

# **Holiday activities and food programme**

**Resource toolkit for local authorities**

**March 2022**

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## Summary

This resource toolkit provides information for local authorities as they design their Holiday Activities and Food (HAF) provision. It has been produced to signpost local authorities and HAF holiday club delivery partners to some of the support and resources available to enhance provision.

This document summarises a selection of different types of external stakeholders and what they have to offer. It does not detail all available support or resources for local authorities and holiday club delivery partners to access. Inclusion of certain resources should not be seen as endorsement of one organisation over others, and local authorities are not required to include all of these resources in the design of their HAF programmes.

## Who is this resource pack for?

Local authorities and those delivering holiday clubs as part of the HAF programme.

## Context

The Holiday Activities and Food programme offers free holiday club places to young people eligible for free school meals. These young people will be offered free places for the equivalent of four weeks in the summer holidays and a week at Easter and Christmas. They can enjoy fun activities that will enable them to develop new skills, take part in creative and physical activities, learn about food and cooking and enjoy free nutritious meals each day.

Local authorities are asked to offer free holiday club provision to all young people receiving benefits-related free school meals in their area. They are not all expected to attend as the provision is voluntary. The provision can also be extended to other children through paid for places.

More information regarding the programme, including the role of local authorities, the framework of standards and grant payment arrangements can be found at: [Holiday Activities and Food programme 2022 \(gov.uk\)](#).

We have published a voluntary code of safeguarding practice for out-of-school settings (OOSS). The non-statutory code of practice covers advice on what policies and procedures providers should have in place for health and safety, safeguarding and child protection, staff suitability, and governance. Guidance for parents and carers is intended to help parents choose a safer setting for their child.

[Keeping children safe in out-of-school settings: code of practice – \(gov.uk\)](#)

Providers of out-of-school and holiday activities operate from a range of premises, including schools, other regulated educational institutions and other community premises such as village halls. We want to ensure, with these coronavirus protective measures, that all providers are able to open.

[Protective measures for holiday or after-school clubs and other out-of-school settings for children during the coronavirus outbreak – \(gov.uk\)](#)

We would encourage you and your providers to share and communicate activities in your areas on social media via #HAF2022.

## Childcare Works

Childcare Works is a partnership between Mott MacDonald and Hemsall's, who will be working with LAs to identify how things are progressing and which gaps they can fill in terms of support. To prepare, they have looked at the pilot learning and evaluation and listened intently to the experiences of those involved in delivery so far. Childcare Works have experience around:

- Activities, childcare and other services for children 0-18 years-old
- Planning in a local authority context, with commissioned services
- Sufficiency mapping, and identifying risk and gaps
- Reach and engagement strategies
- High quality, Ofsted registration and inspection, and safeguarding
- Food, health and wellbeing
- Legal compliance, health and safety and COVID-19
- Reach and engagement in disadvantaged communities
- Meeting the needs of all children, including those with SEND

### Key features of the support offered:

- LA HAF coordinators will have a named **Childcare Works HAF Adviser** to link with for the purposes of keeping in touch and identifying support.
- The Childcare Works **helpdesk** is run by the coordination team and open Monday to Friday 9am to 5pm for queries and questions. LAs have been given the helpdesk contact details directly.
- Working alongside DfE to **appraise data returns and identify common themes** and support needs, as well as collecting some data and progress feedback ourselves.
- **Programme of adviser and expert input** through one-to-one support, cluster meetings, and online training sessions and webinars.
- **Universal support** most useful for you and identifying areas where there is greater need for improvement, to help make that happen through **improvement plans**.
- Disseminating useful **information** to benefit programme delivery and using a HAF Knowledge Hub site for you to share information and resources, templates and models, and to connect with each other for **peer-to-peer support**.
- **Expert pool** on hand, when needed, for specialist advice on aspects such as SEND, safeguarding, parental engagement, Tax Free Childcare, sufficiency, and food standards etc.

## **Department for Education – LA Support team**

The Department for Education will be working closely with Childcare Works to provide you with as much support as possible throughout 2022.

The LA support team will continue to attend regional group meetings, drop-in sessions and information sessions. Your lead contact in the team will also support with enquiries where needed and attend one-to-one meetings between LAs and Childcare Works where helpful. We will also continue to share weekly comms emails, good news stories and policy and guidance updates.

## Food and Nutrition

Food plays a major role in the HAF programme. However, HAF is about more than just the food itself. It's an opportunity to learn about food and nutrition, for young people to build an understanding of healthy food, to get stuck in and make a meal, or even grow their own food.

Evidence shows that what happens in the HAF programme can have an impact in the home. Last year we saw a number of organisations provide young people with ingredient boxes and recipe cards to make meals at home with the rest of their family.

The following organisations provide sources of information about nutritional education as well as recipes and ideas for families.

### Office for Health Improvement and Disparities

The Office for Health Improvement and Disparities (OHID), formerly Public Health England, have a range of totally free, orderable and downloadable nutrition and physical activity resources that may be useful for HAF providers and aid the running of sessions. These include:

#### Nutrition

- A Food Scanner App has been created to enable the user to scan their favourite food and drinks, see how much salt, sugar and sat fat is inside, and will then suggest healthier alternatives. It is interactive and is designed to be fun for parents and children alike and used as a family. You can download the Food Scanner App [here](#).
- order the [Top Tips leaflet](#) for children to send home to parents with simple ideas on how to keep their families healthy by eating well and moving more.
- There are also a range of [recipe cards](#) as well as a [cooking tips toolkit](#) and a [healthier eating toolkit](#) available to download

#### Physical Activity

- The [Children's Healthier Eating Toolkit](#) is a downloadable pack that contains 10 easy to run, fun activities to do with children, each centred around healthy eating.
- [Play leader activity pack](#) that encourages children to lead other children in activities
- [PE lesson plans](#) which are perfect for quick warm up activities or wet play sessions

Further free resource are available on the [Campaign Resource Centre](#) and [School Zone](#), so be sure to check them out.

### British Nutrition Foundation

Free education resources for teaching young people aged 3-16 years about where food comes from, cooking and healthy eating, and teacher training. Recipes – to support

learning about handling a range of ingredients, food skills and cooking techniques.

[Recipes – Food – a fact of life](#)

Activity suggestions and resources to use to engage with parents and carers.

[Parental engagement – Food - a fact of life](#)

### **Full Time: Get cooking with Marcus and Tom**

Marcus Rashford and Tom Kerridge have set up 'Full Time: Get Cooking with Marcus & Tom'. They want to help give children and families the skills and confidence to cook good, proper food in their own kitchens, using the equipment available to them. They hope to encourage children and their families to be creative, have fun and spend valuable time together cooking and eating.

As part of the year-long programme, Tom Kerridge has created 52 easy recipes. They are available in various forms from selected supermarkets every Sunday morning. Each recipe will also feature a QR code linking to the [Full Time Instagram page](#) where users can access tutorial videos. Parents are encouraged to try the recipes and share their results via Instagram using the hashtag **#fulltimemeals**. [FULL TIME MEALS - TOM KERRIDGE](#)

### **Kitchen Social's response to the 'Take & Make' initiative**

Taking inspiration from the recipe kit box phenomenon, Take & Make aims to get children in London learning to cook in their homes and spending time with siblings and parents. The initiative was designed in direct response to the Covid-19 crisis allowing healthy food to be delivered to homes regardless of the lockdown status. [Kitchen Social - Take and Make \(mayorsfundforlondon.org.uk\)](#)

### **Food standards**

Providers must provide at least one meal a day (breakfast, lunch or tea) and all food provided at the holiday club (including snacks) must meet [school food standards](#). Our expectation is that the majority of food served by providers will be hot. However, we acknowledge that there will be occasions when this is not possible and a cold alternative may be used.

All food provided as part of the 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.

## Sport and Leisure

The Chief Medical Officer in England recommends children do at least 60 minutes of activity every day. We want children and young people to enjoy all the benefits that come from being active.

Below is a list of organisations and resources to help get children and young people active with activities that will boost their health and wellbeing.

### Active Recovery Hub

Sport England and the Youth Sport Trust have developed an excellent online portal where you can find ideas for over **400 activities** for different age ranges and different times of the day. There is a huge variety of activities from dance to athletic challenges and so much more!

[Your School Games - Active Recovery](#)

### Youth Sport Trust

The Youth Sport Trust is a charity aimed at improving children and young people's education and development through sport and play. They have created a range of resources to keep children and young people active.

<https://www.youthsporttrust.org/resources/search>

### HAF Active (HAF alliance)

This organisation has created useful top tips and lists of organisations to approach in order to support physical activity in their HAF programme. [HAF Active](#)

### Active Partnerships

[Active Partnerships](#) are individual county level organisations that work collaboratively with local partners to create the conditions for an active nation. There are 43 Active Partnerships across England that seek to make active lifestyles the social norm for everyone and address the levels of inactivity in society. They do this by creating an in depth understanding of the needs of the local community, brokering cross sector partnerships, supporting the development of a welcoming and inclusive workforce, engaging communities and share learning of what works locally.

### Local leisure facilities and sports organisations



We know local authorities have a central role to play when it comes to the provision of community sport and recreation. From local parks to leisure centres, they provide opportunities for local communities to be active and to participate in grassroots sport and recreation of all kinds. Supporting grassroots sport and recreation is an important means of delivering improved public health at a local level. We would encourage you to engage with your local leisure centres & sports clubs and find out if there is a way you can link up and support each other's initiatives.

## **School Games Organisers**

Funded by Sport England and delivered by the Youth Sport Trust - You may want to connect holiday clubs with local School Games Organisers (SGOs) as a useful source of knowledge. There are more than 450 SGOs who work across the country to support schools in their local areas. SGOs have several roles and work with schools to deliver the school games as well as to increase activity levels more generally. [Your School Games - Who we are](#)

## Outdoor learning, activities and nature

Outdoor learning is a broad term that includes discovery, experimentation, learning about and connecting to the natural world, and engaging in adventure activities and outdoor sports. Outdoor Learning helps people of all ages, backgrounds, and abilities to reflect and learn about themselves, each other, and their environment. The positive memories and lasting benefits impact academic achievement, new skills learning, personal and social development, care for the environment, career and professional development, wellbeing, and mental health.

### Institute for Outdoor Learning

The Institute for Outdoor Learning supports individuals and organisations who use the outdoors to make a difference for others. Their mission is to increase participation in outdoor learning and recognise and improve the quality of provision in the UK. They can be contacted at: [institute@outdoor-learning.org](mailto:institute@outdoor-learning.org). You can find local organisation members here: [Organisational Members \(outdoor-learning.org\)](https://www.outdoor-learning.org/organisational-members)

### Council for Learning Outside the Classroom

You can download a free guide about how to use learning outside the classroom to deliver learning in school grounds and your locality, as well as COVID safe practices: [Get Outside Toolkit | Council for Learning Outside the Classroom \(lotc.org.uk\)](https://www.lotc.org.uk/get-outside-toolkit)

The Council for Learning Outside the Classroom also awards the Learning Outside the Classroom Quality Badge to high quality providers. This is a national award that combines learning and safety into a trusted accreditation scheme for all types of learning outside the classroom provider: [LOtC Quality Badge - Learning Outside the Classroom](https://www.lotc.org.uk/quality-badge)

### Adventure Activity Licensing Regulations

The Adventure Activities Licensing Authority (AALA) came into existence in April 1996. It is currently sponsored by the Department for Work and Pensions. The Health and Safety Executive is currently designated as the AALA.

Adventure activities licensing ensures that activity providers follow good safety management practices. These should allow young people to experience exciting and stimulating activities outdoors without being exposed to avoidable risks of death or disabling injury.

You can search for a registered activity provider: [Adventure Activities Licensing Scheme \(AALS\) - Looking for a provider? \(hse.gov.uk\)](https://www.hse.gov.uk/aaals/looking-for-a-provider/)

### Adventuremark

Adventuremark is a non-statutory safety scheme devised by the Adventure Activity Industry Advisory Committee ([AAIAC](https://www.adventuremark.co.uk/)) for providers of adventurous activities that are

outside the scope of the [Adventure Activity Licensing regulations](#). AAIAC, have appointed [Adventure Activity Associates Ltd](#) as the supervising body responsible for operating Adventuremark. [Advice for Consumers | Adventure Activity Associates \(adventuremark.co.uk\)](#)

### **Nature Friendly Schools**

Lots of free resources that can be used to help children and young people spend more time getting closer to nature: [Free Resources | Nature Friendly Schools](#)

### **Royal Society for the Protection of Birds**

Lots of great ideas and resources to help kids and families connect with nature, from simple activities they can do at home or at school, to wild clubs, fun articles and family friendly reserves and events. [Nature Activities for Kids | Fun & Learning - The RSPB](#)

### **The Wildlife Trust**

You can find your nearest nature reserve here: [Nature Reserves | The Wildlife Trusts](#)

The Wildlife Trust have a events running throughout Winter:

[Events | The Wildlife Trusts](#)

### **Countryside Classrooms**

Countryside Classroom partners are organisations committed to ensuring all children have the opportunity to learn about and experience food, farming and the natural environment. They have a huge bank of resources that cover a wide range of interests, but can be filtered by age and theme: [Teaching Resources | Countryside Classroom](#)

### **Learning through Landscapes**

Free outdoor learning ideas and lesson plans for curricular led outdoor learning or forest school type activities, which can be filtered by age and theme:

[Outdoor Learning ideas | Outdoor Lesson ideas | Outdoor Learning Resources \(Itl.org.uk\)](#)

## Creativity & Reading

Culture should be an essential part of every child's education, both in and out of school. The government understands that a lifelong relationship with culture should start when people are young.

We want everyone regardless of background to have the opportunity to experience culture. This is because culture opens doors, improves social mobility and has a huge impact on life chances.

Arts, cultural and creative activities provide children and young people with much needed opportunities to:

- Reconnect with each other and their local communities
- Develop their confidence and enthusiasm to re-engage with learning
- Develop new skills and have fun
- Improve their mental health and wellbeing

## Creativity

Spark creativity through these accessible ways to connect young people to the cultural and arts sector.

### Arts Council England (ACE)

ACE will ensure that children and young people from disadvantaged backgrounds are inspired by culture and able to enjoy the opportunities culture offers, no matter where they start in life.

Are you in touch with your Arts Council England Bridge Organisations? They can help connect you with Local Cultural Education Partnerships, arts and cultural organisations and creative practitioners in your area and offer advice and support on finding creative partners and artists: [Bridge Organisations | Arts Council England](#)

### Curious minds

Curious minds have created Local Cultural Education Partnerships (LCEPs) which are local based groups of influential experts, united by their desire to improve cultural education for local children and young people: They can be contacted to further support your HAF provision this Christmas: [Local Cultural Education Partnerships – Curious Minds](#)

## Reading

Dive deep into reading this with these events and activities.

### Local Libraries

You might want to arrange a trip to the local library to get children signed up and shown what is on offer. Many libraries will also be taking part in the reading challenges. [Local library services \(gov.uk\)](#)

### BookTrust: Getting children into reading

BookTrust is the UK's largest reading charity and reaches 3.9 million children each year through books, resources and support to help them develop a lifelong love of reading. BookTrust is national in scale and works in every region in England, Northern Ireland and Wales. They work through every local authority via children's centres, schools, libraries and health professionals to reach families who need them most. [BookTrust: Getting children reading | BookTrust](#)

### National Literacy Trust

[National Literacy Trust](#) is an independent charity working with schools and communities to give disadvantaged children the literacy skills to succeed in life. They believe that by taking coordinated action at a local level to drive up literacy levels, they can support increased educational attainment and employability skills, and improve health outcomes and social capital.

### Book Clubs in Schools

Book Clubs in Schools (BCiS) is running book clubs, in conjunction with Speakers for Schools.

[Get Involved - Book Clubs in Schools](#)

### Reading Well

Reading Well for children provides quality-assured information, stories and advice to support children's mental health and wellbeing. Books have been chosen and recommended by leading health professionals and co-produced with children and families.

[Children | Reading Well booklists | Books | Reading Well \(reading-well.org.uk\)](#)

### Bookmark

Bookmark has produced guidance and support for parents reading with their children:

[Tips for reading with children](#)

Children can also read along with Bookmark volunteers: [Read with Bookmark — Bookmark Reading](#)

## Community and Volunteers

We recognise and greatly value the important role community and voluntary organisations have in supporting HAF. We encourage all local authorities to work with a wide range of partners in the delivery of this programme, be that at a national or local level.

Below are some suggested national organisations that could be approached and an outline of what they can offer.

### National Citizen Service (NCS)

A youth service designed especially for 16 and 17 year olds, the NCS experience gives young people a clearer idea of what they may want from their future. NCS brings together young people, aged 16-17, from diverse backgrounds all across England, to participate in a unique shared experience. It provides the opportunity to mix with a new crowd, learn new skills for life, take on new challenges and build lifelong friendships along the way. NCS builds on learning new skills and working within local communities, turning passion into action.

NCS is committed to working in partnership with all local authorities, to ensure delivery is embedded into the wider offer to young people. They support wider approaches aimed at young people and target provision to those who are disproportionately affected post COVID. Bursaries are available for eligible young people, such as those in receipt of free school meals, with full bursaries considered on a case-by-case basis.

In addition to summer and autumn programmes, NCS also delivers year-round support:

- **Skills Booster:** tools and support for schools to build meaningful and impactful personal development curriculums
- **NCS Connect:** our digital hub for young people, full of bite sized content from debates to life lessons, playlists to fun challenges, creative inspiration and more
- **NCS Changemakers:** thousands of young people across 151 local authorities will be given the opportunity to do good in their communities by dedicating five hours a month to social action.

For a further information about working in partnership with NCS in your local authority area please contact [communityengagement@ncstrust.org.uk](mailto:communityengagement@ncstrust.org.uk)

Website: [Autumn | National Citizen Service \(wearencs.com\)](https://www.wearencs.com)

### School Readiness

The national education charity Achievement for All has developed a comprehensive set of free resources that can be used by schools or community providers that will support the development of character, wellbeing and resilience through HAF activities. Piloted in Brent and Newcastle back in 2019, the **Core Strength** toolkit helps to put the

development of skills for learning into the very heart of HAF provision, with little change to planned activities. A complete pack of high impact downloadable resources, including guides for parents and carers, is also available. These easy-to-access and apply materials can be enhanced by training for provider staff.

Free Core Strength materials:

<https://res.afa3as.org.uk/CoreStrength/AFACoreStrength/index.html>

For more information: [support@afaeducation.org](mailto:support@afaeducation.org)

## Scouting UK

During the holidays, Scouting often takes place via residential experiences, expeditions and day activities. Local authorities may be able to build on the existing scouting programme delivered to paid members to commission local Scouting or national activity centres to welcome young people not yet involved in Scouting, but who meet the criteria for the HAF programme.

Scouts develops skills for life in young people aged 4 to 24 across England. Programmes are delivered by volunteers, using non-formal education in a range of settings to develop specific outcomes, set out in Scouting UK's [Theory of Change](#), including:

- **Adventure:** physically active, healthier lifestyles, with the courage to try new things
- **Skills for Life:** skills to succeed regardless of academic ability
- **Wellbeing:** Happy, resilient and confident
- **Leadership:** Responsible leaders and team players
- **Citizenship:** participate in society as active citizens – locally, nationally and internationally
- **Connectedness:** respecting difference, with more and deeper friendships

These outcomes resonate strongly with the Holiday Activities and Food programme as they focus on children and young people being active, building character and avoiding isolation.

### Benefits for local authorities

Commissioning local Scouting groups to deliver programme places would build capacity in an already established local asset and would allow interested young people to continue participating outside of holiday periods. Being volunteer-led, Scouting UK are likely to be able to reach young people in a cost effective way.

If you would like more information on this programme, please contact:

Liam Burns, Chief Programme Officer: [Liam.Burns@scouts.org.uk](mailto:Liam.Burns@scouts.org.uk)

Asa Gurden, Head of Scout Adventures: [Asa.Gurden@scouts.org.uk](mailto:Asa.Gurden@scouts.org.uk)

Website: <https://www.scouts.org.uk/>

## Girlguiding UK

Girlguiding is a charity for girls and young women in the UK, providing activities, skills and fun across the UK.

Girlguiding in the UK is split into 3 countries and 6 regions, which are further divided into counties – these are similar to, but not always the same as local authority counties.

Girlguiding have a number of activities for different age groups that can also be used in HAF:

### 4-7 years old

- Make your own optical illusion with some simple materials: [rainbows\\_trickandturn.pdf \(girlguiding.org.uk\)](https://www.girlguiding.org.uk/rainbows_trickandturn.pdf)
- In small groups, make the sounds of a rainstorm using yourself as a musical instrument: [rainbows-sounding-stormy.pdf \(girlguiding.org.uk\)](https://www.girlguiding.org.uk/rainbows-sounding-stormy.pdf)

### 7-10 years old

- Build your own obstacle course and test your first aid skills: [brownies\\_first-aidinthe-field.pdf \(girlguiding.org.uk\)](https://www.girlguiding.org.uk/brownies_first-aidinthe-field.pdf)
- Transform odd socks into your very own characters to make a story: [brownies\\_oddsocks.pdf \(girlguiding.org.uk\)](https://www.girlguiding.org.uk/brownies_oddsocks.pdf)

### 10-14 years old

- Make your very own bird feeder using an orange: [guides\\_citrusfeeder.pdf \(girlguiding.org.uk\)](https://www.girlguiding.org.uk/guides_citrusfeeder.pdf)
- Test your tastebuds and make your own food dip: [guidestwist-that-dish.pdf \(girlguiding.org.uk\)](https://www.girlguiding.org.uk/guidestwist-that-dish.pdf)

### 14-18 years old

- Make your own can cooker, perfect for when you need to heat food up outdoors without an oven: [rangers\\_cancooker.pdf \(girlguiding.org.uk\)](https://www.girlguiding.org.uk/rangers_cancooker.pdf)
- Fact or fiction? Play this game in groups to find out which is true or make believe: [rangers\\_factorfiction.pdf \(girlguiding.org.uk\)](https://www.girlguiding.org.uk/rangers_factorfiction.pdf)

Website: <https://www.girlguiding.org.uk/> Regions contact details:

- North West England - [northwesthq@girlguidingnwe.org.uk](mailto:northwesthq@girlguidingnwe.org.uk)
- North East England - [info@girlguidingnortheast.org.uk](mailto:info@girlguidingnortheast.org.uk)
- Midlands - [midlands.headoffice@girlguiding-midlands.org.uk](mailto:midlands.headoffice@girlguiding-midlands.org.uk)
- Anglia - [angliahq@girlguiding-anglia.org.uk](mailto:angliahq@girlguiding-anglia.org.uk)
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- London and South East England - [info@girlguidinglaser.org.uk](mailto:info@girlguidinglaser.org.uk)



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