



Department
for Education



WOKINGHAM
BOROUGH COUNCIL

HAF Programme 2023

Wokingham Annual Report

In Wokingham our overall spend on funding for the HAF Programme in 2023 was **£306,730**

The proportion of funding we spent on administration was **£50,183**. The breakdown of our expenses were:

- Management costs
- Reporting, data, monitoring and evaluations
- Managing bookings, communication and marketing
- Forecasting/finance, procurement and commissioning
- Provider contracts/quality assurance
- Managing due diligence, policies, procedures and training
- Strategic steering and development for the HAF Programme

The HAF Programme in Wokingham provided **2141** unique children and young people with the opportunity to access free activities and a healthy meal. A breakdown of the children and young people accessing provisions for each holiday period are:

- Easter - **491**
- Summer - **1052**
- Christmas - **598**

The proportion of primary and secondary aged children and young people who participated in the HAF Programme in Wokingham were:

- Primary - **85%**
- Secondary - **15%**

The number of children and young people with SEND or additional needs who participated in the HAF Programme in Wokingham were:

- SEND Mainstream provisions - **380**
- SEND specialist provisions - **34**
- SEND stay and play/SEND friendly Events - **60**

Information on the families and carers that have engaged with us.

We offered food education, signposting and referrals to families who accessed the Community HAF Events and via email communication to all families who are registered.

- Community Events - **593** families attended our events in 2023
- Adult Learning Courses – signposted to **1714** parent/carers
- Share Wokingham – **1714** signposted to parent/carers
- School uniform and school stationary starter kits – **250** referrals
- Support with clothing, footwear and bedding – signposted to **1714** parent/carers



The Manager represented the HAF Programme on various steering groups, to ensure the HAF Programme is delivered to meet the key priorities and grant guidelines.

Steering groups include:

- Inequalities steering group
- Short breaks steering group
- Hardship Alliance Steering group
- VCS Working Group on Asylum Seekers and Refugees
- Physically Active Communities Action Group
- Domestic Abuse Ambassador working group
- Children's Services Participation Development Steering Group
- No/ Low-Cost Activities Project Group
- Wrap Around Care Steering Group

The HAF Manager reports to key members of the Leadership Team before and after each Programme to gain feedback, guidance and approval.

We worked with the following organisations:

- Storyy Group
- Funtastic Kids
- Get Active
- Core Kids Club
- u-Sport
- Junior Adventures Group
- Beehive
- BA Sport
- Just Play Sports
- In2sports
- Places for People Leisure
- Sport in Mind
- Woodley Lunch Bunch
- The Grub Club Wokingham
- Wokingham Borough Council - SEND provisions
- Adult Learning Team
- Community Engagement Team
- My Journey
- Wokingham Libraries
- Public Health
- Share Wokingham
- First Day's Children Charity
- CAB
- Building for the Future
- Camp Mohawk
- The Cowshed
- Wokingham Waterside Centre
- Wokingham Family Golf
- Reading Rep Theatre
- Roller Kings
- Wokingham Superbowl
- The Cornerstone
- Winnersh Parish Council
- Finchampstead Baptist Church
- Emmanuel Church
- Sir Whippy
- Chameleon Face Painting
- Top Banana Bouncy Castles
- All Saint's Primary School
- Forest Schools
- Make Sense Theatre
- AMA Theatre
- Chaplins Entertainment
- Shooting Star Entertainments
- Caversham Lakes

- Thorpe Park
- Game Warriors Gaming Bus
- Wokingham Sport and Leisure Team
- A Bit of a Do
- Your Support Team



Feedback from participants, their families or carers

“Without the HAF programme, I would struggle to work through the holidays. Sophie’s support through the school holidays to offer activities, that meets my child needs is amazing, we look forward to the holidays now. I would be very isolated without the HAF programme.
Having the SEND provisions have been a god send, I don’t know what we would do without them.....Life saver in the holiday’s”

I have tried multiple holiday clubs with little to no success, I was defeated as every holiday or day my sons were not at school I could not work and thus not earn money, summer holidays were the worst as it would financially cripple me. I tried time and time again, every holiday, for essentially 5 years, and every time it was the same scenario... “your kids are lovely but too busy”, “we cannot cope with their behaviour”, “can you bring one and then the other” and pretty much every other excuse in the book. I had The HAF Manager trying to assure me that I wouldn’t be disappointed again. After the first 3 sessions the boys attended, I literally sat in the car in the carpark waiting for a call, a call that never came. I started to see changes in my boys, changes brought on by the amazing staff and the fact that I started to relax and feel more like a person and less like a raw exposed nerve.

Many messages saying the HAF programme has made such a difference to their children lives and being able to experience different activities, meeting new friends, children are now looking forward to the school holidays, young people getting out of their bedrooms as they have something to look forward to with their peers, “my children being able to share their holiday experience with peers, enjoying a healthy meal and helps me with managing childcare costs”.

The overall message from Christmas 2023 we received from many families was thanking us for offering a panto and Santa experience as many families wouldn’t have the opportunity to take their children to see a pantomime or Santa.

Highlights

- The HAF programme offered over **179,616** hours of engaging activities in 2023.
- Over **44,904** healthy meals to children and young people through the HAF Programme in 2023.
- Introduction of the E-voucher booking system.
- Working with new providers to increase capacity in targeted areas.
- Introduction of our SEND provisions to provide inclusive opportunities to children and young people who require access to specialist provisions.
- Securing funding to offer SEND sessions to access needs, build relationships and signpost to appropriate provisions through the HAF Programme.
- Improving engagement with young people.
- Offering an extensive range of activities.
- Lots of positive feedback.
- Signposting for families.
- Engagement with families.
- Building relationships and trust.
- Partnership working with schools and the voluntary sector.
- Working with neighbouring authorities.
- Enriching children's opportunities.
- Building confidence.
- Promoting positive development and knowledge.
- Maintaining learning levels.
- Establishing routines.
- Offering respite for parents.
- Investment in the local economy.
- Securing funding to provide SEND with after school provisions to build relationships, assess needs to transition into specialist or mainstream HAF activities.



Food

This varied from:

- Outsourced suppliers offering hot or cold lunches
- Providers offering children the opportunity to make or prepare their own meal as part of an activity or education.
- Secondary provider worked with young people to plan menus, budget, prepare and cook their own meals.

- Our SEND provisions prepared their own lunches. This has helped with developing their understanding about healthy foods and the willingness to try different textures and foods.
- Local caterers
- Community groups or charities offering hot or cold lunches.
- BBQs

We found that children and young people are willing to try new foods and enjoyed their meal, when they were involved with preparing their own meal.

Feedback we have had is that some children find the lunches boring, too healthy, child is a picky eater, child will only eat food prepared at home.

To prevent barriers, we have now given children and young people the option to bring their own packed lunch, if this is their preferred choice.

Finding good quality hot food suppliers is an ongoing challenge



Enriching and Physical Activities

We offered a wide range of sporting activities for all age ranges and needs. Each year we send out surveys asking children and young people what activities they enjoyed the most and what activities they would like to see us offering for the future. Activities offered in 2023 included:

- Football
- Cricket
- Archery
- Rounders
- Dodgeball
- Tennis
- Boxercise
- Foot Golf
- Outside play equipment
- Playground Games
- Swimming
- Paddle boarding
- Aqua park
- Kayaking
- Indoor Climbing Centre
- Street dancing

- Circuits
- Table Tennis
- Water balloon relay
- Bowling
- Laser quest
- Roller skating
- Raft building and lots more!

Feedback from providers, professionals and parent/carers has been extremely positive. Through the activities offered and feedback received, we have been able to:

- Breaking down social barriers.
- Increase confidence and self-esteem in children and young people.
- Improve good health and nutritional awareness.
- Improve school attendance.
- Improve behaviour and attitudes to school.
- Prevent childhood hunger.
- Prevent social and emotional isolation.
- Prevent crisis situations from escalating.
- Prevent the need to access statutory services.
- Increase access to activities with peers.
- Increase childhood experiences.
- Improve health and wellbeing.
- Help children and young people learn new skills and gain new interests.
- Increase engagement with those harder to reach.
- Provide signposting to other support services.
- Build relationships to gain trust.
- Offer to wrap around support.



Nutritional Education and the Promotion of Healthy Living/Lifestyles

We worked with our Community Adult Learning Team to promote courses aimed at:

- Reducing Food Waste
- Saving Money
- Healthy Eating Options
- Meal Preparation
- Money Management

The HAF team and providers have worked hard to develop young people's understanding of nutrition, food budgeting and attitudes by offering master chef sessions. In these sessions young people look at healthy ingredients, meal planning, budgeting, preparing and cooking their own lunches.

Primary providers use a range of activities to develop and explore health, wellbeing and nutrition, whilst making it engaging and interactive.

In the SEND provisions this has been a little more challenging due to understanding, sensory and medical needs. We encourage children and young people attending activities to prepare and try new healthy ingredients. We used pictures and crafts to talk about keeping healthy.



Special Educational Needs & Disabilities (SEND)

We offered specialist holiday provisions for SEND children and young people. There was:

- A Holiday Club offering a full range of activities, including therapeutic sensory play, sports, exploring outdoors and much more. Across four days, four hours per day.
- Stay and play sessions offering two four sessions per week.
- A Forestry session for one day for four hours.
- SEND friendly day trips, across the three programmes.
- SEND friendly events, across the three programmes.
- SEND friendly Panto at Christmas.

We have worked with providers to offer places at our mainstream provisions for SEND children and young people who didn't need additional support to access activities or who didn't need specialist provisions.



Challenges

- We struggled to source venues to deliver SEND provisions with the Wokingham Borough.
- Continued struggle to find good quality hot food suppliers, who could deliver meals across the Borough.
- Having enough funding to offer every eligible child or young person in Wokingham with activities.
- Increase in costs for providers, activities, resources and food provisions.
- Costs for transport.
- Costs for children and young people who booked but didn't attend activities.

We have overcome several of these challenges by:

- Securing a venue to deliver the HAF SEND Holiday activities.
- Restricting places and administering bookings manually to provide more children and young people with the opportunity to access activities.
- Increasing activities in our targeted areas to help with reducing the need for transport, this has reduced our transports costs.
- Increasing communication to schools, parents and providers about the costs attached to non-attended activities.
- Updating contract agreements with the below requirements to reduce non-attendance, costs and wasted spaces
 - a. During Easter and Christmas holidays the provider is required to contact the parent/carer in the event of the first non-attended session to understand the reason for non-attendance and to encourage to attend their second session (if applicable)
 - b. In the case of the longer holiday period of summer if a child misses their first two bookings, parents/carers must be contacted to be notified any remainder of their bookings will be cancelled
 - c. The provider must cancel the bookings in the system and notify the HAF team via email
 - d. Providers will only be paid for the first two non-attended sessions per child/young person as it is the responsibility of the provider to cancel any remaining sessions

Marketing and Communication

All marketing of the HAF programme is managed by:

- Emailing communication to all schools, prior to the Programme go live date.
- Schools link up to the HolidayActivity e-voucher system, to ensure all eligible children and young people receive the vouchers to book activities offered through the HAF programme.
- Emailing families who have accessed the HAF programme previously, providing all the information about when the programme is due to go live, what will happen, what activities will be available, how to book, where they can get support and how to contact us.
- We share information on our Holiday, Activities and Food Programme Facebook page.
- Working with our Comm's team to promote the HAF programme.
- Networking Events.
- Making sure our website page is up to date for each programme.
- Sharing videos.

[Holiday, activities, and food programme \(wokingham.gov.uk\)](https://www.wokingham.gov.uk/holiday-activities-and-food-programme)

[Holiday activity and food programme - primary school-aged](#)

[Holiday activity and food - children with SEND](#)

[Holiday activity and food programme - secondary school-aged](#)

<https://www.facebook.com/HAFprogrammeWoky/>

<https://www.facebook.com/profile.php?id=100010701937193>

Additional Resources, Partnerships and Aligning with Other Priorities

We work with local suppliers, charities and groups to

- Obtain additional funding to support families resettling in Wokingham.
- Obtain funding from the Tackling Poverty Fund to support SEND with the afterschool provisions. This has allowed us to build relationships and trust to access the SEND HAF Programme provisions. Where children have not or could not attend previously.
- Sourced discounts from local supermarkets including, Tesco, Morrisons, Aldi, Sainsbury's and Costco.
- Secured discounts from C.A Belcher & Son LTD.
- Received water from Share Wokingham for all our community events in 2023.

Thank you to everyone who worked in partnership and supported us in 2023:

