considering activities for their children.
- Parents want choice from a range of safe, engaging activities that are suitable for their children to take part in.
- Parents are willing to pay or use their Direct Payments to fund holiday activities for their children.
- Parents would like to be able to access activities with their children, or for Personal Assistants to be able to support their children to access activities.

Based on this feedback, it has been decided to pilot holiday provision for children with additional needs. The evaluation of pilot activities will support longer-term planning of provision to meet this need.

The work is to be progressed via an in-year allocation from Families First funding, which is a Welsh Government grant. The expenditure and outcomes reporting relating to this activity must be complete by **28th March 2019**.

### **About the Holiday Provision**

Cardiff Council intends to commission a Provider or Providers to pilot a scheme or schemes during the February half term holiday 2019 (Monday 25<sup>th</sup> February to Friday 1<sup>st</sup> March). The provision must occur during this period.

This holiday provision must meet the needs identified in the stakeholder engagement and offer solutions and opportunities that respond to the points listed in the stakeholder feedback.

The total resource available for this pilot is £4,000; Providers can express interest in delivering pilot holiday provision for any amount up to this value.

Providers may also express an interest in delivering multiple, concurrent pilot activities, up to a total overall value of £4000.

Joint applications are welcomed from organisations intending to deliver the pilot in partnership.

### **Development of Expression of Interest**

It is intended that a shortlist will be compiled from Expressions of Interest received to identify a Provider/ Providers to deliver this pilot.

This document should include the following:

1. Identification of the type(s) of provision that would be available to meet the areas of need- as listed in the Background to this Expression of Interest. This should include type(s) of pilot provision to be offered and the age(s) that will be worked with.
2. Detail regarding the number of places available for children through this playscheme pilot.
3. Evidence of the Provider's experience of working with children with additional needs.
4. Information regarding feasible staffing levels within a playscheme and anticipated skillset within staff cohort.
5. Information regarding identified venue(s) and the available facilities or the steps that the Provider would take in identifying a suitable venue or venues, if this is not yet known.
6. Information regarding the number of days of playscheme pilot to be offered between 25 February and 1 March 2019, and the duration of these sessions.
7. Indication of the types of activity that the Provider would offer through this pilot.
8. Evidence of relevant registration to deliver the playscheme pilot to this group of children.
9. Confirmation of appropriate insurance cover to deliver a playscheme pilot to this group of children, including public and employers' liability cover at an appropriate level to cover all planned activities, any personal care that may be required during the course of the scheme and any potential accidental damage that may occur.
10. Any other relevant information that the Provider wishes to include.
11. A clear quote for the cost of delivering a playscheme pilot as outlined.
12. Anticipated outcomes to be achieved by the pilot.

Please submit this document as a Microsoft Word or PDF file. Please note that this Expression of Interest should be of no more than 1,000 words. A word count will be completed on the submitted document and unfortunately, any information that exceeds the word limit cannot be considered.

The deadline for submission of Expressions of Interest is 17:00 on **Tuesday 15<sup>th</sup> January 2019**. Unfortunately, late submissions cannot be considered. All submissions should be returned electronically to Jen Horton at [jennifer.horton@cardiff.gov.uk](mailto:jennifer.horton@cardiff.gov.uk).

### **Assignment Brief**

The Council is seeking to pilot the provision of playscheme(s) in the February half term holiday (week commencing Monday 25<sup>th</sup> February 2019).

This work must be completed no later than Friday 1<sup>st</sup> March 2019. All expenditure and review of outcomes achieved that are associated with this work should be completed no later than 28 March 2019.

The Council is seeking to allocate a resource to undertake this pilot delivery in line with the scope of works described above, with the following minimum deliverables being required:

- 1.** Submission of Expression of Interest (as detailed in previous section) to Cardiff Council by 17:00 on **Tuesday 15<sup>th</sup> January 2019**.
- 2.** Analysis of need and rationale for intended delivery model(s) for inclusion in Expression(s) of Interest for this provision.
- 3.** Engagement with stakeholders from Social Services in Cardiff to identify children who would benefit from this provision.
- 4.** Identification of appropriate site(s) to offer holiday playscheme provision for children and young people identified.
- 5.** Delivery of a playscheme as detailed in the successful Expression(s) of Interest.
- 6.** Production of a report to provide an evaluation of the scheme **no later than 28<sup>th</sup> March 2019**
- 7.** Production of associated financial reporting on costs incurred, including forecast amounts where expenditure has not been completed, **by 28<sup>th</sup> March 2019**.

### **More Information**

For further information, please contact Jen Horton at [Jennifer.Horton@cardiff.gov.uk](mailto:Jennifer.Horton@cardiff.gov.uk)

If you require any support with the expression of interest, please contact Cardiff Third Sector Council at [enquiries@c3sc.org.uk](mailto:enquiries@c3sc.org.uk) or [sarah.c@c3sc.org.uk](mailto:sarah.c@c3sc.org.uk).