



## Provider information – helping you to promote your activities and useful additional information

This information provides you, as one of our authorised providers, details of how to:

- Promote your activity offer
- Guidance on how to make it easy for parents/carers to book places
- How Solihull Council will communicate the programme to parents/carers of eligible children

### Useful tools and information for you

#### **Solihull Council HAF provider webpage**

Up to date information to support your involvement, please refer to this page if you have any queries on the programme <https://www.solihull.gov.uk/children-and-family-support/Holiday-Activities-Food-Programme>

If this page does not answer your question, please contact [hafsolihull@solihull.gov.uk](mailto:hafsolihull@solihull.gov.uk)

#### **Logo**

Please use the logo on your website and any associated marketing activity you do, including social media. If you have any queries please get in touch, [hafsolihull@solihull.gov.uk](mailto:hafsolihull@solihull.gov.uk)

#### **Use this wording on your website and other promotional activity**

The Solihull HAF programme is aimed at children in receipt of benefit-related free school meals (FSM). If your child receives this pupil premium then they will be eligible to attend HAF holiday clubs for free. You will have received a letter to show proof of eligibility that you can show the holiday club at the point of booking or attendance. There may also be some places available for children who are not in receipt of FSM, but that are vulnerable or have additional needs. If you think that this applies to your child then please contact the holiday club to confirm. Please look out for the Solihull HAF logo or for more information visit the [Solihull HAF programme](#).

#### **Promote your activity offer - what to do**

Use methods such as social media and emails to relevant contacts to tell eligible families about your activities

#### **Social Media hashtag**

To raise the profile of the programme running in Solihull, we would encourage you to use the hashtag **#SolihullHAF** and **#HAF2021** in any social media posts

### How to make it easy for parents to book places

- School communication sent on 29 November 2021, requesting circulation to families, including this HAF Winter 2021 update document.
- Parent/carers – have been issued with a dedicated letter detailing eligibility and how to book directly, in addition to a link to the Social Solihull (Local Offer) website <https://socialsolihull.org.uk/localoffer/winter-activities/>
- Email to all existing FSM eligible families
- Social media awareness – prior to the start of the programme in December 2021, social media posts to raise awareness
- Communications to Solihull Council staff – during November and December 2021

### **Additional information**

#### **Solihull Council HAF parent/carer webpage**

Parent/carer information page for the programme <https://www.solihull.gov.uk/children-and-family-support/Holiday-Activities-Food-Programme>

#### **Solihull Council Local Offer website**

All activity information is located here on this parent/carer focused website

<https://socialsolihull.org.uk/localoffer/winter-activities/>

#### **Solihull Safeguarding Contacts**

##### **Reporting a concern**

As a person who works (paid or unpaid) with children and young people, you have a duty to refer any concerns you may have regarding the welfare of a child or young person in accordance with [Solihull LSCP Multi-agency Procedures](#).

You must refer your concerns to Solihull Children's Social Work Services using the multi-agency referral form below and if you are concerned about the immediate safety of a child or young person you should contact the **Police** on **999**

You can access the Multi-agency referral form by clicking [here](#)

If you think a child or young person is being harmed or is at risk of being harmed, then you must contact Children Social Work Services and tell them your concerns.

You can report your concerns to, or ask for advice from Solihull Children's Social Work Services by calling the **MASH Team** on **0121 788 4300**.

Alternatively you can contact the **NSPCC** on **0808 800 5000** or report your concerns on line via the 'Report child abuse online by clicking [here](#)

If you need to report concerns out of office hours, then please contact the **Emergency Duty Team (EDT)** on **0121 605 6060**

## [Reporting concerns about someone who works with or is in a position of trust with children and young people](#)

If you wish to make an allegation against people who work with children who are paid, unpaid, volunteers, casual, agency or anyone self-employed, then you should contact the Local Authorities Designated Officer (LADO) as soon as possible in cases in which it is alleged that a person who works with children has:

- behaved in a way that has harmed, or may have harmed a child;
- possibly committed a criminal offence against or related to a child; or
- behaved towards a child or children in a way that indicates they may pose a risk of harm to children.

Solihull LADO can be contacted on 0121 788 4310

### **More information**

[Safeguarding children and young people in Solihull](#)

[Solihull Local Safeguarding Children Partnership \(LSCP\)](#)