



Funded by



Department
for Education

*West Berkshire Holidays,
Activities and Food Programme
2023 Annual Report*

**HAF
2023**



West Berkshire
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The Offer

HAF is a Holiday, Activities and Food programme for children in full time education and entitled to free school meals.

We hold the experiences of HAF children at the funded clubs at the forefront of our HAF programme and are committed to enriching their experiences and opportunities during holiday periods and reducing holiday hunger.

The West Berkshire Holidays, Activities and Food programme worked with 21 providers, delivering at 29 sites across 2023.

All the approved clubs offer physical activity, nutritional learning opportunities, engaging activities and a meal each day they attend.

We have a range of activities from rock climbing to paddleboarding and kayaking to coding and crafting.

West Berkshire also commissioned several external companies to conduct visits to ensure delivery of those enriching and enjoyable experiences we strive to offer, as well as giving the opportunity to experience something that may have not been available or accessible to them otherwise. These include but are not limited to:

- Mobile Petting Zoos
- Reptile Encounters
- Library representative visits and free books
- Nutritional workshop and games
- Dance companies

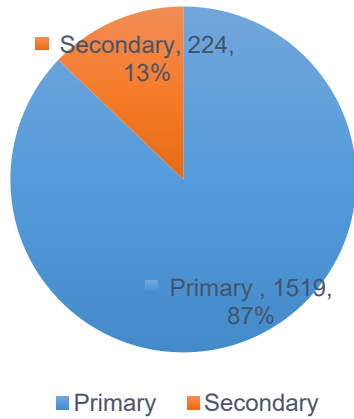
Nutritional take home resources and activity packs, food parcels, budget recipe ideas were offered to all families that attended the provision. We also advised of other charities offering meals during school holiday periods.

Feedback has been positive and encouraging and shows just how valuable HAF provision is for the families it serves. It also reinforces why we run HAF and try to make it a beneficial (and fun!) as possible. We work with established and exceptional providers to ensure there is quality provision available.



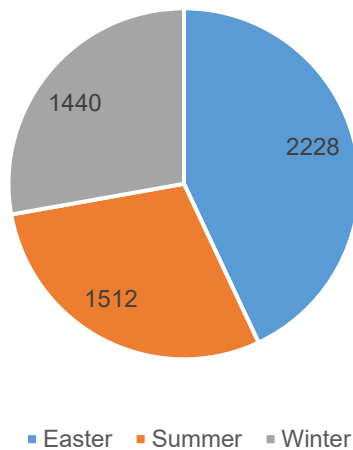
Overview

Number of Children reached: 1743



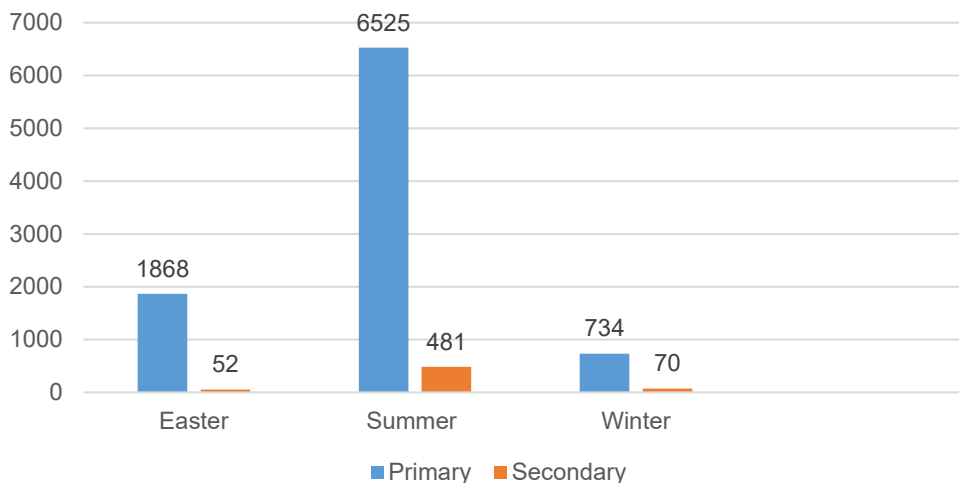
**21
PROVIDERS**

Places Available



**144
participants
with SEND**

Sessions Attended 2023



**29
SITES**

**HAF
2023**



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Feedback

“My son had the most amazing experience and I can't thank you all enough”

“It was cool to find out new things that promote healthy lifestyle and learn about good foods.”

“I cannot thank you enough and they've already expressed a desire to return for the summer holidays! Thank you so much!”

“can't praise it enough and said that [child's name - not shared due to being a protected child] got to use lots of different devices and tech that was new to him that he wouldn't have had the opportunity to experience otherwise. He also made lots of new friends, and

“One of my daughters is autistic and isn't able to attend school at present, so this unconventional environment, with fresh air, new experiences and wonderful people has been a huge leap forwards for her to do something



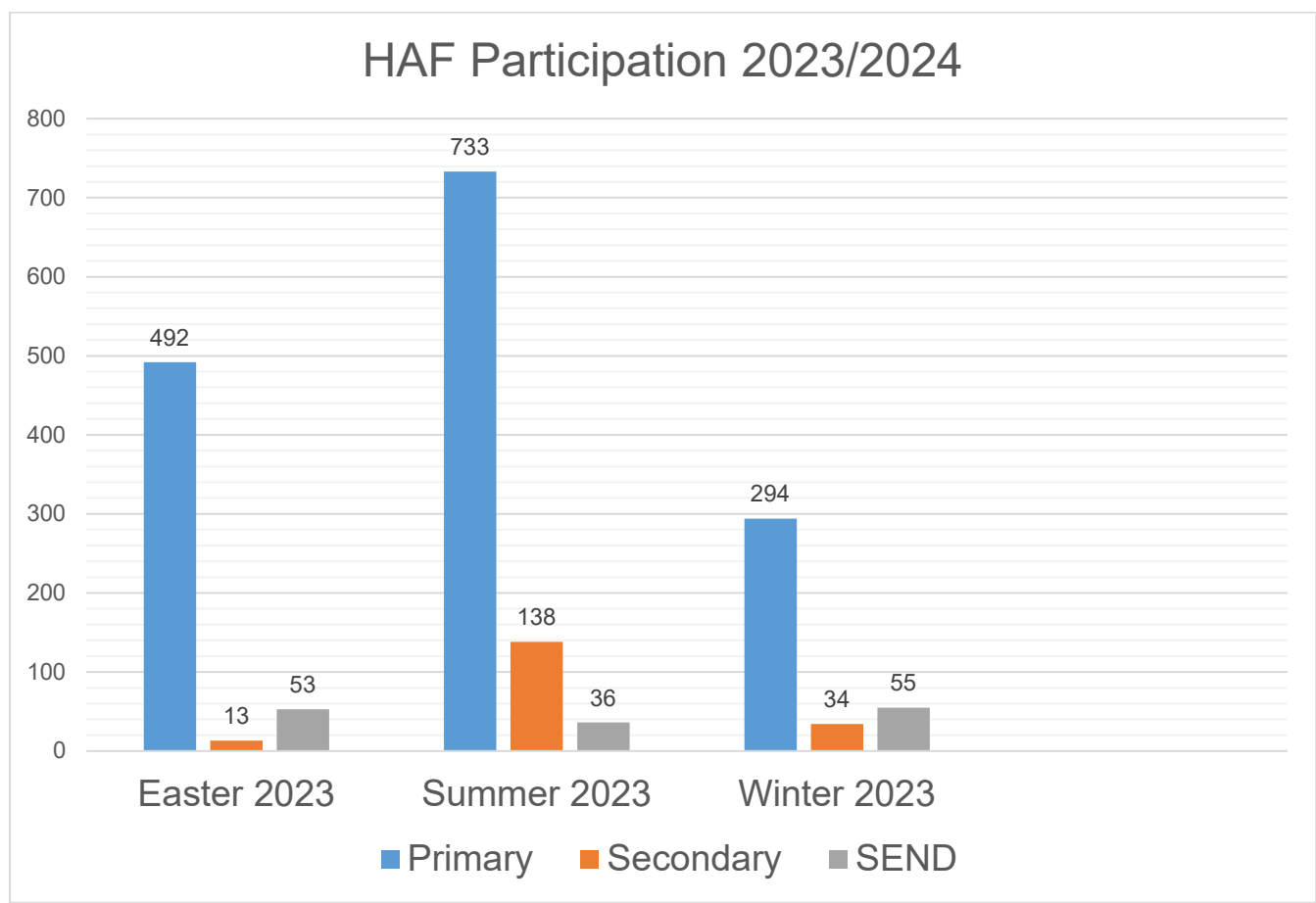
Unique Children Reached and Participation

Over the 3 HAF delivery periods: Easter, Summer and Winter, we reached a total of 1743 individual children.

87% of these were Primary School aged children and 13% were Secondary schools aged young people.

Of these, 144 children were identified as having SEND and were able to access some of the HAF provision.

A breakdown for each delivery period is shown below:



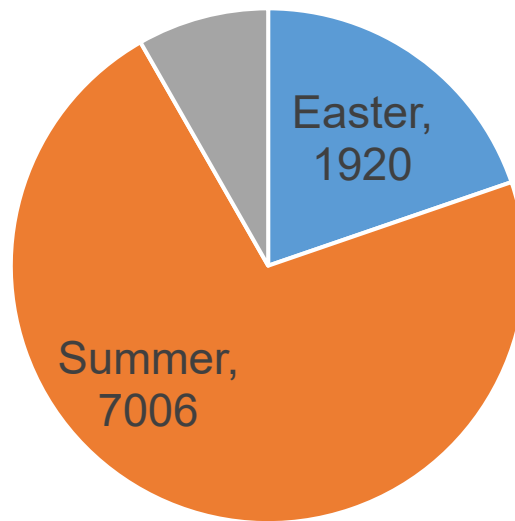


Sessions and Attendance

Over the delivery year 2023/2024, 9730 sessions were fully funded, with each session offering a meal and exciting and enriching activities.

Sessions 2023

Winter, 804



■ Easter ■ Summer ■ Winter ■

The DfE allows for up to 15% of funding to be used for children and young people who do not meet the eligibility criteria of benefit related free school meals entitlement. Throughout the delivery periods these places were allocated on a discretionary basis. A total of 99 children across 2023 were offered a discretionary HAF funded place.

West Berkshire School: 'Thank you for providing this experience for our pupils.'



Steering Group

In 2023, for HAF we had a steering group consisting of 4 members of the local authority. The members of the LA conduct various visits to providers during the course of the year to ensure the quality of the provision is to our required standard and they are meeting the DFE HAF Framework of Standards.

The Steering Groups participation includes but is not limited to:

- New provider applications
- Funding amounts per child
- External/enriching visits approval
- Quality Assurance Visits
- Check-ins

Steering Group

HAF Coordinator

Principal Advisor for School Improvement and Governance

Schools Health & Wellbeing Co-ordinator

Service Manager for EY, Vulnerable Learners & Families

Organisations worked with in 2023

- Chloes Mobile Farm
- A-Life
- Berkshire Reptile Encounters
- West Berkshire Libraries
- Dealmaker - Dish Up!
- MF Dance
- The Wonder Company/Rainbow Factory



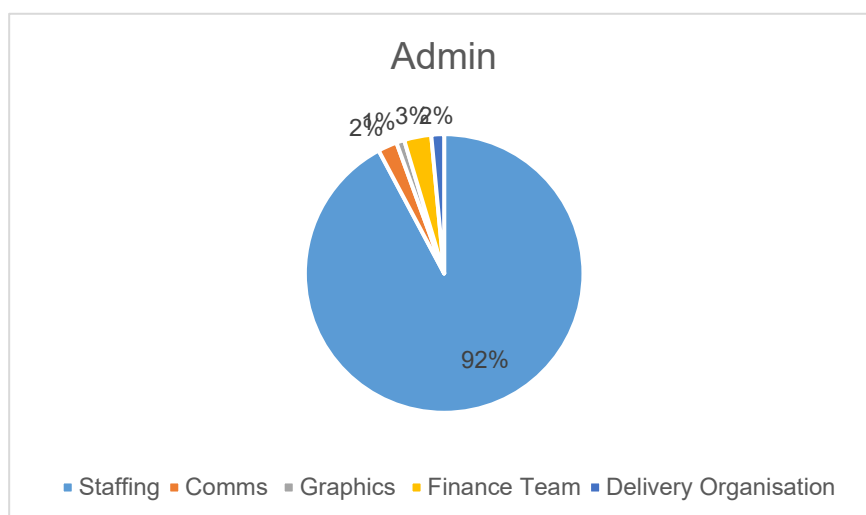
Finances

For the programme, West Berkshire Council had an allocation of £389,170 from the DFE. No additional funds or grants were used or acquired to support the roll out and delivery of HAF.

West Berkshire's spend for HAF 2023 was £341,422.22, meaning an underspend of £47,747.78.

A breakdown is shown below on how the funding was spent.

Expenditure Type	(£)
Administrative Expenditure	26950
Capital Expenditure	840
Programme Expenditure <i>(all of the costs of providing free HAF places, including payments to providers and third parties for services provided)</i>	311111.31
Other Expenditure <i>(this is any expenditure that does not fall into the above categories)</i>	2520.91
TOTAL EXPENDITURE (for 1 April 2023 to 31 March 2024)	341422.22



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2023



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Promotions and Marketing

With such a broad Local Authority radius we wanted to ensure we raised the profile and awareness of HAF and reach as many eligible families as possible.

Promotional materials were produced and shared with schools and governors and the use of social media platforms was implemented.

Our promotional material was made to be eye catching and engaging and explained eligibility, the offer and how to book.

Our comms team also actively visited clubs to take photos and film promotional videos. One of which was very successful and shared on social media platforms and gained a lot of attention and saw an uptick in bookings and interest. We shared these videos numerous times with the community to celebrate the success of the HAF clubs.

[Waterside Centre](#) – Berkshire Youth

[Birch Copse Tech Camp](#) – Next Thing Education

[Northcroft Leisure](#) – Let me play



Signposting

As part of their delivery, HAF providers are required to provide information, signposting or referrals to other services and support that would benefit the children and families who access their provision.

The HAF team supports with this by supplying providers with local services, charities and support for them to share with their families.

We signposted foodbanks and low cost/free activities that are local as well as charities that offer free meals to families in need. Below is an example of what the HAF team pushed out to providers.

Signposting for families

FOODBANKS IN WEST BERKSHIRE

4 FOODBANK CENTRE(S)	
Warehouse	
Opening Times	Address
Mon: 08:00 - 12:30	85 Church Lane, Bucklebury Park
Tue: Closed	Green Bank
Wed: 08:00 - 12:30	Thames Park
Thu: 08:00 - 12:30	ROSEDAVE
Fri: 08:00 - 12:30	Deaneville via Google Maps
Sat: Closed	
Sun: Closed	

Newbury Foodbank Centre	
Opening Times	Address
Mon: Closed	Marston Church, Newbury
Tue: 08:00 - 10:00	12 Deaneville, Newbury
Wed: Closed	ROSEDAVE
Thu: Closed	ROSEDAVE
Fri: Closed	Deaneville via Google Maps
Sat: Closed	
Sun: Closed	

Thatcham Foodbank Centre	
Opening Times	Address
Mon: Closed	31 Thatcham Baptist Church
Tue: Closed	Marston Church, Newbury
Wed: Closed	Thames Park
Thu: 10:00 - 10:00	ROSEDAVE
Fri: Closed	Deaneville via Google Maps
Sat: Closed	
Sun: Closed	

Hungerford Foodbank Centre	
Opening Times	Address
Mon: Closed	Marston Church, Newbury
Tue: Closed	12 Deaneville, Newbury
Wed: 12:00 - 15:00	ROSEDAVE
Thu: Closed	ROSEDAVE
Fri: Closed	Deaneville via Google Maps
Sat: Closed	
Sun: Closed	

Burgfield & Mortimer Foodbank Centre	
Opening Times	Address
Mon: Closed	31 Thatcham Baptist Church
Tue: Closed	Marston Church, Newbury
Wed: Closed	Thames Park
Thu: Closed	ROSEDAVE
Fri: 13:00 - 15:00	ROSEDAVE
Sat: Closed	Deaneville via Google Maps
Sun: Closed	

Theale, Calcot and Tilehurst Foodbank	
Opening Times	Address
Mon: 10:00 - 12:00	The Calcot Centre, Calcot
Tue: Closed	21 High Street, Calcot
Wed: Closed	Calcot
Thu: Closed	Calcot
Fri: Closed	Deaneville via Google Maps
Sat: Closed	
Sun: Closed	

SCHOOL'S OUT!
Free Meals for Families

Northcroft Kitchen

Newbury Cricket Club, Northcroft Lane, RG14 1RS

Every Thursday from 27th July to end of August
From 12.30 to 2.30pm
(with last meal served at 2.15pm)

For the duration of the school holidays we are moving our sessions to Thursday lunchtimes. We aim to help parents and carers who are struggling with the cost of living, especially during the holidays when children are at home all day.

If you would like to join us please just come along to Newbury Cricket Club in Northcroft Lane. If you have any questions please call or text Gill on 07907 122007

Loose Ends Newbury, Charity no. 11189240
Email: admin@looseendsnewbury.org
Website: www.looseendsnewbury.org

In addition to this programme, families who are eligible for Universal Credit may be able to claim back up to 85 per cent of their childcare costs, dependent on the club attended. To find out more, please visit the ['Help paying for childcare' page on the GOV.UK website](#).

Advice on living and eating well

- As part of the HAF programme we are sharing information and advice for parents on how to live well and eat well:
- [Healthy sustainable diets](#) - videos and recipes from the British Nutrition Foundation
 - [Full Time Meals](#) - cook along on Facebook with chef Tom Kerridge and Marcus Rashford
 - [Healthier families](#) - find easy ways to eat well and move more, recipe ideas, 10 minute shake ups and much more
 - [Eat them to Defeat them](#) - recipes and activities

Pages	Links
Sports and Leisure	West Berkshire Directory
Family Hubs	Family Information Service
Our Libraries (view all)	

What's on - FREE/LOW COST ACTIVITIES!

We also offered each HAF child a free swimming voucher in December 2023.

The council led HAF webpage also provided links to:

- Family Information Service and Family Hubs
- Loose Ends – charity that provides meals during holiday periods
- Free School Meals team contact details
- 'Help paying for childcare' gov.uk website



Food and Nutrition

All providers must provide at least 1 meal a day (breakfast, lunch or an evening meal and all food provided at HAF clubs (including snacks) must meet [school food standards](#). For most children, the opportunity to enjoy a meal at a HAF club is important.

All food provided as part of the HAF programme must:

- comply with regulations on food preparation
- take into account allergies and dietary requirements (see the [allergy guidance for schools](#))
- take into account any religious or cultural requirements for food
- Should be ideally hot but we understand and accept that this is not always possible

A variety of meals were provided across the HAF programme, some meals were cooked and prepared on-site, whilst for the majority of clubs used a variety local providers to support the lunch delivery. Dietary requirements including allergies were catered for and we educated our providers on cultural requirements such as Ramadan.

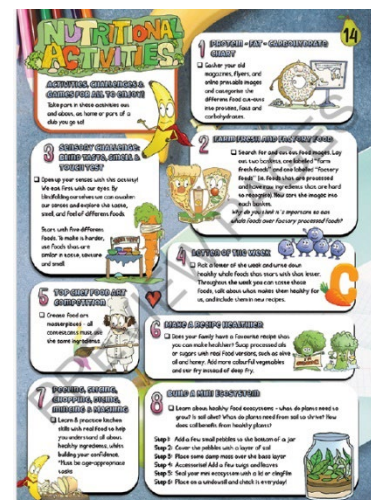
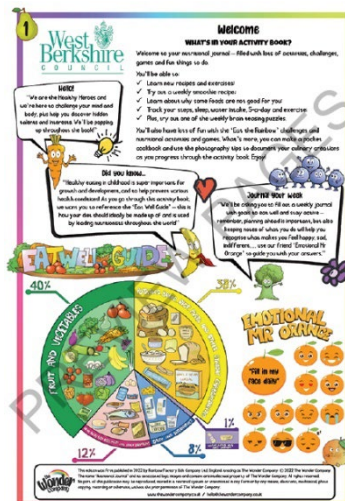
Nutritional Education is also included in our HAF clubs.

The HAF Frameworks advises HAF Clubs and providers should ensure children are

- receiving healthy and nutritious meals and
- developing a greater understanding of food, nutrition and other health related issues

West Berkshire commissioned healthy lifestyle workshops in a large number of clubs and each HAF child received a nutritional workbook (examples of some pages below).

The Eatwell guide, snack swap amongst other resources were used to deliver nutritional learning and education.



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Challenges

Caterers

Typically, finding appropriate food provision and/or caterers was an inherent challenge. Many were either priced out, oversubscribed or didn't serve a particular area or meet school food standards.

To mitigate this, we raised our funding by 50p per child to allow more flexibility when considering pricing for food. We also canvassed existing and established providers to share their current caterers and explore options for collaboration which has worked well. Some providers undertook their food hygiene qualifications so they could then look to prepare food on site instead, which has also been successful in a number of sites.

All providers had food/caterers in place for every HAF delivery period.

Non-attendance

Whilst most clubs were full and attendance was good, much like a number of other local authorities some clubs had bookings from children that did not attend. This happened across a number of clubs throughout 2023.

We encouraged providers to make contact with any family that did not attend as close to the start of the session as possible and to also ask if the club can expect them for the rest of their bookings. This way if they will not be attending, especially for those clubs fully booked, we can release the place to another child on the waiting list.

In order to mitigate this further, providers were advised to let the HAF Coordinator know names of those that did not attend in order to implement a '3 strike' policy. Luckily, since its inception we have not yet had to enforce this rule.

The HAF team has also tried to educate parents where possible about the importance of attending session that have been booked.

SEND Provision

Specific SEND provision has been difficult to secure. Numerous schools and providers were approached but none had capacity to engage with HAF at that time.

We asked our mainstream providers if this was something they could look to accommodate and a number trialled this but unfortunately, not all of those with complex needs could not have their needs met.

This is something the HAF team is keen to secure and is working tirelessly to have this in place.

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2023**



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Looking forward

We feel very positive and excited for HAF in 2024/2025 and will strive to continue to drive up standards and ensure HAF is valuable and enjoyable for all.

There are a number of goals and aims for the next year of HAF. These include but are not limited to:

- Secure specialist SEND provision – discussions are underway with a local provider to offer HAF provision to SEND children in the second half of 2024.
- Encourage better and consistent attendance at HAF clubs – we will continue to pursue and implement the 3 strike policy and discuss at length with providers ways to promote better attendance, such as attending parents evenings at the school where they operate. We as a local authority will continue to promote the benefits of attendance to parents/carers/guardians and highlight the effects of non-attendance.
- Design and implement a parent/carer survey to understand the value that families place on HAF and how it has supported both them and their children.
- We also aim to develop and facilitate a way young children/ those that attend can have their say and feedback on HAF.
- Increase the take up and the HAF offer for Secondary aged children, which typically has lower booking and attendance figures.
- Continue to develop the HAF programme and offer enriching and interesting visits and provision for all eligible children.

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With thanks to:

All our wonderful HAF/Holiday club providers (a full list is included in the appendices)

West Berkshire Libraries

West Berkshire HAF steering committee

West Berkshire comms and graphics colleagues

A-Life

Rainbow Factory/The Wonder Company

Chloe's Mobile Farm

Berkshire Reptile Encounters

MF Dance

Dealmaker - Dish up!

**HAF
2023**



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Appendix 1

Full list of providers

Cross fit
Go Beanies
Get Active
JG Tennis
Usports
Next Thing
Playsport
Wild Wood Club
Innov8
Lets Leap
Virtu
MNR Coaching
Funtastic Kids
Baily's Comets
Whitelands School Club
Andrew Simpson Centre
Berkshire Youth
Community Youth
Inspire Learning
Hungerford Youth
Mighty All Stars

List of schools/Sites

Trinity School
Westwood Farm Schools
Thatcham Park C.E. Primary School
Garland Junior School
St Nicholas C.E. Primary
Bradfield School
Bradfield College
Spurcroft Primary School and Nursery
Hungerford Primary
Long Lane Primary School
Birch Copse Primary School
Burghfield St Marys C.E. Primary
The Calcot Schools`
The Winchcombe School
Springfield Primary School
Falkland Primary School
Kennet Valley Primary School
Francis Baily
Whitelands School
Elstree School
Lambourn C.E. Primary School
Northcroft Leisure Centre
Waterside Centre
Hungerford Community Centre
Newbury Tennis Club
Cotswold Sports Centre
Denefield School
Pangbourne Primary School
Greenham Community Centre



Appendix 2

Snapshot of our current webpage

Holiday Activities and Food (HAF) Programme

About the HAF programme for 2024, as well as videos from our 2021, 2022 and 2023 programmes.



There are free holiday club places available for children and young people eligible for free school meals. This opportunity is provided as part of the government's expanded Holiday Activities and Food (HAF) programme being delivered across West Berkshire, which also covers the Christmas holidays.

The aim of the HAF programme is to support children to eat more healthily, be more active over the school holidays and have a greater knowledge of health and nutrition, as well as being more engaged with school and other local services.

The scheme provides enjoyable activities and nutritious meals for primary and secondary school aged children who are eligible for benefits-related free school meals.

Check out our videos at the bottom of this page to learn more about what to expect at our HAF camps!

[Click here for answers to our most commonly asked questions \(142KB\)](#)



Getting involved - HAF 2023/24



Eligible children will be able to access sessions throughout the holidays, at no cost to you. The sessions will include a variety of fun and enriching physical activities, including sports, music, arts and other exciting opportunities to learn and develop skills, alongside a nutritious meal each day. Nutritional resources will also be made available to children attending the sessions.

The holiday club places will be available for the equivalent of at least four hours a day, four days a week, six weeks per year: one week in the Easter holidays, four weeks in the summer holidays and one week in the winter break. See the [HAF Information Poster \(1MB\)](#) for full details.

To find out if your child is eligible and how to book a place, please contact your child's school or contact the HAF team.

Please find a list of schools and providers that offer HAF provision during the school holidays below and their respective booking links.



Bookings NOW OPEN for Summer HAF 2024!!

- [Snettisham C of E School - Get Active Sports](#)
- [Hatchem Park Primary School - Get Active Sports](#)
- [The Winchcombe School - MNI \(CODE: NewburyHAF24\)](#)
- [Calcat Schools - MNI \(CODE: CalcatHAF24\)](#)
- [Limbourn Primary School - MNI \(CODE: Limbourn HAF24\)](#)
- [Berch Copse School - Next Steps Education \(account registration required\)](#)
- [Hemphry Primary School - Next Steps Education \(account registration required\)](#)
- [Long Lane Primary School - Mighty All Stars \(booking link to follow\)](#)
- [Andrew Simpson Centre - Reading](#)
- [Northcott Leisure Centre - Playport](#)
- [Willink Leisure Centre - Playport](#)
- [Springfield Primary School - FunFablic Kids \(Code: Westberks\)](#)
- [Burghead St Mary's Primary School - FunFablic Kids \(Code: Westberks\)](#)
- [Fulford Primary School - FunFablic Kids \(Code: Westberks\)](#)
- [Francis Bailey - School-led only \(Francis Bailey pupils only\)](#)
- [Whiteknights School - School-led only](#)
- [Spurcroft Primary and Nursery School - WWC \(via email\)](#)
- [Waterwise Centre Newbury - Berkshire Youth - Primary Aged \(via email\)](#)
- [Waterwise Centre Newbury - Berkshire Youth - Secondary Aged \(via email\)](#)
- [Mungerford Youth Community Centre](#)
- [Washdown Farm School - On Mearns \(via email\)](#)