

# London Borough of Waltham Forest Holiday Activity and Food Programme: Annual Report 2022

Fern Edwards, Waltham Forest HAF Coordinator



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# Waltham Forest Holiday Activity and Food Programme

- Department for Education (DfE) funded programme supporting school aged children (5-16YOs) who are eligible for benefit related free school meals and those from vulnerable families to access holiday activities and hot food.
- Delivered for 2 weeks at Easter, 4 weeks over the Summer and 1 week during Winter holidays
- Delivered by a wide range of schools and commissioned providers throughout the borough



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# Aims & Objectives

Waltham Forest aims to reach as many participants as possible and ensure eligible participants can easily access appropriate, safe, and welcoming provision through an approach that seeks to:

- Ensure value for money and to deliver as many high-quality places as possible within our budget allocation for eligible children and young people – from Reception to Yr11;
- Commission providers to deliver from within wards that have the highest number of children and young people on benefits-related Free School Meals; and
- Meets the diverse range of needs of children and young people in the borough, including Black and Minority Ethnic (BME) communities, those who with English as an additional language and those who have special educational needs and disabilities (SEND)

## Outcomes of programme:

The intended outcomes for children and young people who attend the programme are to:

- eat more healthily over the school holidays
- be more active during the school holidays
- take part in engaging and enriching activities which support the development of resilience, character and wellbeing along with their wider educational attainment
- be safe and not to be socially isolated
- have a greater knowledge of health and nutrition
- be more engaged with school and other local services



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# Waltham Forest HAF 2022 – Highlights



## Reach

- We have increased the number of places available to eligible children and young people at each holiday period resulting in an increase in attendance and reach across the programme.
- From Easter 2021 (delivered during national lockdown) to Easter 2022 there was a 30% increase in places offered
- From Summer 2021 to Summer 2022 there was a 16% increase in places offered
- From Winter 2021 to Winter 2022 there was a 36% increase in places offered

## Quality

- The commitment of DfE funding for a three-year period has provided stability and enabled us to embed the programme within the community and the professionals supporting them.
- The number of providers on our commissioning framework continues to grow every holiday period ensuring that we can provide high quality and diverse range of provision across the borough.
- We have increased the variety of activities that are delivered by our local providers which includes Kayaking, dance, sports, arts and crafts, outdoor adventure and cooking.

## Capacity Building

- We have worked with high proportion local providers, including internal partners such as [The Hive](#), and supported the capacity building of local grassroots sports groups to deliver programme.
- We increased local work opportunities through our commissioning of providers.
- We have supported local catering businesses by enabling our providers to engage local cafes to deliver their food provision.

## Enrichment

- We were able to provide a Winter Pantomime visit for children and families who attended during Winter holiday.
- We offered Winter Wonderland parties for families – providing families the opportunity to attend a Christmas based event together as a family.



# Waltham Forest HAF 2022 - Challenges

## Reach

- The numbers of secondary aged children attending was lower than we would wish due to the challenges we had in engaging local providers who delivered activities for secondary age children.
- The numbers of places available for young people with higher level SEND needs was lower than needed due to lack of local providers able to cost effectively deliver the programme requirements.
- Due to increase in cost of living we are seeing an increase in costs of both provision and food delivery, therefore there is a risk that the number of places that we can offer moving forward within the current budget may reduce.
- We continue to strive to ensure we reach harder to reach families by joining up with schools and LA services such as Early Help, however we continue to seek to improve in this space.

## Quality

- Whilst Waltham Forest has a clear commissioning and quality framework the lack of requirement for organisations delivering holiday provision to sit within the Ofsted childcare framework leads to significant variations in the quality of providers available to commission.

## Local Capacity

- Parents who just miss out on the DfE HAF eligibility criteria have highlighted a lack of affordable holiday childcare that is accessible to them.
- Whilst we use the programme to support the capacity building of smaller grass-roots organisations, the commissioning processes can be a barrier.



# Funding

- DfE HAF Budget allocation for Apr '22 – Mar '23 = £1,068,430
- Additional funding allocation from DfE Nov 2022 = £52,400
- Total Allocation Apr '22-Mar '23 = £1,120,830
- The budget was spent as follows:

	Easter	Summer	Winter	Total
Spend	£274,314	£669,759	£176,757	£1,120,830
Administration Costs*	£17,807	£44,518	£38,690	£101,015

\*administration costs included in the full spend

- The DfE HAF funding guidance allows for up to 10% of the allocations to be used to cover administration costs. In Waltham Forest 9% of total cost was used for administration costs. The £101,015 was used to cover the salaries of 2 members of staff: the Education Enrichment Project Manager (HAF coordinator) and a HAF Project Officer.



# Steering Group

- For the past 2 years the DfE HAF Programme has sat within the Waltham Forest Youth Programme steering group, which is made up with LA officers from the following services:
  - Early Help and Prevention
  - Strategic Commissioning
  - Youth Services
  - Corporate Communications
  - Safeguarding
  - SEND service
- As part of our internal evaluation of the programme, we are currently reviewing the governance of the HAF programme to ensure it compliments wider developments in youth provision within Waltham Forest.
- The proposal is that from September 2023 the HAF programme will report into the 'Children and Young People Enrichment Steering Group', which will be led by the HAF team. This steering group will include membership from the following LA teams: SEND & Short breaks, Youth Hubs, Community Safety, Early Years and Childcare, Corporate Communications and will also have representation from schools and other external providers.



# Commissioning & Grant Process



## Dynamic Vehicle Process – Commissioning of PVI sector

- Waltham Forest operate an open commissioning process via a dynamic purchasing vehicle (DPV).
- The DPV allows for the commissioning process to be open throughout the delivery of the programme to ensure continuous growth of the programme.
- This commissioning process ensures that Waltham Forest can offer a high quality and value for money programme.
- Successful commissioned providers are held on a framework and are invited to apply for each delivery period outlining their proposed programme and budget.
- By the end of 2022, Waltham Forest had 22 commissioned providers on the DPV framework.

## School Grants

- Primary, Secondary and Special schools are invited to apply for school grants to enable them to deliver school-based holiday clubs
- Schools can apply for grant funding of a maximum of **£150 per week** per funded place (or **£200 per week** per funded place for special schools) to cover the full cost of delivery for a place.
- Schools can work in partnership with each other to support their delivery of the programme.
- Grants are provided to successful schools who demonstrate via the application process that they can meet the following requirements:
  - Schools must be registered with the government tax free childcare school and to accept childcare vouchers to enable them to offer additional 'paid for places' to families that do not meet the DFE HAF criteria.
  - Schools must meet the grant criteria of the DfE Holiday Activity and Food (HAF) Programme

**A list of providers and schools commissioned in 2022 can be found in Appendix A**



# Reach 2022



- Appendix B provides maps showing where in the borough provision that was delivered across each of the holiday periods.
- Unique children\* reached during HAF delivery 2022:

## Primary:

	Easter	Summer	Winter
Primary	855	1802	912
SEND	104	133	91
Total	959	1935	1003

## Secondary:

	Easter	Summer	Winter
Secondary	309	501	227
SEND	14	74	45
Total	323	575	272

## Total Across all age groups:

	Easter	Summer	Winter
Total	1282	2510	1275

**\*Please note:** for DfE reporting purposes 'unique children' means children are counted once however many times they attend the holiday provision. For example, child A could attend for 10 days across 2 different providers but will only be counted as 1 unique child.

# Marketing of the HAF Programme



Throughout 2022 delivery the Waltham Forest Holiday Activity and Food Programme was marketed via the following channels:

- Letter sent to every eligible family home address using data provided by Waltham Forest revenues and benefits team to provide an eligibility code and HAF flyer with booking details
- Copy of letter / flyer sent to school to share with eligible families
- Own Waltham Forest website – [www.walthamforest.gov.uk/holidays](http://www.walthamforest.gov.uk/holidays)
- Copy of Flyers are distributed to all Children and Families Hub to share with families.
- Features in parents focused newsletters sent out via Waltham Forest comms team
- Advert placed in Waltham Forest Newspaper (free newspaper delivered to every home in Waltham Forest)
- HAF Flyers delivered to all local libraries
- Facebook posts on local parent Facebook groups to advertise the programme
- Good news stories published across Waltham Forest e-newsletters for both residents and internal and external stakeholders
- Banners distributed across 34 sites in borough to advertise programme and QR for direct booking
- Flyer and website sent to Waltham Forest internal teams (Social Service, Early Help, Virtual Schools, Youth Services)
- Information sent out to councillors via email highlighting programme to be shared with their residents
- Email sent to all parents who have attended the provision in the past to highlight that the programme is open and ready to book

Marketing carried out by providers included:

- Own flyers printed and distributed via schools and families in local area
- Speaking to local families to raise awareness and support in booking in local community close to location of provision
- Attending school assemblies to speak about programme
- Email sent directly to parents who have previously booked
- Provider banners used outside venues
- Social Media own social media platforms to advertise and used during to celebrate success

**For examples of marketing materials please see Appendix B**



# Food



- Children who attended the provision across Waltham Forest were provided with at least one meal a day.
- All food provided met school food standards
- Food was provided by several sources:
  - Waltham Forest School Catering Services
  - Local Businesses
  - Onsite catering delivery by commissioned providers
- Food provision was organised by commissioned providers, with additional support provided by the LA to set up partnerships where necessary
- Most providers offered a hot lunch with a snack offered during the day
- Children received a wide range of food offerings each week with changing menus throughout delivery
- Food was well received by children, for examples of menus used by providers please see appendix C



*"Food was really good as kids couldn't wait for lunch, they were constantly asking for the menu and some parents said that 'Our food made them look like a bad cook as kids constantly spoke about the quality of our meals'. Kids had more one meal as they kept coming back for more." – Feedback from WO Sports*



# Enriching Activities

- The commissioning process ensured all providers could demonstrate they could deliver a variety of enrichment activities that encouraged development of skills.
- Waltham Forest carry out quality assurance visits to ensure that the providers are delivering a wide range of activities and that children are engaged and enjoying the activities that are provided
- In the 2022 WF HAF programme, commissioned providers and schools offered a wide range of enrichment activities which included:

Photography  
Journaling  
Pond Dipping  
Farm Visits  
Lego Workshops  
Gardening  
Shelter Building  
Singing workshops  
Treasure Hunts  
Sewing and Knitting workshops  
Junk Percussion Workshops  
Animal visits  
Cooking Class  
African Drumming and Dance  
Drawing & Animation Workshops  
Arts and Craft  
Map Skills  
Seed Planting  
Science experiments  
Creative Writing  
Film making  
Balloon Modelling

*'Project Zero' deliver a programme across the holiday time that trains and supports young people who have previously attended to become young people champions who then support the future provision as young leaders. This has seen many young people grow in confidence and provide them with life skills.*



*'Anytime Childcare' run a young leaders programme for the older children who attend the provision, ensuring that they play an active role in the sessions and increases their confidence across the holidays. The provider has reported that this approach also increases retention across this age group.*



# Children and Families Feedback

"My children thoroughly enjoyed holiday club, they loved the activities, the staff were fantastic with them and they cannot wait till the next school holidays. I am always impressed with the range of activities on offer and the organising which enables them to take place. Well done to all the staff that participate and ensure everything runs smoothly and to schedule. It's not easy so I am impressed and grateful these type of schemes are on offer for families." - Gemma Clarke, parent



"I really liked cooking the Thai food as I have never had Thai food before. My mum and brother said that the pad thai was the best meal I cooked." - Wiktor - young person



"Had a great time change who I'm into a social person." Samuel - Young Person.

"I learned that Be kind and others will be kind" , Yigit (10)



"I can make friends and become a professional" - Tomas (age 10).

# Physical Activities



*A young person who attended Wimbledon Experience Tennis camp, with no previous tennis experience, enjoyed the experience that they decided to carry on following the programme and has now gone for trials.*

*Through participating in a football camp that was run by WO sports, one young person was supported and attend football trials at West Ham Football Club*

*Through the programme we have seen an increase in membership and participation to the local sports club when the programme is not running which includes the local kayaking and canoeing clubs*

*One provider fed back that 'We wanted to provide a number activities that children might not have the opportunity to experience. One of these was new age curling. Some children had watched this during the Winter Olympics. It was great to see children taking part in a new sport such as new age curling, whilst learning a new sport'*

- Through the commissioning process all providers demonstrate the range of physical activities that they will offer during the delivery and how they are inclusive.
- Waltham Forest carry our quality assurance visits to ensure that the minimum of 30 mins physical activity is being met each day and that they were inclusive to all
- Throughout 2022/23, Waltham Forest ensured that we offered a wide range of physical activities for children to participate in which included:
  - Kayaking and Canoeing
  - Curling
  - Football
  - Dodgeball
  - Dance
  - Cricket
  - Beach Volleyball
  - Hockey
  - Handball
  - American Football
  - Bushcraft – which includes forest walks and outdoor movement in the forest
  - Cheerleading
  - Tennis

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# Children and Families Feedback

"Amazing, incredible, nice, fun, enjoyable, excited, happy, the best, magnificent"  
Young Person



"I learned that I can be ok being out of my comfort zone", Shaedon (10).



"That it's good to play other things, not just do football" Taylor (age 8)



"I really enjoyed going to the holiday camp. I was taught some new sports like badminton and curling. It was fun!! I was a bit scared at first as I did not know any one but I made new friends in the end!! The coaches were very nice" Niyah (Year 6)



# Nutritional Education and Promotion of Healthy Living / lifestyles



- Providers worked with parents, carers and other family members in training and advice sessions through different channels which included:
  - Family booklets with healthy lifestyle information, advice and guidance
  - Healthy food workshops – cooking tips, shopping on a budget, making healthy choices
  - Healthy recipe cards shared with families
  - NHS Healthier families leaflet shared with families
  - Adult cookery lessons offered
  - Weekly cook magazine created – provided culturally diverse and nutritional meals on a budget and to[s] on how to make food last longer and money saving alternatives
  - Nutrition Quiz
  - Presentations shared with parents, carers and other family members on healthy living
  - Information sessions held for parents - This included understanding the major food groups, what a balanced diet looks like and the impact of sugar over consumption on diet; lifestyle, weight and general health and providing healthy eating guides for pupils
  - Created a platform where parents can share healthy eating tips with each other.
  - Engaged with parents, carers and family members asking them the following questions
    - How you get your children to eat the healthy foods you cook?
    - How you organise your healthy weekly menu and save?
    - How you encourage your children to eat healthy snacks after school?
    - How you encourage your children to eat fruits, veg and lots of water?
  - Additional meals were provided to families at the end of the day at one provision

*"Children commented that they enjoy making the fruit milk shakes as this was new for some children."  
Provider feedback*

# Nutritional Education and Promotion of Healthy Living / lifestyles



- Across the delivery of the programme providers reported the following:
  - At Making it Mindful cooking workshops, children learnt about vitamins and nutrients that are needed for a healthy diet. They learnt how to use a knife correctly to cut and prepare vegetables. Children also learnt how to use a blender and a wok and make their own pizzas, curries and burgers. Feedback from children attending is that they enjoyed trying new foods.
  - At Active London children created a human body in which discussions followed around the different food groups that should be consumed and what is meant by the term 'balanced diet'. Children were made aware of the energy balance equation over lunch with key 'thinking questions' which were discussed with their peers whilst eating. The practical activities had elements of leadership where pupils were faced with different scenarios which involved problem solving to overcome the presented issue. 100% of the pupil feedback said they had fun and enjoyed their time at the provision.
  - Provider reported that by undertaking activities which involved preparing food and undertaking fun activities with fruit and vegetables, children are more willing to try and eat different fruits and vegetables.
  - Using fun games to demonstrate healthy advice was a great way to teach the children new facts. Children at the holiday club did not realise the amount of sugar within everyday products.
  - Providing young people the opportunity to help out with cooking the meal in the kitchen and those that were able to help out in the kitchen often wanted to continue this multiple times throughout the day and week. They were excited to take the new skills they had learnt home.

*"I didn't know all the names of the fruits. The fruit I made was really nice I want to do it at home."*

*"Children are more open to trying foods. knowing what is good for them and what they should have as a treat rather than all the time. They loved learning all the food groups and fruit games making it more fun to eat their fruit during the day"*  
Provider feedback

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# SEND



- Providers who are commissioned are asked to demonstrate that the programme they offer is fully inclusive
- Providers during Easter, Summer and Winter support children and young people with SEND via direct booking from parents and also via referrals from professionals within the borough

## Examples of SEND Provision:

- Active London offered sensory provision as part of their wider holiday club during Summer 2022 to up to 10 children during summer. The provision was on the same site at their main holiday club but the space allowed children who needed 1:1 support and smaller spaces an area which they can enjoy.
- Leaside who offer kayaking working with young people with SEND in supporting them access the kayaking programme. The staff work well with children with SEND and adapt the programme to meet the needs of the young people.
- Schools offer children with SEND places on their school programme and as the children attend the school the children know the space as it is familiar so has great benefits to the young person as well as the family.
- Project Zero who are a youth provider offering a wide range of inclusive activities offer 1:1 mentoring for young people with SEND. They also work closely with any professionals that may also be working with the young person and their services are able to continue working with the young person even after the provision, offering transition programmes, after school activities and training to become a youth champion

# Signposting and Referrals



- Commissioned providers were provided with an Early Help booklet which outlined key services on offer across Waltham Forest
- Waltham Forest supported key internal and external stakeholders in joining up the offer they have for families with providers who can promote to families attending the provision. For example, during Summer 2022, Waltham Forest arranged for the dental team to attend key HAF programmes to speak to families about dental health.
- **Which services did you sign post? Feedback from providers on referrals during 2022 delivery**
  - Early Help and Intervention
  - Children and Family Centres
  - Housing
  - Job Centre Plus
  - SEND team – Short Breaks services
  - Social Services
  - Local food banks – supported families in attending food banks
  - Healthy Eating Workshops via Brezee Bodies
  - Citizens Advice
  - Change4Life website

# Children & Families Feedback

“He’s never stayed in a club in School without tantrums, but he’s been amazing and really enjoying it.” Parent



“When she’s on the street I don’t know what she’s doing or where she is, when she comes back from here (Project zero), she can at least tell me things about her day. I’m surprised but it’s good for her I’m happy” Parent



“School holidays can be a difficult time for some parents and families in Waltham Forest, especially during this period with rising costs some parents are forced to use food banks. I really hope they keep running free summer, holiday programmes and food for our children.” Parent



“My son enjoyed the programme thoroughly and lost 3 kgs, which is brilliant. Thank you to your coaches for organising a much needed programme.” Parent

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# Waltham Forest HAF Programme 2023/24



The following outlines the proposed HAF programme which has / will be delivered across Waltham Forest in 2023:

- **Easter**

- Delivery 03.04.23-14.04.23
- Predicted reach – 900 places per day to be each day with children limited to 4 sessions during the 8 days delivery to increase reach
- Work with 21 commissioned providers to deliver across the borough to provide a wide range of provision
- Working with 3 primary schools, 1 secondary and 1 special schools to provide school grants to delivery school-based programme

- **Summer**

- Delivery 24.07.23 – 18.08.23
- Predicted reach – 1000 places will be provided each day with children limited to 10 sessions during the 4 weeks provisions to increase reach
- Work with 20 providers delivering across the borough to provide a wide range of provision
- Working with 5 primary schools to provide school grants to deliver school-based programme

- **Winter**

- Delivery 2.01.24 – 5.01.24
- Predicted Reach – 800 places per day over 4 days
- Work with new Lea Valley stat of the art ice rink to offer new programme
- Engage with providers to ensure they offer winter-based programme
- Offer Winter Wonderland parties across borough



# Recommendations for 2023/24

Following our internal evaluation of our programme, we have highlighted the following recommendations to enable us to continue to develop and improve our local delivery of the WF HAF programme to meet the needs of our residents:

- Update the steering group to become the 'Children and Young People Enrichment Steering Group' led by the HAF team, in order to continue improvements across the programme and links to wider local developments within Youth provision in Waltham Forest
- Commission a new booking system which allows us to meet the requirements of the programme, improve the service to families and enable improved analysis of attendance data
- Implement a local directory to allow families to access information on all holiday provision on offer across Waltham Forest, including provision that falls outside of the HAF programme.
- Implement an updated communication plan to increase social media presence across Waltham Forest - pre, post and during delivery
- Continue to bring on new providers, especially across the youth provision sector aimed for children aged 11-16
- Facilitate training opportunities across all WF HAF providers with the aim of increasing SEND capacity across the provision
- Continue to work with providers to encourage them to increase their offer of paid for places in order to meet the needs of local families who do not meet the HAF programme criteria

# Families Feedback

"Hello lovely Active London Staff! :) We are so thankful for your hard work and for how happy you made my son every single day in the holiday club! :) He came home with a big smile, full of experiences and joy. His favourite activity was painting and he particularly loved that there was a lot of music around. He was so proud of himself when he was "the star of the day", it boosted his confidence a lot. From my point of view, thank you for being organised and smiley at drop off and pick up times, your happiness and passion for children made our day. You are all amazing and we definitely will sign up for the upcoming clubs! :)" Parent



"Thank you so so so much for the wonderful workshops, full of great great recipes & new skills, but also love, encouragement & care. Very very much appreciated."  
Parent



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# APPENDIX A - Commissioned Providers List Delivery Date 2022



Name	Main Contact	Address	Nature of Provision	Age Range	Delivery Dates		
					Easter	Summer	Winter
<b>Ackee Tree Limited</b>		2c Chobham Road, Stratford, London, E15 1LU	Childcare Provider	5-16			
<b>Active London</b>	Jodie O'Rourke	Brunswick Park Primary and Nursery, Osidge Lane, N14 5DU	Holiday Clubs / Afters School Provider	5-16	X	X	X
<b>AnytimeChildcare</b>	Franklin Daniel	25 Connop Rd, Enfield, EN3 5FB	Childcare Provider	5-16			X
<b>I have a gift</b>	Lionel Morgan		Charity – Sports Provider	11-16		X	
<b>Leyton Orient</b>	Neil Taylor	The Score Centre	Sports Club	8-16	X	X	X
<b>Making it Mindful</b>	Milli Walker	Newkey, Hastingwood Road, Hastingwood, CM17 9JW	Holiday Activity Provider	8-16	X	X	X
<b>Malearn Limited</b>	Martina Mullings	Jhumat House, 160 London Road, IG11 8BB	Childcare Provider	5-16		X	
<b>Omega Sportz</b>	Leonard Idowu	Flat 16 Churchill Court, Rushgrove Street, SE18 5DN	Sports Club	5-16		X	X
<b>Our Parks</b>			Sports Club	5-16		X	X

# APPENDIX A - Commissioned Providers List Delivery Date 2022



Name	Main Contact	Address	Nature of Provision	Age Range	Delivery Dates		
					Easter	Summer	Winter
<b>Project Zero</b>	Stephen Barnabis	The Outset Centre, Community Youth Hub, 2a Grange Road, E17 8AH	Voluntary Sector Youth Service	8-16	X	X	X
<b>Shine Clubs</b>	Tony Charles	The Retreat, 406 Roding Lane South, Woodford Green, IG8 8EY	Private Childcare Provider	5-16	X	X	
<b>Super Star Sports</b>	Billy Densham	Ambition Business Centre, Pindar Road, EN11 0FJ	Private Holiday Club Provider	5-14		X	X
<b>Teach in 10</b>	Mofiyin Onanuga	214 Norbury Crescent, SW16 4JY	Private Holiday Club Provider	5-16		X	
<b>The Hive</b>	Ana Gordon	Church Road, High Beach, Loughton, Essex, IG10 4AJ	Outdoor Learning Service – Waltham Forest run	8-16	X	X	
<b>The Mentoring Lab</b>	Elaine Thomas	Mainyard Studios, 280 Mare Street, Hackney, E8 1HE	Community Interest Company	8-16		X	
<b>The Wright Education</b>	Sandra Wright	41 Tylney Road, London, E7 0LS	Private Company – Extended hours childcare provider	5-16		X	X
<b>Wimbledon Experience</b>	Helen Crook	70 Wharf Road, Brentwood, CM14 4LQ	Private Provider – Sports Provider	8-16		X	
<b>Waltham Forest Sports Development</b>	Dean Roberts	Waltham Forest Town Hall, Forest Road, E17 4JF	own	5-16	X	X	X

# APPENDIX A continued - Commissioned Providers List Delivery Date 2022



Name	Main Contact	Address	Nature of Provision	Age Range	Delivery Dates		
					Easter	Summer	Winter
Wise Youth Trust	Leon Osahan	10 Miverva Street, London, E2 9EH	Voluntary Sector Organisation	8-16		x	
WO Sports	Wale Ojelabi	52 Tavistock Road, London, E18 2AP	Private Provider - Sports Club	5-16		X	
X7eaven	Sam Francis	8 Harold Road, Chingford E4 9SN	Private Provider	8-16		X	
YMCA	Kristina Lastoweckyi	642 Forest Road, E17 3EF	Voluntary Sector Organisation	11-16		x	

# Appendix A continued - School Programmes 2022



Name	Address	Age Range	Delivery Dates		
			Easter	Summer	Winter
<b>Mission Grove Primary School</b>	Buxton Road, Walthamstow, E17 7EJ	5-11	X	X	
<b>Stoneydown Primary School</b>	Pretoria Avenue, London, E17 6JY	5-11	X	X	
<b>Downsell Primary School</b>	Downsell Road, E15 2BS	5-11	X	X	X
<b>George Tomlinson Primary School</b>	Harrington Rd, Bushwood, E11 4QN	5-11		X	
<b>Mayville Primary School</b>	79 Lincoln St, E11 4PZ	5-11		X	
<b>Handsworth Primary School</b>	32 Handsworth Avenue, Highams Park, E4 9PJ	5-11		X	
<b>Walthamstow Academy</b>	144 Billet Rd, E17 5DP	11-16	X	X	
<b>Belmont Park School</b>	101 Leyton Green Road , E10 6DB	11-16	X	X	
<b>Norlington School &amp; 6<sup>th</sup> Form</b>	Norlington Road, Leyton, E10 6JZ	11-16			X

# Appendix B: Marketing Material used 2022



## Easter Holiday Fun

**WALTHAM FOREST ACTIVITY PROGRAMME - FAMILY SESSIONS**

THIS EASTER WE HAVE A WIDE RANGE OF FREE EXCITING ACTIVITIES FOR CHILDREN AGED 5-11 FOR YOU TO ENJOY DURING THE EASTER HOLIDAYS. THE SESSIONS WILL PROVIDE YOU OPPORTUNITIES TO TRY NEW ACTIVITIES, LEARN NEW SKILLS, HAVE FUN, MAKE FRIENDS.

All sessions are led by Waltham Forest Play Workers, with specialist workshops provided by professionals from a variety of local organisations.

Children aged 5-7 must be accompanied by an adult throughout the sessions. Children aged 8-11 may attend the session independently, however a parent, guardian or carer must attend the first session to complete the relevant paperwork.

Family sessions are limited to 60 children per session and will be offered on a first-come first-served basis.

SESSIONS TAKE PLACE  
**4TH APRIL - 14TH APRIL**  
AT THE FOLLOWING SITES

- HENRY MAYNARD PRIMARY SCHOOL, ADDISON ROAD, E17 9LT 10AM - 12:30PM
- GEORGE TOMLINSON PRIMARY SCHOOL, HARRINGTON ROAD, E11 4QN 10AM - 12:30PM
- ST MARY'S CATHOLIC PRIMARY SCHOOL, STATION ROAD, E4 7BJ 10AM - 12:30PM
- NEWPORT SCHOOL, NEWPORT ROAD, E10 6PJ 1:30PM - 4PM

TO FIND OUT MORE INFORMATION ABOUT THE SESSIONS PLEASE VISIT [WALTHAMFOREST.GOV.UK/HOLIDAYS](http://WALTHAMFOREST.GOV.UK/HOLIDAYS)

## WALTHAM FOREST HOLIDAY ACTIVITY AND FOOD PROGRAMME

# SUMMER OF FUN 2022

ALL ACTIVITIES WILL TAKE PLACE BETWEEN 25TH JULY - 19TH AUGUST 2022

To book your place and find out more scan here:

or visit [WALTHAMFOREST.GOV.UK/HOLIDAYS](http://WALTHAMFOREST.GOV.UK/HOLIDAYS)

**BOOKING IS ESSENTIAL** on all activities so book early to avoid disappointment

For queries please contact the Waltham Forest Holiday Activity Programme team on: [WFHOLIDAYACTIVITYPROGRAMME@WALTHAMFOREST.GOV.UK](mailto:WFHOLIDAYACTIVITYPROGRAMME@WALTHAMFOREST.GOV.UK) / 020 8496 4720

ARE YOU AGED BETWEEN 5-16 AND IN RECEIPT OF BENEFIT RELATED FREE SCHOOL MEALS?  
DO YOU LIVE OR GO TO SCHOOL IN WALTHAM FOREST?

This Summer we have a wide range of free exciting activities across the borough for you to enjoy during the summer holidays.

The sessions will provide you opportunities to try new activities, learn new skills, have fun, make friends and enjoy a free meal every day.

## WALTHAM FOREST HOLIDAY ACTIVITY AND FOOD PROGRAMME

# SUMMER OF FUN 2022

THIS SUMMER WE HAVE A WIDE RANGE OF FREE EXCITING ACTIVITIES ACROSS THE BOROUGH FOR FAMILIES, CHILDREN AND YOUNG PEOPLE TO ENJOY DURING THE SUMMER HOLIDAYS

ALL ACTIVITIES WILL TAKE PLACE BETWEEN 25TH JULY - 19TH AUGUST 2022.

TO FIND OUT MORE SCAN HERE: QR CODE

OR VISIT [WALTHAMFOREST.GOV.UK/HOLIDAYS](http://WALTHAMFOREST.GOV.UK/HOLIDAYS)

## WALTHAM FOREST HOLIDAY ACTIVITY AND FOOD PROGRAMME

# WINTER HOLIDAY FUN

ARE YOU AGED BETWEEN 5-16 AND IN RECEIPT OF BENEFIT RELATED FREE SCHOOL MEALS?  
DO YOU LIVE OR GO TO SCHOOL IN WALTHAM FOREST?

All activities will take place between **MONDAY 19TH DECEMBER - FRIDAY 23RD DECEMBER 2022**

This Winter we have a wide range of free exciting activities across the borough for you to enjoy during the winter holidays. The sessions will provide you opportunities to try new activities, learn new skills, have fun, make friends and enjoy a free meal every day.

To book your place and find out more - scan here or visit: [WALTHAMFOREST.GOV.UK/HOLIDAYS](http://WALTHAMFOREST.GOV.UK/HOLIDAYS)

Booking is essential on all activities so book early to avoid disappointment.

For queries please contact the Waltham Forest Holiday Activity Programme team on: [WFHOLIDAYACTIVITYPROGRAMME@WALTHAMFOREST.GOV.UK](mailto:WFHOLIDAYACTIVITYPROGRAMME@WALTHAMFOREST.GOV.UK) OR CALL: 0208 496 4720

# Appendix B continued: Examples of providers marketing



**sportworks**

**WALTHAM FOREST  
SEND  
HAF PROGRAMME**

- play games
- make friends
- inclusive
- have fun

TUES 11TH - FRIDAY 14TH APRIL 10 - 3PM

**FREE**

@ BUXTON SCHOOL  
234 CANN HALL ROAD, LONDON, E11 3NN

Holiday Activities & Food Programme for children and young people in receipt of benefits related free school meals.

For more information contact Ernest.Ako@sportworksltd.co.uk or to book your child's place at bookwhen.com/sportworkslondon

**YMCA**  
MON 03 - THURS 06 APRIL  
**BASKETBALL  
EASTER CAMP**

IF YOU ARE ELIGIBLE FOR FREE SCHOOL MEALS,  
BOOK YOUR PLACE THROUGH THE COUNCILS WEBSITE :  
[HTTPS://LONDONBOROUGHOFWALTHAMFOREST.COORDINATE.CLOUD/](https://londonboroughofwalthamforest.coordinate.cloud/)  
YOU WILL RECIEVE A CODE TO CONFIRM YOUR BOOKING

**10AM - 3PM** **11 - 16 TEENS**

BALL SKILLS, TRAIN WITH A COACH,  
LUNCH + REFRESHMENTS

TO ENQUIRE EMAIL :  
PIARAKHATUN@YMCASPG.ORG

YMCA,  
Walthamstow  
642 Forest Rd,  
E17 3EF

**EASTER HALF TERM  
FOOTBALL CAMP**

**WO SPORTS** *Feel Good* **PROUD FOR ALL**

Monday 3rd April 2023 - Thursday 6th April 2023  
Tuesday 11th April 2023 - Friday 14th April 2023

Ages: 3-15 year olds

3-5 years	5-10 years	11-15 years
Beginners 10am-3pm £10 daily	Player Development 10am-3pm £20 daily	Player Progression 10am-3pm £20 daily

Our courses cater for both boys and girls of all abilities. WO Sports staff bring a wealth of knowledge and professionalism to our course. WO Sports introduces children to a game based learning approach.

TO BOOK OR FOR MORE INFORMATION  
Call: 02032873616 | Visit: [www.wo-sports.co.uk](http://www.wo-sports.co.uk) | Email: [info@wo-sports.co.uk](mailto:info@wo-sports.co.uk)

Venue: Salisbury Hall Playing Fields, Walthamstow Road, Chingford, E4 8SN

# Appendix C: Food – examples of menus

**Nourish**  
contract catering

## WEEKLY MENU

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>WEEK 1</b>	Spaghetti Vegetable Bolognese Shepherd's Pie Jacket Potato with a Choice of Toppings Sweetcorn Peppers Rice Pudding Mr Nourish Biscuit Fruit Pots	Chicken Curry Herby Tomato Pasta Twists Jacket Potato with a Choice of Toppings Rice Seasonal Vegetables Apple Crumble Mr Nourish Biscuit Fruit Pots	Mixed Beef & Mushroom Stalling Boston Baked Turkey, Parsnips, Skins Jacket Potato with a Choice of Toppings Mashed Potatoes, Peas Baked Sweetcorn Mushroom Biscuits Mr Nourish Biscuit Fruit Pots, Yoghurt	Meatball Wrap Cheese Fingers Jacket Potato with a Choice of Toppings Baked Wedges Sliced Carrots Green Beans Chocolate Swirls Fruit Pots Yoghurt	Fish Cakes - Cod or Salmon Cod or Salmon No Meat Burger in a Bun Jacket Potato with a Choice of Toppings Chips, Baked Beans Peas, Cucumber Sticks Ginger Biscuits Fruit Pots Yoghurt
<b>WEEK 2</b>	Mashed Potato Rice & Green Banties Jacket Potato with a Choice of Toppings Baked Wedges Seasonal Vegetables Ice Cream Mr Nourish Biscuit Fruit Pots	Sticky Chicken Stir Fry Prawn Stir-fry Jacket Potato with a Choice of Toppings Mashed Potatoes, Carrots Green Beans Chocolate Orange Pot Mr Nourish Biscuit Fruit Pots	Roast Pork & Gravy No Meat Mince Puff Jacket Potato with a Choice of Toppings Blastic Roast Potatoes Cabbage, Sweetcorn Fruit Jelly Mr Nourish Biscuit Fruit Pots, Yoghurt	Mild Mexican Chili Cheese & Spring Onion Pasta Bowls Jacket Potato with a Choice of Toppings Rice, Cauliflower Carrots Strawberry Shortbread Fruit Pots Yoghurt	Fish Fingers Margherita Pizza Jacket Potato with a Choice of Toppings Chips, Baked Beans Peas, Colewort Crispy Bony Bon Fruit Pots, Yoghurt



**Holiday Club Menu Example**

	Monday	Tuesday	Wednesday	Thursday
Option 1	Chicken & Sweetcorn Meatballs in Tomato Sauce with Penne Pasta	Lamb Kheema Matar with Steamed Rice	Roast Chicken Breast served with Roast Potatoes, Yorkshire Pudding and Gravy	Traditional Margherita Pizza
Option 2	Oven Baked Quorn Sausage with Creamy Potato Mash & Gravy	Classic Macaroni and Cheese with Homemade Garlic Bread	Roasted Veggie Strips with Roast Potatoes, Yorkshire Pudding and Gravy	Pasta All' Pomodoro Penne Pasta in a Basil infused Tomato Sauce
Alternative Option 1	Oven Baked Jacket Potato with a Choice of Fillings	Oven Baked Jacket Potato with a Choice of Fillings	Oven Baked Jacket Potato with a Choice of Fillings	Oven Baked Jacket Potato with a Choice of Fillings
Vegetables	Sweetcorn & Broccoli Florets	Garden Peas & Cauliflower Florets	Carrots & Steamed Green Beans	Vegetable Medley & Sweetcorn
Dessert of the Day	Seasonal Fresh Fruit	Seasonal Fresh Fruit	Seasonal Fresh Fruit	Seasonal Fresh Fruit
Dates				

**SUPER STAR SPORT**

### SUMMER ACTIVITY CAMP

## VEGAN MENU

**Monday**

- Vegan sausage roll
- Fruit salad
- Vegetable sticks & a vegan minty dip
- Potato salad

**Tuesday**

- Shredded vegan coleslaw in pitta with hummus
- Vegan cookie
- Banana

**Wednesday**

- Pasta salad (bell pepper, red onions & sweet gherkins)
- Fruit salad
- Vegan yoghurt

**Thursday**

- Black bean salad with new potatoes with a vegan salad dressing
- Vegan yoghurt
- Fruit salad

**Friday**

- Vegan crispy "chicken" wrap with salad & vegan mayo
- Raisin box
- Vegan cookie

*Making sure children are fit, active, healthy & smiling!*

**To book visit:** [www.superstarsport.co.uk](http://www.superstarsport.co.uk)

ONE CHECKED

SCAN HERE TO BOOK!

**SUPER STAR SPORT**

### SUMMER ACTIVITY CAMP

## STANDARD MENU

**Monday**

- Egg mayo sandwich, brown bread
- Fruit salad
- Homemade oaty flapjack (no nuts)

**Tuesday**

- Margherita pizza slices
- Vegetable sticks with hummus
- Chocolate chip cookie

**Wednesday**

- Tuna & cheese pasta salad
- Fruit salad
- Raisin & oat cookie

**Thursday**

- Crackers with cheese slices, sliced tomatoes & sweet pickle
- Fruit salad
- Oat muffin

**Friday**

- Chicken & shredded veggie wrap with mayo
- Fruit salad
- Banana loaf slice

*Making sure children are fit, active, healthy & smiling!*

**To book visit:** [www.superstarsport.co.uk](http://www.superstarsport.co.uk)

ONE CHECKED

SCAN HERE TO BOOK!

**SUPER STAR SPORT**

### SUMMER ACTIVITY CAMP

## VEGETARIAN MENU

**Monday**

- Egg mayo sandwich, brown bread
- Fruit salad
- Homemade oaty flapjack (no nuts)

**Tuesday**

- Margherita pizza slices
- Vegetable sticks with hummus
- Chocolate chip cookie

**Wednesday**

- Pasta salad (bell peppers, red onions & sweet gherkins)
- Fruit salad
- Cinnamon & raisin cookie

**Thursday**

- Feta cheese salad with sliced pitta bread & tzatziki dip
- Oat & fruit muffin
- Banana

**Friday**

- Shredded veggie wrap with hummus & tomato
- Fruit salad
- Banana loaf slice

*Making sure children are fit, active, healthy & smiling!*

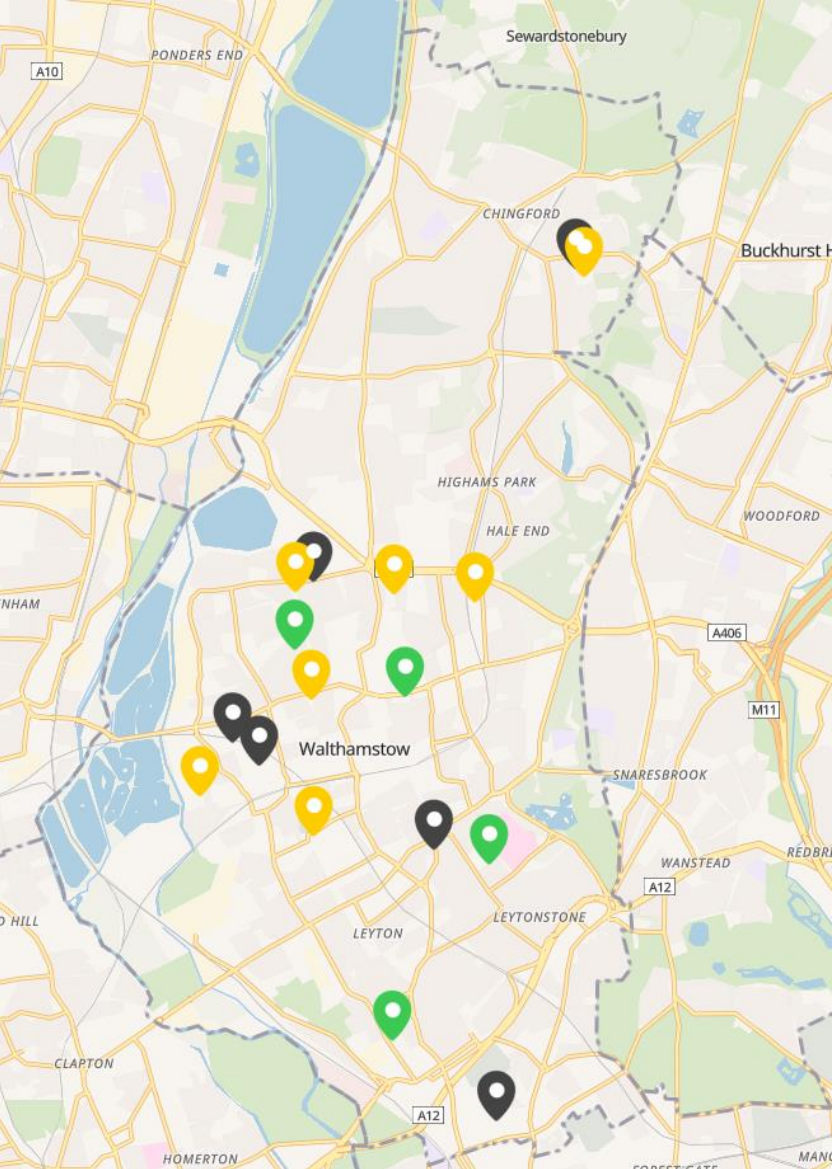
**To book visit:** [www.superstarsport.co.uk](http://www.superstarsport.co.uk)

ONE CHECKED

SCAN HERE TO BOOK!



## Appendix D: Easter 22 Delivery Location Map



**Green**- HAF Secondary school programmes  
4 locations

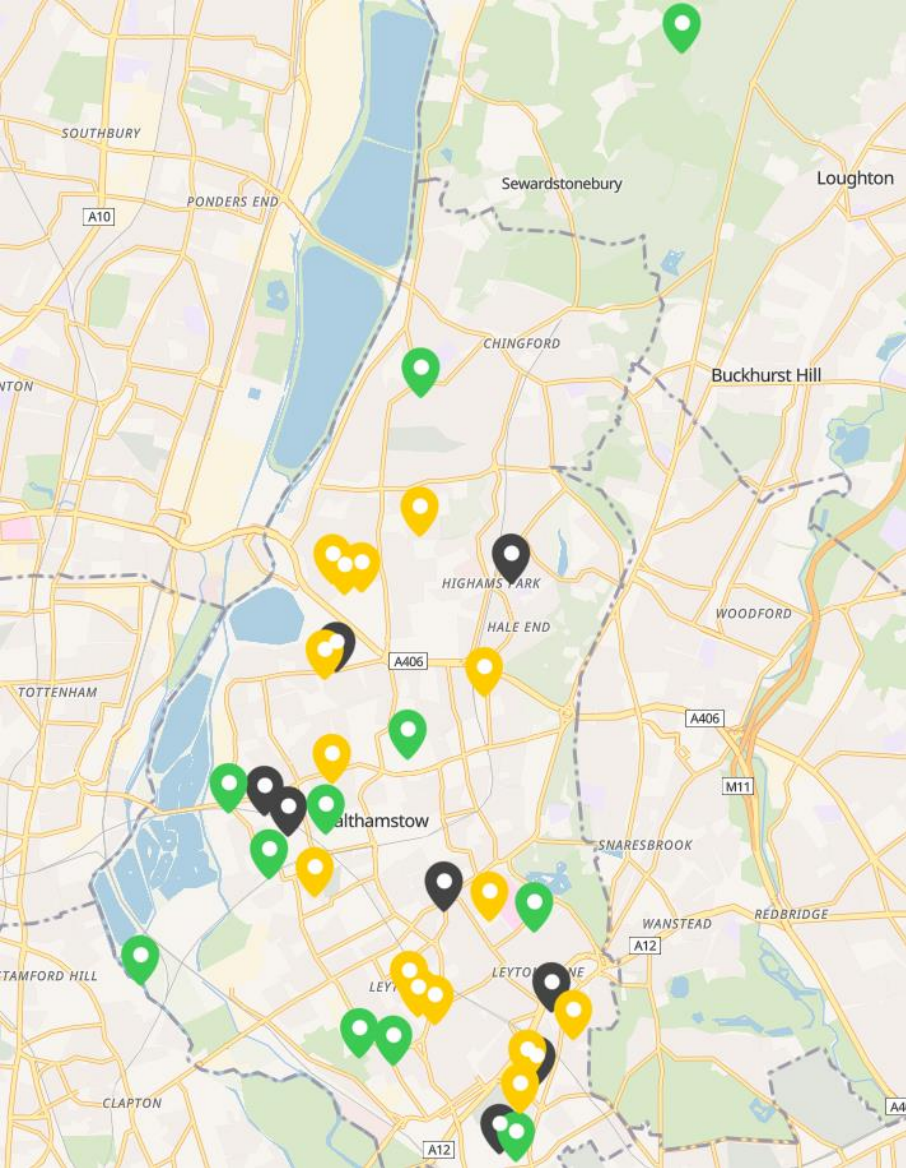
**Yellow**- HAF Primary school programmes  
7 locations

**Black**- School HAF-  
4 Primary location  
2 Secondary locations





# Appendix D: Summer 22 Delivery Location Map



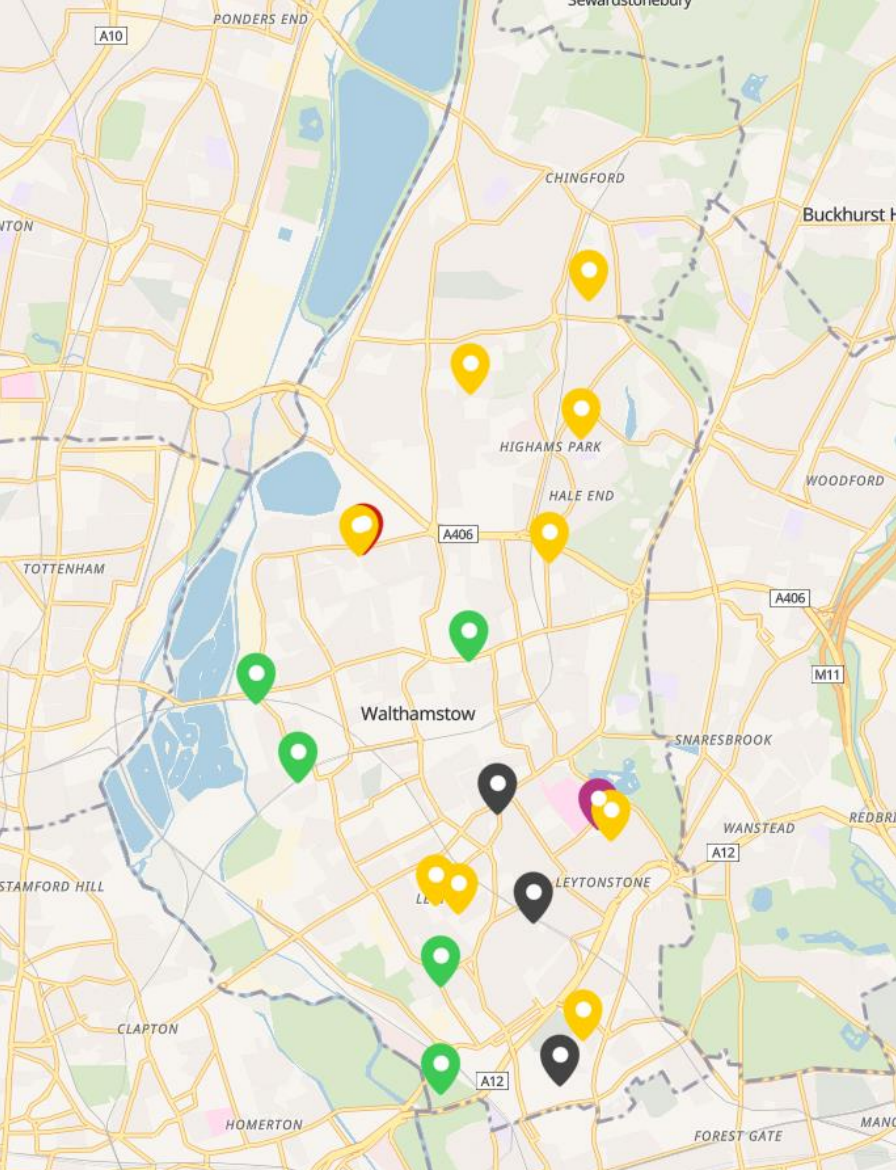
**Green**- HAF Secondary school programmes  
11 locations (including The Hive, which is situated outside of the borough boundary)

**Yellow**- HAF Primary school programmes  
15 locations

**Black**- School HAF  
6 Primary locations  
2 Secondary location



# Appendix D: Winter 22 Delivery Location Map



**Green**- HAF Secondary school programmes  
5 locations

**Yellow**- HAF Primary school programmes  
9 locations

**Red**- SEND HAF  
1 location

**Black**- School HAF-  
1 Primary location  
2 Secondary locations

**Purple**- Winter Party 5-11yrs  
1 location



**WALTHAM FOREST**  
**MY NEIGHBOURHOOD**