



Big Local North East Hastings Commissioning Specification 2017/18

Theme: Raise a Family

Big Local North East Hastings would like to commission a service to deliver free, weekly play sessions over a 12 month period. Proposals are invited from constituted groups, charities, not for profit organisations, and businesses. The value of this commission is £10,000.

Background

Big Local North East Hastings is a ten year, community led programme that encourages local residents to identify local needs and take action in response to them.

More information about Big Local North East Hastings, including a map of the Big Local area, can be found at www.biglocalnortheasthastings.org.uk.

More information about the national Big Local programme can be found at www.localtrust.org.uk.

The Resident Led Partnership (RLP), which runs Big Local North East Hastings, has a vision for the Big Local Area which is that in 2024, North East Hastings will be a GREAT place to:

- **G**row up in
- **R**aise a family
- **E**njoy Life and keep well
- **A**dvance in Years
- **T**rain, learn and earn a living

To help achieve this vision, the RLP has allocated funding in 2017/8 to the Raise a Family theme to commission the delivery of a service that will benefit children in the Big Local area.

Delivery Specification

We are seeking the delivery of free weekly play sessions in after school hours for children aged 5-11 years in two community venues within the Big Local area within a £10,000 budget. The budget should include all costs, fees and expenses. No additional funding is available.

Services to be provided

- Free, weekly, term time play sessions in after school hours for children aged 5 to 11 (Reception year children aged 5 to children aged 11 or to the end of Year 6)
- Sessions should be provided at
 - Downs Farm Community Centre, Crowborough Road, Hastings, TN34 5EE
 - The Bridge Community Centre, 361 Priory Road, Hastings, TN34 3NW
- Sessions should attract 15-25 regularly attending children and advertising and promotions activities should be undertaken to ensure sessions are run at full capacity



Big Local North East Hastings Commissioning Specification 2017/18

- Sessions should be provided on the same day and at the same time each week and last for 1.5 hours
- All children should be provided with a healthy snack and a drink at each session
- At least 3 play staff to be present at each session.
- Delivery should take place within a one year period from the commencement of delivery, which is expected to be during spring 2018.
- Some provision during the school holidays should be offered

Monitoring

A case study should be provided, if a child's attendance at these session appears to have made a significant and positive outcome on the child or his or her family,

Children and parents should be asked to evaluate the sessions. Evaluation findings should be reported after 2 and 6 months, along with attendance data

Upon completion of delivery, the successful organisation will be asked to provide a detailed report to the Resident Led Partnership that can inform future delivery. This should include photos.

Other information

The successful organisation will enter into an agreement with Hastings Voluntary Action which is the Locally Trusted Organisation for Big Local North East Hastings.

Before applying, please read the companion document "Information for Applicants".

Proposals

Proposals to deliver this service should include details about:

- The costs of the delivery described in your proposal
- The proposed sessions including days and times, and staffing arrangements
- Provision during the school holidays
- Any relevant qualifications held by your organisation and/or delivery staff that support your proposal
- Your experience delivering play sessions or other relevant work with children, particularly in communities with high levels of deprivation
- Your willingness to work with other agencies and organisations that could reach and benefit local children through the after school club.
- Copies of your organisation's safeguarding, behaviour management, equal opportunities and volunteer policies.