

# HAF 2023-24 Local Authority Annual Report

The annual report provides you with the opportunity to give an overview of the HAF 2023-24 programme in your LA.

Your report should include:

* the overall funding you have spent on the HAF programme
* the proportion of the funding that was spent on administration and a breakdown of how this was spent
* how many unique children you have reached in each holiday period
* the proportion of primary age and secondary age children who have participated in your programme
* the number of children with SEND or additional needs who have participated in your programme
* information on the families and carers they have engaged with through the food education, signposting and referrals aspect of their programme
* which organisations are represented on their steering group
* which organisations you have worked with in delivering the programme

You may also include:

* feedback from participants, their families or carers
* results of any surveys
* case studies or particular highlights
* how you have promoted the programme and celebrated it through the media and social media

The report for the 2023-2024 HAF programme should be submitted to DfE by 28 June 2024.

While LAs have flexibility in how they format and present their annual report, we have provided this document as a guide to help you structure your report. This is an optional template to use, you are welcome to produce your own report as you deem appropriate Please complete and submit to haf.policy@education.gov.uk by 28th June 2024. When submitting your report please include a link to the relevant webpage you post it to.

## Section 1 - LA details

*Which local authority is this report about?*

|  |
| --- |
| Coventry City Council  |

### Section 2 – Highlights

*In this section, you might you might cover: how much funding you received and how it was spent and how many children you’ve worked with across the year. You might also include how many sessions you’ve delivered and which organisations you’ve worked with and provide details about who forms your HAF steering group and what the key strategies and themes have been for 2023-2024.*

|  |
| --- |
| **Key highlights/strategies and themes included:*** The development and progression of SEND offer, including the development of our HAF Special School offer, SEND family experiences and our Winter Home Boxes (see section 8 below)
* Positive feedback about the programme, including a 96% recommendation rating through our family survey (see section 3 below)
* Our programme is becoming increasingly diverse and comprehensive (see sections 5 and 6 for our range of activities)
* An overall increase in the total eligible children added up across Spring, Summer and Winter - from 8,250 (2022) to 8,479 (2023)
* Many stories, quotes and examples of the impact that clubs, activities and experiences have made on children and young people in terms of confidence and reduced levels of anxiety. Children and young people report that they have made new friedns and tried new things they would never have had the opportunity to do before.

**Providers directly funded:**We directly funded the following providers: All Saints C of E Primary School, Aptitude, Arts a Riot, Ascension Dance Company, Baginton Fields School, Barr’s Hill School, Cardinal Newman Catholic School, Canley Community Centre, Coventry Boys and Girls Club, Coventry Outdoors, Coventry Rugby, Coventry SDA, Cre8fun, Creative Optimistic Visions, CV Life/Culture Coventry, Edgewick Primary, Empowr-U/Energ!se, Epic Academy/SCCU, Feeding Coventry, Go-Go Makers, Guardian Ballers, Guiding Young Minds, Highly Sprung, Holbrooks Community Care Association, Holy Family Primary School, Kingsbury School, My Activities, Onside Coaching, PlayPals (St Christophers), Rising Stars, Riverbank School, SDH Academy, St John the Divine Church, Sky Blues in the Community, SportWorks, Staffordshire Winter Sports Club (Planet Ice), Tiverton School, University of Warwick Holiday Scheme, Vanny Radio, WATCH/Hillz FM, Willenhall Community Forum and Woodfield School. In addition to these, there are a wide range of sub-providers and partners.**Activities locations:**Activities took place in 22 primary schools, 6 secondary schools, 5 special schools, 18 community centres, 9 leisure centres/sports facilities, 6 arts venues, 3 parks, 1 university and 12 other locations. **Key data/information*** Total DfE expenditure (1/4/23-31/3/24) was £1,553,530. This comprised programme expenditure of £1,398,177 and administrative expenditure of £155,353. In addition the Coventry HAF programme received £100,000 investment from the Coventry Building Society.
* Number of unique eligible children reached each holiday:
	+ Spring 2023: 2,667 (up from 2,130 for Spring 2022)
	+ Summer 2023: 3,822 (down slightly from 3,893 for Summer 2022)
	+ Winter 2023: 1,991 (down from 2,227 for Winter 2022)
* Proportion of primary age and secondary age children who have participated in our programme:
	+ Spring 2023: Primary = 2,239 and secondary = 428
	+ Summer 2023: Primary = 2,387 and secondary = 1,435
	+ Winter 2023: Primary = 1,423 and secondary = 568
* Number of days attended:
	+ Spring 2023: 6,851
	+ Summer 2023: 19,048
	+ Winter 2023: 4,110

**HAF steering group:**This has representatives from the following: Education, Childrens Services/Early Help, Public Health and the community sector.  |

### Section 3 – Children and families feedback

*Please provide links to social media activity/videos as well as testimonials or feedback that you have received about your 2023-24 HAF Programme*

|  |
| --- |
| Feedback from parents/carers, children and young people. There has been extensive feedback from parents/carers, children and young people on the programme. For example, following our summer programme, we received circa 700 responses with 96% saying they would recommend the activities. The average rating of food provided was “very good” (i.e. rating 4, based on a scale of 1 (very poor) through to 5 (excellent). **Videos*** [Main HAF Special Schools Inititiative - Summer 2023 Video](https://vimeo.com/869583006/d3e2bb74c4?share=copy)

A range of short videos (approx. 1 minute)* [HAF Special school video - short 1](https://coventrycc-my.sharepoint.com/personal/cvaco310_coventry_gov_uk/Documents/Desktop/HAF%20Special%20school%20video%20-%20short%201)
* [HAF Special School video - short 2](https://vimeo.com/869580919/b2acd481a2?share=copy)
* [HAF special school video - short 3](https://vimeo.com/869579768/8265d822da?share=copy)
* [HAF special school video - short 4](https://vimeo.com/869578540/6e165e254d?share=copy)
* [HAF special school video - short 5](https://vimeo.com/869577653/3e159305a8?share=copy)
* [HAF special school video - short 6](https://vimeo.com/869576797/0c1990c8e5?share=copy)

**Feedback (direct quotes) sent in from parents, children and young people:*** Amazing staff Lovely activity & food Perfect start/fin times Perfect location Most of all the children are safe & well looked after.
* It was so fun 🤩 I thoroughly enjoyed it
* The team was fantastic and very welcoming. The lifeguards was very helpful with educating myself and my dad of what rides my son could take part on
* The club were really really supportive of individual needs, and made allowances and accommodations for children
* Lots of young, caring and energetic staff. Amazing management too
* Help my 14 yr old girl with her confidence. Staff were lovely and welcoming
* Engaging Stimulating Educational
* N. loves it, I can join too as its FULLY accessible & it's exercise that's fun!
* My son loved it and couldn’t wait to go again which is not like him.
* Keep the children active and it enables parents to work. The children loved every minute of it
* My son has special need but he had friends in the first day of camp
* Brilliant staff, activities and made my child feel safe she don’t talk much to people and is very shy but has come home everyday absolutely buzzing about her day and all she done, it’s been a life saver for me over the holidays as I’m awaiting surgery on my back and can’t do much so this has really been a god send and has made my daughters summer holidays amazing instead of being stuck in the house all holiday this year thank you!!
* The staff are amazing considering my son got special needs, they’ve managed to accommodate him effectively.
* Excellent teacher. Excellent helpers and would definitely recommend all sessions with feeding Coventry. The kids loves learning about animation and making their own
* Fabulous teachers who really engaged with the children. Great facilities and good organisation. Lovely for the children to get certificates at the end of the course.
* My son always enjoys himself the teach good values like respect and enjoyment
* My children were outdoors in the fresh air completing activities with like minded children. Really enjoyed themselves.
* T. enjoys them and the staff were fantastic 👍
* Kids were happy tired by the time they came home Also the family cook along was good nice to be just me an the boys
* Physical activity, superb staff, making friends and laughing until they cried.
* They were very engaging and made our daughter feel like she had been there forever
* Positive examples and structured well
* Kids really enjoyed it positive comments made experienced music and sound some thing they would never have had the chance to do
* Variety of activities and was age appropriate (secondary) my son thoroughly enjoyed the workshops

**Feedback from our SEND family experiences*** It was such a treat to eat out together. We would not usually buy food out on a day trip. Having an adult meal and child meal meant we could sit and eat together…We have not had that in a few years due to the cost….We made lovely memories whilst exercising. So grateful.”
* “With having 2 SEND children, I absolutely loved the flexibility of being able to take them to something like Twycross Zoo myself on a day I knew would work for them and their needs. They were able to stay regulated and control what they needed from the positive experience with this flexibility. Thank you.”
* “Really appreciate the HAF scheme and all it provides for children and young people, thank you.”
* “Incredible opportunity, made our family so happy.”
* “It was the best experience for them and the food was great. Nature experiences are really great.”
* “The experiences offered were great we loved spending time at the zoo! Communication was good and very clear with instructions*.”*

*In addition:** Coventry HAF is part of the HAF-DEFINE project: HAF Programme – Developing a Best Practice Framework for Implementation and Evaluation (NIHR – School for Public Health Research – University of Bristol, University of Birmingham and Durham University).
* Positive Youth Foundation captured youth voice through a consultation report based on Winter 2023 delivery.
 |

### Section 4 - Food

*In this section you might cover: Did you provide children and young people with at least one nutritious meal a day? Did you work in any partnerships to provide food? What were the children and young people’s attitudes to the food you provided?*

|  |
| --- |
| Our HAF quality standards are to provide at least one nutritious meal a day -with some clubs providing breakfast as well as a dinner. We worked with a food nutritionist who gave feedback on the menus. A partnership started with the CBS Arena, Sky Blues in the Community whereby the CBS Arena provided meals at some Sky Blues in the Community activities. Hot nutritional meals are provided at the vast majority of activities (trips may be an exception to this) and breakfast is increasingly being provided by clubs that start earlier – both as an important meal to start a day, and as settling in time. Nutritional education takes place in clubs and there is the opportunity at some clubs for the children to participate in cooking meals. The number of family cooking sessions has increased with many providers buying a standard set of cooking equipment that they can use with families.Links with the Coventry Food Network also continue to strengthen and there are links between some HAF providers and Coventry social supermarkets. Some providers cook meals not just for their own clubs but for other organisations.Children and young people were sometimes intrigued to see foods that they were not familiar with. Often, they were very open to trying new foods and appreciating them. |

### Section 5 – Enriching Activities

*In this section, you might cover: What enrichment activites did you provide? And why did you focus on those? How did your programme provide opportunities for children and young people to develop and consolidate their skills and knowledge and try out new experiences? Was the impact?*

|  |
| --- |
| Our Coventry HAF programmes in 2023 included a wide range of enrichment activities including: animation, archery, art master classes (creative journaling, floral watercolours, illustration skills, oil painting, street art murals) Aztec adventure, BBQ, badminton, basketball, bouncy castles, breakfasts, broadcasting, bushcraft and survival, chef academy, coding, circus skills, climbing, combat archery, cooking, crafts (tie dye, quilling, origami, gemtastic jewellery and fabric), creative journaling, cricket, dancing, drama, drawing, DJ-ing, fitness, football, forest school, fun days, giant board games, go- karting, Go-Ape, gadgets, gaming, gardening, gym, horse riding lessons, ice-skating lessons, inflatable air track, inflatable bungee, karaoke, lacrosse, laser tag, lego building, lava lamp making, MicLab (sustainable stations, stop motion animation, stitch in time, connections and innovations), movies, movie making, multi-activity clubs (crafts, sports, arts etc.), music workshops, netball, pantomime, performance (parkour, free running and contemporary dance), performing arts, photography, physical theatre, podcasting, pool, pottery, radio, rap, robotics, roller skating, rounders, rugby, singing, science, skateboarding lessons, stable management, sports day, stop-motion animation, swimming lessons, team building, tennis, trampolining, tree-top adventure, tug-of-war, The Wave, trips (Western Super Mare, Drayton Manor, Go-Ape, Cadbury World, Cardiff Met University, Conkers, Space Centre, Warwick Arts Centre etc.), ultimate frisbee, videography, water sports, watercolour/ink painting, zip wire and other activities.Our Coventry HAF providers have strong relationships with local communities and therefore many activities delivered were based on feedback from, and the voice of, children and young people about what activities they wanted to do. The impact was very positive feedback from children and families about the activities. Children and young people were able to try out new experiences, develop skills and make new friends. As noted above, in our summer feedback survey, 96% of participants said they would recommend activities to others.  |

### Section 6 – Physical Activities

*In this section, you might cover: What range of physicial activites did you incorporate into your programme? And why did you focus on these? How did you ensure the physical activities you delivered were engaging and inclusive? Did you have any particular successes or higlights?*

|  |
| --- |
| A wide range of activities took place, including: archery, Aztec adventure, badminton, basketball, bouncy castles, bushcraft and survival, circus skills, climbing, combat archery, cricket, dancing, drama, fitness, football, forest school, fun days, giant board games, go- karting, Go-Ape, gardening, gym, horse riding lessons, ice-skating lessons, inflatable air track, inflatable bungee, karaoke, lacrosse, laser tag, multi-activity clubs (crafts, sports, arts etc.), netball, pantomime, performance (parkour, free running and contemporary dance), performing arts, photography, physical theatre, , roller skating, rounders, rugby, skateboarding lessons, sports day, stop-motion animation, swimming lessons, team building, tennis, trampolining, tree-top adventure, tug-of-war, The Wave, trips (Western Super Mare, Drayton Manor, Go-Ape, Cadbury World, Cardiff Met University, Conkers, Space Centre, Warwick Arts Centre etc.), ultimate frisbee, water sports, zip wire and other activities.Our Coventry HAF providers have strong relationships with local communities and therefore many activities delivered were based on feedback from, and the voice of, children and young people about what activities they wanted to do. The above activities were also focused on as these were where providers had expertise and experience.The impact was very positive feedback from children and families about the activities. Children and young people were able to try out new experiences, develop skills and make new friends. As noted above, in our summer feedback survey, 96% of participants said they would recommend activities to others. The Coventry HAF programme has raised the awareness of providers to inclusion through on-line and in person workshops.  |

### Section 7 – Nutritional Education and the promotion of healthy living/lifestyles

*In this section, you might cover: Did your programme deliver activities to educate participants about nutrition? Did you involve parents, carers and other family members in training and advice sessions on nutrition and eating a balanced diet? If yes how? Do the children and families you worked with now have a better understanding of nutrition and food budgeting? Did their attitudes change over the period of the programme?*

|  |
| --- |
| Nutritional education takes place in all clubs and there is the opportunity at some clubs for the children to participate in cooking meals. The number of family cooking sessions has increased with many providers buying a standard set of cooking equipment that they can use with families.We have developed the following on-line resources:* Toolkit for providers: [Coventry HAF Provider Nutritional Education Toolkit](https://www.coventry.gov.uk/coventry-holiday-activities-food-programme-providers/coventry-haf-providers/2)
* Food help for families: [food help for families](https://www.coventry.gov.uk/holiday-activities-food/coventry-holiday-activities-food-programme/4)
* We have worked with an organisation has developed a nutritional education box

Three types of cookery sessions have been delivered (primary children, secondary children and families) by a range of providers. A standard set of cooking equipment including hobs that providers could buy or borrow was pulled together along with session guidance, video and recipe cards.The nutritional and food budgeting done by clubs and activities enabled them to have a better understanding of nutrition and food budgeting. |

### Section 8 – Special Educational Needs & Disabilities (SEND)

*In this section, you might cover: What provision did you offer for children with Special Educational Needs & Disabilities? Did you offer bespoke provision for these children and young people? How did you ensure that all of the providers you worked with If yes then can you share examples?*

|  |
| --- |
| Approximately one third of all HAF-eligible children and young people in Coventry have Special Educational Needs and Disabilities (SEND). As a result, we endeavour to make all HAF clubs as welcoming and inclusive as possible. This includes: * collaborating directly with special schools to offer holiday provision to their HAF-eligible students.
* offering several exclusively SEND clubs
* our SEND family experiences for children and families
* providing Home Activity boxes during our Winter Fun programmes for families with the most severe medical needs through our partnership with Stellantis
* encouraging providers and parents/carers to complete ‘All About Me’ forms prior to attending clubs to ensure appropriate adjustments can be made to accommodate a range of additional needs.
* partnering with SEND specialists to offer relevant training to providers, such as Managing Challenging Behaviours

In the summer we launched our HAF special school programme in partnership with our Coventry Special Schools and the Coventry Building Society. This resulted in 6 out of the 8 Coventry special schools hosting or partnering with other organisations to deliver a wide range of activities including: swimming, crafts, outdoor games, horse riding, cooking, sensory play, sports, trips (e.g. Cadbury World, Lego Discovery etc.) Key points of feedback on this pilot from parents/carers, children/young people and staff:* the opportunities students had to forge new friendships;
* the unique experiences pupils were able to have;
* the comfort families and students felt being in a familiar ‘safe space’ with staff members with whom they had established and trusting relationships;
* the complexity of needs that were able to be catered for with 1:1 or 2:1 staff to student ratios and inclusive school venues which are not typically available through mainstream holiday clubs;
* parents and carers valued the experiences their children had during the holidays.

Please see the videos in section 3 (above) for examples. |

### Section 9 – Key challenges

*In this section, you should provide details about what the key challenges have been for your programme in 2023-2024.*

|  |
| --- |
| The key challenge has been capacity challenges on our HAF team in 2023-24, with some staff turn-over within a small team. This has sometimes impacted on our focus to continue to increase participation and reach. We are now in a position of a stable team with a good range of experience and skills across a range of themes: data and performance, booking system, marketing, inclusion/SEND, food, finances, safeguarding and quality.  |

**Section 10 – Marketing and Communication**

*In this section, you should provide details about how you have communicated with families, schools, providers, and others about your HAF programme. You might include social media engagement, your advertising and marketing strategy, etc.*

|  |
| --- |
| We market/promote our Coventry HAF programme through the following ways:• Letters and brochures posted to every eligible household• Digital versions of letters and brochures sent to HAF champions in every Coventry  school (primary, secondary and special)• Letters translated into 6 languages and available digitally • Text messages sent to parents/carers who have made their mobile numbers  available• Emails sent to parents/carers who have made their email addresses available • HAF promotional videos• Information on Coventry HAF webpages including “adverts” (web-directory records  for every bookable activity)• Social media – through Coventry HAF facebook, Coventry City Council facebook  and promotion through other Coventry City Council teams social media platforms• Promotion at Coventry City FC football games (in matchday programme and on big  Screen* Providing information to a wide range of professionals who work with children and

 families (e.g. Children’s Services and Education teams and partner organisations)• Links with existing events • Promotion on screens across Coventry (e.g. Coventry City Council facilities and  advertising screens)• Promotion with Coventry City Council staff• Brochures available at libraries, family hubs and other venues |

**Section 11 – Additional resources, partnerships and aligning with other priorities**

*In this section, you should include information about whether you received any extra funding, support, resources, food, etc to support and enhance your programme. You might also include information about how you have aligned and joined up your HAF programme with other programmes and initiatives.*

|  |
| --- |
| We received in-kind staff support from Stellantis <https://www.stellantis.com/en> (global car manufacturer) - as part of our Winter Home Activity boxes. ). Stellantis staff were involved in volunteering to pack and deliver home activity boxes in the Christmas school holidays for children who were unable to access face-to-face HAF provision. We received £100,000 investment from the Coventry Building Society to enhance our programe. Coventry HAF has a very strong partnership approach as part of One Coventry <https://www.coventry.gov.uk/onecoventryplan>.We provided participants and their families with information, signposting or referrals to other services and support through a range of ways including:* On-line information: <https://www.coventry.gov.uk/costofliving>
* Links to the above information in communications (texts, emails, messages etc.)
* Family information leaflets and z-cards provided to parents/carers
* Inviting parents/carers to arrive early for a session
* Performances/ “show and tell” at the end of a session or week
* Informal coffee/tea/refreshments with other providers available in a “low-key” way to talk

We signposted to a wide range of services and support including: family support/hubs, adult mental, health, the Job Shop, Family Health and Lifestyle Service, Mental Health and Emotional Wellbeing, digital access and skills, domestic abuse and sexual violence, Household Support Fund, support with energy bills, water bills, broadband bills, mobile data, social supermarkets, food hubs and food banks, free school meals, Healthy Start vouchers, help with essentials, school uniform support, internet access/equipment/skills/support, pre-payment meters, support with childcare costs, money/financial support (minimum wage guidance, employment and discrimination service, money advice agencies, credit unions, universal credit support), rent (universal credit housing support, Discretionary Housing Payments, Tenant and rent arrears service, support dealing with landlord eviction), Council tax (problems with paying Council tax, energy rebate, Council Tax support), mental health support and healthy lifestyle support. |

**Section 12 – Any other information?**

*In this section, you should include any other information about your HAF programme that you want to share.*

|  |
| --- |
| Our programme has continued to develop and strengthen in 2023, laying the foundations for further development in 2024 and to continue momentum to build the national case for HAF to continue post-2025.Our delivery is based on our following **Coventry HAF principles** (developed in April 2021):* Positive, memorable and happy holiday experiences that demonstrate the value of every person
* Impacts that last beyond the holidays and experiences that reach parents and families through children and young people
* Building on, and enabling, trusted relationships and Coventry strengths
* Collaboration and partnership across a wide range of organisations and engaging with children, young people and families throughout
* Joined-up locality offer - particularly in areas of higher deprivation
* Tailored approaches for primary and secondary ages with a key focus on children with Special Educational Needs and Disabilities
* Joining-up with school summer and education recovery programmes
* Continuous learning and improvement, including learning across Coventry, West Midlands and nationally
* Coventry HAF as a part of a joined-up offer for Coventry lower-income families
 |

© Crown copyright 2024