



Reference no

Log no

For office use

Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group

| | | | |
|----------------------|---|--------|--|
| Name of organisation | Langley Fitzurse Primary School After School Club Committee | | |
| Contact name | | | |
| Contact address | | | |
| Contact number | | e-mail | |
| Organisation type | Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify | | |

2 - Your project

| | |
|---|---|
| In which community area does your project take place? (Please give name – see section 3 of the grants pack) | Chippenham Area Board |
| Does your town/parish council know about your project? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| What is your project? Important: This section is limited to 300 characters only (inclusive of spaces). | The project is the six-month pilot of an after-school club for Langley Fitzurse Cof E Primary School, to be offered as part of the school's 'Extended Services'. Funding is required to cover start-up costs. |
| Where will your project take place? | On school premises |
| When will your project take place? | Six-month pilot commencing 28 th February 2011 |
| How many people will benefit from your project? | Up to 80 families / 100 children |
| How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no. | The project responds to the following community needs: maintaining viability of village schools and utilising school facilities out of hours. sections 2.2 & 2.3, page no.12 |

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.

The Parish Council are supportive.

Matches 'Local Agreement for Wiltshire' priority actions: building resilient communities and lives not services. Links with 2006 Childcare Act duty on LAs to secure childcare provision to meet the requirements of working parents.

How did you discover there was a need for your project and how will your project benefit your local community?

Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)

We have undertaken a two-stage assessment of the likely demand among parents of children currently attending the school. The first questionnaire was sent to all parents (one per family) and was designed to identify those who had an interest in using the facility. The second questionnaire was sent to the positive respondents from the first questionnaire, and aimed to determine the likely pattern of use each afternoon. This provision will enable families greater flexibility and potential to increase their incomes; it will provide a safe and familiar setting for children to enjoy their leisure time constructively; and it will build stronger links between families in the community.

Any other information about your project.

The benefits of after-school clubs for children, parents and the wider community have long been established and there is a significant body of evidence that these clubs can boost young people's confidence and attitudes to learning, and in some cases even improve attendance and behaviour.

This pilot is well supported by staff, governors and school community (see supporting statements). We have also drawn on the expertise and experience of a range of people who have all confirmed that they are happy to provide ongoing support and mentoring to the ASC staff and committee, including:

Bev Watkins - Manager of the King's Lodge After School Club and Chair of the King's Lodge School Board of Governors; Jo Giles - Childcare Development Officer, Wiltshire Council; Judy Edwards - Extended Schools Coordinator; Catherine Austin (Bolwell) - Manager, The Camp After School & Holiday Club, Malmesbury; Nathan Brown, Treasurer Acorns Pre-School.

3 - Management

How many people are involved in the management of your group/organisation? 5

Of these, how many are:

| | | | | |
|---|-------------|--------------------------------|---------------|--------------------------------|
| Over 50 years | Male | <input type="text" value="1"/> | Female | <input type="text" value="0"/> |
| 25 – 50 years | Male | <input type="text" value="1"/> | Female | 3 <input type="text"/> |
| Under 25 years | Male | <input type="text" value="0"/> | Female | <input type="text" value="0"/> |
| Disabled People | Male | <input type="text" value="0"/> | Female | 0 <input type="text"/> |
| Black and Minority Ethnic people | Male | <input type="text" value="0"/> | Female | 0 <input type="text"/> |

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Our goal is to run a high-quality facility that provides pupils of Langley Fitzurse Primary School with a secure, stimulating educational and play environment out of school hours, and an affordable service to parents and carers. As the service will be fee-paying we anticipate the club being self-sustaining after a pilot period of six months when we can accurately predict usage and have established a reputation and profile in the school community.

If you were not awarded the full amount requested, what would be the impact on your project?

The club would only be able to operate for 3 months which would not be sufficient time for the service to become established or to ascertain the true need for or value. Furthermore, it would be difficult to consider this initiative again if this pilot was perceived to have failed and this became a part of the school's history.

How will you know whether your project has made a difference in the community?

At the end of the pilot period we are planning to send a satisfaction survey to parents using the service. We will also be sending out questionnaires to all school parents, including those of new entrants starting Sept 2011 to assess how (if) this service provision has changed their perception and/or satisfaction with the school, and to identify the broader benefits to the school and community.

The ASC will apply for voluntary registration with Ofsted after the pilot.

Have you contacted Charities Information Bureau for help with your application/ to seek funding?

Yes

No

To who have you applied for funding for this project (other than Wiltshire Council)?

The Parish Council, Rotary Club of Chippenham, Chippenham Lions, PTA, Haine & Smith Charitable Trust

Have you been successful?

Yes

No

Have you or do you intend to apply for a grant from another area board within this financial year?

Yes

No

If yes, please state which ones.

Are you in receipt or anticipating other funding from Wiltshire Council for this project?

Yes

No

4 - Information relating to your last annual accounts (if applicable)

Year ending:

Month:

Year:

A - Total income:

£

B - Minus total expenditure:

£

Surplus/deficit for year: (A minus B)

£

Free reserves held:

£

5 - Financial information

| Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc. | | Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C) | | |
|---|---------------|--|-----|---------------|
| | | | P/C | |
| Salaries (£334.75 pw x 18 wks) | £6025.50 | Own fundraising/reserves | | £ |
| Food (£30 pw x 18 wks) | £540 | PTA fundraising | C | £250 |
| CRB checks (2 x £36) | £72 | Parish/town council | | £ |
| Storage (Shed and plastic boxes) | £270 | Pending | P | £100 |
| Games & puzzles | £150 | Trusts/foundations | | £ |
| Resource books | £100 | Haine & Smith Trust | P | £500 |
| Sports equipment | £75 | In kind | | £ |
| Kitchen equipment | £290 | | | £ |
| Stationary | £100 | Other | | £ |
| | £ | Registration fees (6 x £15) | C | £90 |
| | £ | Registration fees (7 x £15) | P | £105 |
| | £ | User fees (estimated 50% - | | £ |
| | £ | £166.75 pw x 18 wks) | P | £3,001 |
| Total Project Expenditure | £7,622 | Total Project Income | | £4,046 |

| | |
|---|----------------------------|
| Total project income B | £4,046 |
| Total project expenditure A | £7,622 |
| Project shortfall A – B | £3,576 |
| Award sought from Wiltshire Council Area Board | £3,576 |
| Bank Details | |
| Please give the name of the organisations' bank account e.g. Barclays | HSBC |
| Please give the title name of the organisations' bank account e.g. current | Schools & Colleges Account |

6 – Supporting information – Please enclose the following documentation

Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?

- a) addressing a lack of affordable & educationally sound care provision for working parents of school-aged children living in Chippenham villages.
- b) enabling prospective parents to consider this school where after-school care is a factor in their decision-making, including those on low incomes.

b) How does your project work to promote inclusion, participation and good community relations?

We believe that enabling working parents to collect their children from school fosters a stronger home-school partnership and increases parental engagement in the school (and wider community).

c) Is your project targeted at a specific group? If yes, please tick any of the following which apply

- Under 25's Over 50's
- Mostly or all men/boys Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

8 - Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Public Liability Insurance
 - Equal opportunities Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date:

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team