

**REPORT TO: EDUCATION COMMITTEE - 23 MARCH 2009**

**REPORT ON: PROVISION OF SUPPORT TO OUT OF SCHOOL CARE CLUBS, KIDS UNLIMITED AND THE INCLUSION GROUP**

**REPORT BY: DIRECTOR OF EDUCATION**

**REPORT NO: 177- 2009**

## **1.0 PURPOSE OF REPORT**

- 1.1 This report seeks approval to provide funding to Dundee Out of School Care Network, the Inclusion Group and Kids Unlimited for the delivery of Dundee's Early Years and Childcare Strategy.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Education Committee note and approve the contents of this report and approve the award of funding as outlined in Appendix 1 of this Report and:
- i. approve the funding of grants to 20 Out of School Care Clubs across Dundee which will be disseminated through Dundee Out of School Care Network;
  - ii. approve the provision of funding to support Dundee Out of School Care Network to improve their infrastructure;
  - iii. approve the provision of funding to Kids Unlimited to continue and further develop the support to children affected by a family member's long term illness or disability or drug/alcohol dependence;
  - iv. approve the provision of funding to The Inclusion Group to enable the continued support to children with additional support needs to access out of school care within Dundee.

## **3.0 FINANCIAL IMPLICATIONS**

- 3.1 The full cost of this proposal is £85860 in the current financial year 2008/09. This will be met from funding made available to the Local Authority for Childcare Strategy. A summary of the proposed expenditure is attached at Appendix 1.

## **4.0 MAIN TEXT**

- 4.1 These proposals will enrich and enhance the learning and development of young children in Dundee and will support them and their families to play a full part in society.

- 4.2 The voluntary sector provides a valuable role in increasing and providing access to a range of services to support children and families.
- 4.3 **Dundee Out of School Care Network**  
Out of School Care plays an important part in supporting parents in employment and training and in providing a range of activities for children and young people during out of school hours. Out of School Care clubs have benefited from a range of input aimed at strengthening their infrastructure, improving the quality of provision and supporting the management and sustainability of Clubs, particularly those serving populations on low incomes. There are currently 20 Out of School Care Clubs in Dundee and all clubs are part of a wider Dundee Out of School Care Network which provides opportunities for networking and developing shared solutions to problems and issues. Out of School Care Clubs depend on the voluntary support of parent committees. These committees take on responsibility for a range of tasks necessary for the smooth running of Clubs, including the recruitment and management of staff, the implementation of financial management systems and ensuring the quality of provision. This can be an onerous and challenging task.
- 4.4 A successful Business Management programme has now been developed to remove some of these tasks from parents and enable club managers to operate transparent financial and business systems.
- 4.5 **Business Support Manual and Further IT Back-up**  
In order to support the Business Support System being introduced into clubs it is proposed that funding is awarded to Dundee Out of School Care Network to further develop and support this Business Management System by funding the provision of an Out of School Care club IT Business Support Package Manual and follow up IT support for club managers and committees. (See appendix 1)
- 4.6 **Payroll Support**  
Delivering efficient payroll services within clubs is an onerous responsibility. The service is currently provided by The Scottish Council for Voluntary Organisations and it is proposed to provide further funding to the Network for this service. The funding will cover part of the cost for this service to enable clubs to continue to access a consistent and accurate payroll service.
- 4.7 **Out of School Care Grants**  
The 20 Out of School Care Clubs in Dundee provide a highly valued service to parents who are in work or training. Clubs depend on income generated by fees and often struggle to break even over the course of a year. It is proposed that clubs apply for a grant which will enable them to improve quality within their setting and which falls within set criteria.
- 4.7 **Kids Unlimited**  
Kids Unlimited offers a free group work service to young people aged 9- 13 years who are living in a household where a family member has a disability, a mental health problem, HIV/AIDS, a drug or alcohol related problem or a bereavement.
- 4.8 The/

- 4.8 The aim of Kids Unlimited is to allow the young people an opportunity to have “time out” from their difficult circumstances to enjoy some fun, whilst having the undivided attention and support of a dedicated team of workers and volunteers. Some of these children and young people may find it difficult to participate in local out of school care clubs or other community based groups because of their circumstances.
- 4.9 As a result of funding from childcare strategy funding over a number of years, Kids Unlimited continues to offer a service to 36 young people. Referrals are made from Social Work, Health, Education as well as some voluntary groups. The key elements of this service are a range of preventative measures and respite but other services include provision of a Reading Library, Bereavement Support, One to One Support, Training and Peer Mentoring.
- 4.10 As part of this proposal Kids Unlimited plan to further develop their current service and move towards a model which explicitly identifies and evaluates outcomes for the children accessing the service, with a view to supporting children to use other community facilities in the longer term. The Out of School Care Co-ordinator will support the project and will monitor the development of the service and use of funding. Kids Unlimited should also strive to seek funding via other streams in the future.
- 4.11 It is proposed to provide funding of £ 28160 (see Appendix 1) for the financial year 2008/09. During this time it is agreed that the work of the project will be evaluated and the impact of the service will be measured. Any future funding would be dependent on evidence of impact and the ability to integrate children into other community activities.
- 4.12 **The Inclusion Group**  
The Inclusion Group is a Dundee based registered charity established since 1994. The vision underpinning the Inclusion Group’s work is “to ensure that all children no matter what their ability could and should play and learn together”. Since the start of the Project in January 2001, the Inclusion Group has worked closely with Dundee Out of School Care Network to develop links with individual clubs in which children are to be placed. A great deal of ground work has been done to break down barriers and to change attitudes about working with children with additional support needs.
- 4.13 In order to further develop and enhance their service it is proposed that the Inclusion Group works with clubs at two levels. Firstly staff will work within all clubs to facilitate inclusion and difference awareness exercises with children. This training is a fun activity with a long lasting message for children and young people who are the peer group that can make a difference to a child with additional needs. These sessions will run throughout the year and be responsive to a particular club's needs. Secondly the Inclusion Group will deliver specific training to out of school care club staff on topics which have been identified including current legislation and advice and guidance for working with children with additional needs. This will ensure that good practice and inclusion are kept high on the out of school care agenda and enable clubs to encourage children with additional needs to access out of school care. Staff will be more confident in their approach and more able to seek support when necessary.

- 4.14 The Inclusion Group is supported by the Education Department as a key voluntary sector partner and a Service Level Agreement, outlining the terms and conditions of funding, is in place. The Out of School Care Team works closely with each of its voluntary sector partners to ensure that outcomes for children and families are clearly agreed and evaluated.
- 4.15 It is proposed to provide funding of £30000 2008 -09 to allow the group to support this service.

## **5.0 POLICY IMPLICATIONS**

- 5.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality of Impact Assessment and Risk Management.
- 5.2 There are no major issues.

## **6.0 CONSULTATION**

- 6.1 This report has been the subject of consultation with the Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance), Head of Finance and the Director of Social Work.

## **7.0 BACKGROUND PAPERS**

- 7.1 None

Jim Collins  
Director of Education

3 March 2009

## Appendix One

### Dundee Out of School Care Network

<b>Breakdown of Costs</b>	<b>2008 - 2009</b>
<b>Grants</b> 20 clubs x £1000 per club	£20000
<b>Payroll Support</b> 20 clubs at £75/quarter per year	£6000
<b>IT Support</b> The production of 25 manuals to support the BIS Pack financial computer package 25 manuals x £40 Follow up support at £35 per club 20 call outs x £35	£1000 £700
<b>Total Funding Proposed</b>	<b>£27700</b>

### Kids Unlimited 2008 -2009

<b>Breakdown of Costs</b>	<b>2008 - 2009</b>
Project Co-ordinator 35hrs @ APT pt 31	£25566
Employers Costs (Project Co-ordinator)	£2595
Sessional Salaries (9 hours x 52 weeks)	£3477
Staff Training	£205
Staff Expenses	£359
Transport (3 x per wk x 52 wks per year)	£7995
Outing, Activity and Equipment Costs (incl. Residential Trip)	£8200
Insurance (Content, Public & Employer's Liability)	£615
Rent (Incl. Building Insurance)	£5608
Rates	£615
Admin/Office Costs (incl. stationery, postage, equipment etc.)	£512
Gas & Electricity	£1230
Telephone & Internet	£1127
Volunteers Costs (incl. Training & Expenses)	£205
<b>Total</b>	<b>£58309</b>
<b>Total Funding Proposed</b>	<b>£28160</b>

## Inclusion Group

<b>Breakdown of Costs</b>	<b>2008 - 2009</b>
Training Practitioner x 20 hrs/week	£14107
2 Facilitators x 20 hrs / week	£10390
Rent	£2950
Insurance	£1030
Telephone	£530
Stationery, Printing, Postage	£1000
Staff Training	£2000
Administration 7hrs / week	£3505
Travel	£315
Management Fees	£4056
<b>Total</b>	<b>£39883</b>
<b>Total Funding Proposed</b>	<b>£30000</b>