

Parent/Carer of

Interim Corporate Director: Vicky Schofield
Head of Service: Julie Killey
SEND Development Team
Room 230
County Hall
Wakefield
WF1 2QL
T 01924 306065; E SEND@wakefield.gov.uk
Typetalk calls welcome

Our ref: Summer Playscheme Group 2022

Dear Parent/Carer,

The Summer Play Scheme Group for disabled children and young people between 5 and 17 years of age are once again being organised by Wakefield Council. We have a long track record of successful schemes and receive great feedback from our attendees.

The summer groups will offer children in Wakefield the opportunity to enjoy group activities in a supportive and safe environment. This year's Provider Information is attached and gives more information about each provider, the venue, times and activities available. Each young person is eligible for up to 1 week.

Transport

As in the previous few years, transport to and from the summer groups is **not** provided.

Activities

We are working with partners to deliver a mix of group activities. Please see enclosed Provider Information. Please note that not all of the providers cater for personal care and/or health needs. We will check suitability based on the "All About Me" form completed.

Applications

To apply for a place, please complete in full the Preference Form, "All About Me" and consent form. Due to the high demand for places, we cannot guarantee that everyone who applies will be allocated a place. Places will be allocated based on suitability and availability (on a first come, first-served basis). It is important you tell us which dates your child is unable to attend so we can allocate alternative dates if the preferred week is not available.

If your child already receives support through Specialist Short Breaks, they will not be able to apply for a place on the summer groups.

Your preference form, “All About Me” and consent form is included with this letter. All must be completed in full in order for the application to be accepted. The deadline for applications is Monday 20th June 2022.

Please send completed applications by post or email to:

Post

SEND Development Team
Room 230
County Hall
Bond Street
Wakefield
WF1 2QW

Email

Email the forms to SEND@wakefield.gov.uk and we will acknowledge receipt of your email.

Successful Places

If your application is successful, you will receive a confirmation letter with more information by Friday 8th July 2022.

Payment

The confirmation letter will include information about payment if applicable. All payments **MUST** be made before the start of the summer playschemes.

If your child is eligible for Free School Meals their sessions will be free of charge.

If you require more information or help, please feel free to call on 01924 306065 or email SEND@wakefield.gov.uk

Yours Sincerely,



Arielle Jardenico
Short Breaks Support Manager

Play Scheme Provider Information 2022

Provider	Address	Age	Activities	Days and Times	Approximate Staffing Ratio Staff:Child	Cost per week
Aspire2B	Unit 8a, Calder Vale Road, Wakefield, WF1 5PE	5 – 17 years	We will be running a range of activities including: <ul style="list-style-type: none"> • Baking • Arts and crafts • Games • Movie and popcorn day 	Monday – Friday 10am - 3pm Week 1: 1 st – 5 th August Week 2: 8 th – 12 th August Week 3: 15 th – 19 th August Week 4: 22 nd – 26 th August	Minimum of 1 staff to 2 young people (dependent on need)	£47.00
Carers Trust	Agbrigg & Belle Vue Community Centre Montague Street Wakefield WF1 5BB	5 – 17 years	Fun filled summer days for children and young people with disabilities throughout August 2021 for children and young people up to 17 years <ul style="list-style-type: none"> • Enjoy making new friends • Chances to find different things to be good at • Accessible venue with space to enjoy being active and play games • Specially trained staff available to provide personal care • Support for a wide range of complex needs 	Monday – Friday 10am - 3pm Week 1: 1 st – 5 th August Week 2: 8 th – 12 th August Week 3: 15 th – 19 th August Week 4: 22 nd – 26 th August	Minimum of 1 staff to 2 young people (dependent on need)	£47.00
Endorphins	Lock Lane Sports Centre Castleford WF10 2JU	5 – 17 years	Sport works offer inclusive multi-sports provision. Each session offers 'structured' and 'free play' activities with a mixture of individual and group based activities such as; Football, Basketball, Tail Tag, Cowboys and Indians, Sharks and fishes, Dodgeball, Rounders, Circle games.	Monday – Thursday 10am - 3pm Week 1: 1 st – 5 th August Week 2: 8 th – 12 th August Week 3: 15 th – 19 th August Week 4: 22 nd – 26 th August	Minimum of 1 staff to 3 young people dependent on need	£36.00
Old Quarry Adventure Playground	Sycamore Avenue Knottingley WF11 0PJ	5 – 12 years	Typical activities: Adventure play, bouncy castle, water play, team games, arts and crafts, music, den building, natural construction, tie-dye, campfire cooking, messy play, exciting outdoor environment.	Tuesday – 10am – 1pm Wednesday - 12pm - 3pm Thursday – 10am - 1pm Week 3: 15 th – 19 th August	Minimum of 1 staff to 2 young people (dependent on need)	£18.80

			<p><i>Unable to support children and young people requiring medication</i></p> <p>Please Note: Old Quarry is open access other children will also be able to access the play ground</p>	Week 4: 22 nd – 26 th August		
SENSE	The Rodney Clark Resource Centre Robin Hood Wakefield WF3 3BG	8 - 17 years	<p>The centre has been designed to meet sensory, communication and mobility needs.</p> <p>Activities will be:</p> <ul style="list-style-type: none"> • Arts and Crafts • Trampoline sessions • Use of 2 sensory/ interactive rooms • Music sessions • Computer access • Group games indoors / outside if the weather is good • Table top games and puzzles 	<p>Monday – Friday 10am - 3pm</p> <p>Week 4: 22nd – 26th August</p>	Minimum of 1 staff to 2 young people (dependent on need)	£47.00
Snydale Riding for the Disabled Association	Snydale RDA Commonside Farm WF7 6HE	5 – 17 years	<p>Provide disabled children with great experiences and the opportunity to develop their communication skills and confidence through horse riding.</p> <p>You will spend time with the ponies and enjoy time horse riding.</p> <p>You will also have opportunity to do some arts and crafts.</p>	<p>Wednesday - 10am - 2pm Fridays - 10am - 2pm</p> <p>Group A (will attend both weeks) Week 1: 1st – 5th August Week 2: 8th – 12th August</p> <p>Group B (will attend both weeks) Week 3: 15th – 19th August Week 4: 22nd – 26th August</p>	1 staff to 1 young person	<p>£16.04</p> <p>Cost for group: £31.08</p>
Sportworks	Netherton Village Hall Coxley View Netherton WF4 4LR	5 – 16 years	<p>Fun, exciting activities that will be delivered to meet the needs of the children.</p> <p>Activities will include fun practical games, multi-sport, arts and crafts, dance and inclusive play.</p>	<p>Monday 10am - 3pm Tuesday 10am – 3pm</p> <p>Week 1: 1st – 5th August Week 2: 8th – 12th August Week 3: 15th – 19th August Week 4: 22nd – 26th August</p>	Minimum of 1 staff to 3 young people	£18.00

Stride	Ridings Shopping Centre Unit 10 Wakefield WF1 1DS	5 – 17 years	Stride aims for sessions to be fun, ranging from activities of drama, dance and singing to more sensory play, stories and crafts. The young people are the decision makers in our space, we facilitate what they want to do! Our aim is create a fun and safe space for young people to develop their confidence, communication and engagement.	Monday – Friday 10am – 3pm Week 1: 1 st – 5 th August Week 2: 8 th – 12 th August Week 3: 15 th – 19 th August Week 4: 22 nd – 26 th August	Minimum of 1 staff to 2 to 3 young people	£47.00
WF Youth	Wakefield Youth Work Team Crofton Young People's Centre High Street Crofton WF4 1NF	11 - 17 years	WF Youth aim to offer a youth club style environment with chill out zone, music, films, games and crafts. WF Youth will plan activities and local trips to prepare them for adulthood and develop social skills.	Monday – Friday 10am - 3pm Week 1: 1 st – 5 th August Week 2: 8 th – 12 th August Week 3: 15 th – 19 th August Week 4: 22 nd – 26 th August	Minimum of 1 staff to 2 young people (dependent on need)	£47.00
YPEP	Queen's Mill 1 Aire Street Castleford WF10 1JL	8-17 years	Young People's Empowerment Project offer person-centred fun and exciting activities for children and young people with learning disabilities! Activities available are cookery, arts and crafts, dance, music, sports and technology games. Activities can be created to cater for individual needs.	Tuesday 10am – 3pm Wednesday 10am – 3pm Week 1: 1 st – 5 th August Week 2: 8 th – 12 th August Week 3: 15 th – 19 th August Week 4: 22 nd – 26 th August	Minimum of 1 staff to 2 to 3 young people	£18.00

**Due to funding received for the summer, children eligible for Free School Meals can attend free of charge.

Summer Playschemes – Preference Form 2022

Please complete all sections in full and please print clearly

Does your child require personal care (whilst attending playscheme)? (please √)	Yes	No			
Does your child require medication (whilst attending playscheme)? (please √)	Yes	No			
Is your child entitled to Free School Meals? (please √)	Yes	No			
Which is your child's preferred provider/activity and week? (please √)					
Week 1 – 1 st August to 5 th August Week 2 – 8 th August to 12 th August Week 3 – 15 th August to 19 th August Week 4 – 22 nd August to 26 th August					
Provider / Week	Preference 1	Preference 2	Provider / Week	Preference 1	Preference 2
Aspire2b			Stride		
Week 1			Week 1		
Week 2			Week 2		
Week 3			Week 3		
Week 4			Week 4		
Carers Trust			WF Youth		
Week 1			Week 1		
Week 2			Week 2		
Week 3			Week 3		
Week 4			Week 4		
Endorphins			Sport Works		
Week 1			Week 1		
Week 2			Week 2		
Week 3			Week 3		
Week 4			Week 4		
YPEP			Old Quarry		
Week 1			Week 3		
Week 2			Week 4		
Week 3			SENSE		
Week 4			Week 4		
Snydale RDA			Places will be allocated based on suitability and availability (on a first come, first-served basis). It is important you tell us which dates your child is unable to attend so we can allocate alternative dates if the preferred week is not available.		
Week 1 & 2					
Week 3 & 4					

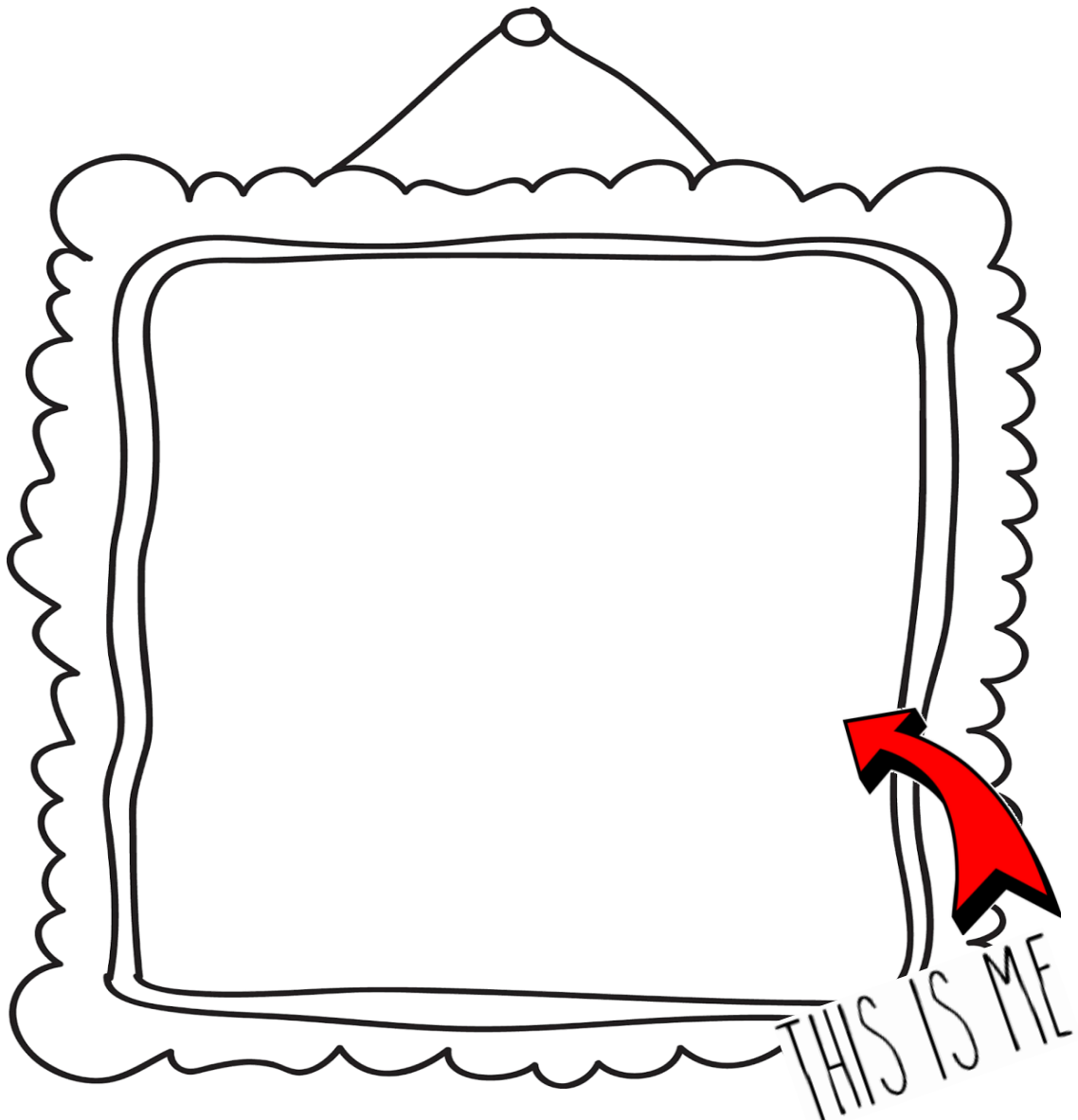
All About Me...

This booklet is to help the staff at group get to know about you, what you like, dislike and what sort of support you may need.

★ Hello, my name is _____

★ My date of birth is _____

★ I am _____ years old



Contact Information

★ My home address is

★ I live with

★ My parent/carers are called

★ My parent/carers contact details are

Name		Name	
Relationship		Relationship	
Phone Number		Phone Number	
Email		Email	

★ My emergency contacts are

In an emergency, if you cannot get hold of my parent/carer please contact

Name _____ Name _____

Relationship _____ Relationship _____

Phone Number _____ Phone Number _____

There might be other people who drop me off or collect me from groups. There details are

Name _____ Name _____

Relationship _____ Relationship _____

Phone Number _____ Phone Number _____

Likes and Dislikes

★ My favourite toys, games, interests and activities are

★ These are some of the things that fascinate me, or that I can't resist

★ Some things that make me happy are

★ Some things that make me frightened or anxious are

Communication

★ Please communicate with me like this (eg Speech, BSL, Makaton)

★ Please approach me like this

★ I will let you know how I'm feeling by

★ This is how I will show you if I'm hungry or thirsty

★ This is how I will show you if I'm not well or in pain

★ This is how I will show you if I need help with my personal care

My Safety

★ I do not always understand that something and situations could be dangerous. Here are some examples

★ For me to feel safe I will need you to

★ To keep me safe when I am going outdoors I will need you to

★ To keep me safe when I am indoors I will need you to

★ To keep myself and other people safe you need to know that I might

★ This is how I play with other children and adults

My Health

★ I have a diagnosis of

★ I need to take medication whilst I'm at group

Yes	No

★ The medication I need is

This is about the medication I need to take

Name _____

Name _____

Time _____

Time _____

Amount _____

Amount _____

This is how I take my medication (eg oral syringe, spoon, gastronomy)

You might need to help me take my medication (eg prompt, gastronomy)

My Health

★ I sometimes need to take emergency medication

Yes	No

★ My emergency medication is called

★ My emergency medication is for

★ I will bring my emergency protocol/epilepsy passport with me

Yes	No

I know that if I do not bring my emergency protocol/epilepsy passport with me and I become unwell I will have to go to hospital. My parents/carers will be telephoned using the emergency contact details on this for and they will need to meet me at the hospital.

My Health

★ I need support with my personal care

Yes	No

If yes, please give more information

★ I use a wheel chair or other health equipment

Yes	No

If yes, please give more information (eg when to use the equipment)

★ I do not eat or drink orally / or in addition to my diet I have a gastronomy or other kind of feeding tube, or require a dietary supplement

Yes	No

If yes, please give more information



My Health

★ I am allergic to

★ This is what happens if I have an allergic reaction

★ This is what you need to do if I have an allergic reaction

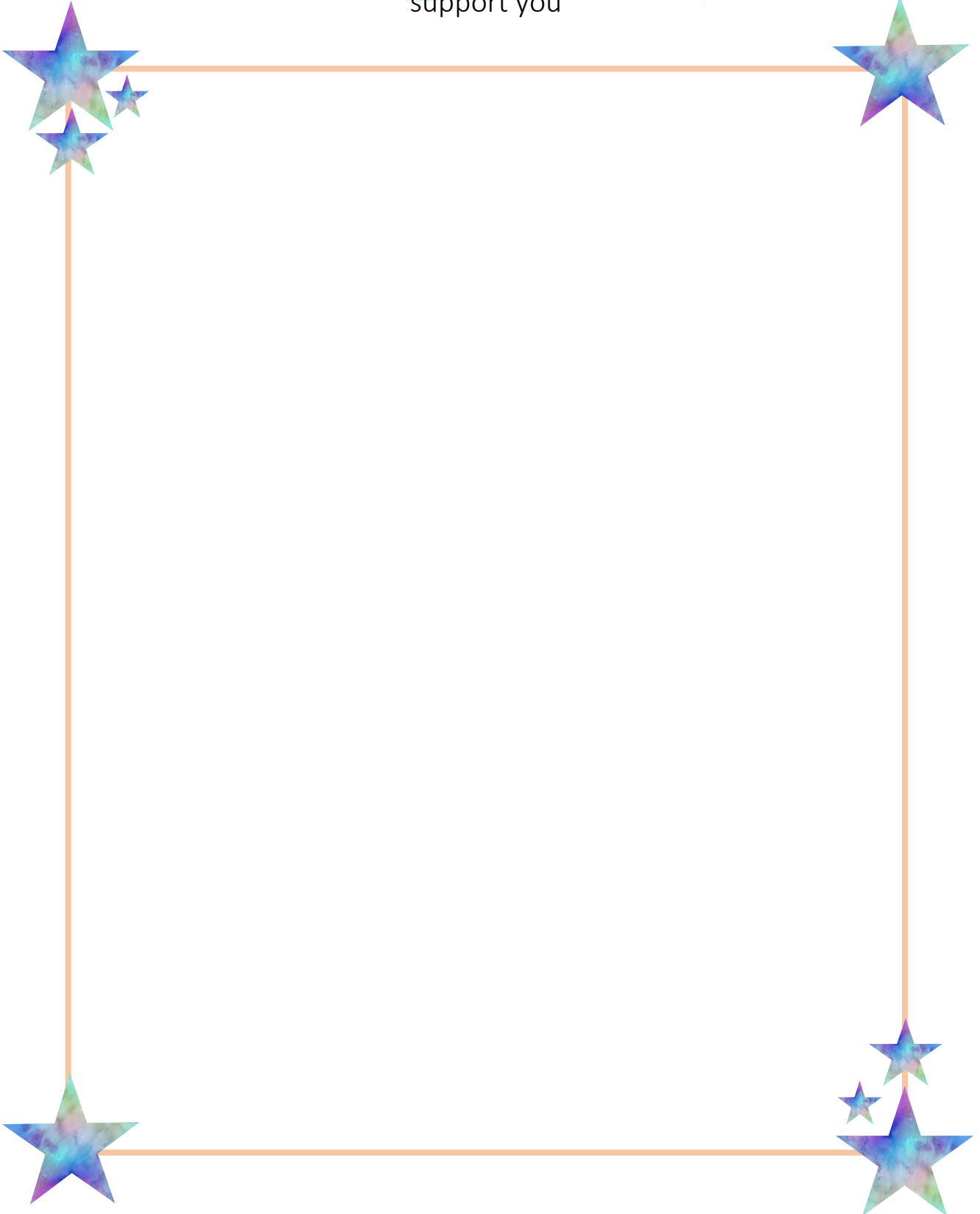
★ I can't have any of the following food or drink

★ This is why I can't have this

★ This is what you need to do if I have this

Additional Information

To help us make sure you have a good time at group please tell us in the box below if there's anything else we can do to support you



The form consists of a large, empty rectangular box with a thin orange border. The box is intended for providing additional information. The corners of the box are decorated with colorful, multi-colored stars. There are three stars in the top-left corner, one in the top-right corner, one in the bottom-left corner, and three in the bottom-right corner. The stars are in shades of blue, purple, and green.

Group Activities/Holiday Group Consent Statement

Wakefield Council's Children & Young People Directorate deals with personal data under the Data Protection Act 1998. Some of these may be sensitive, such as health, ethnic origin or religious beliefs. We share some or all of them with other council departments, Service Providers or other third parties. When involving any third party we shall take all reasonable steps to ensure that they will keep your personal data secure and treat it confidentially. If you are worried about giving us personal details or about sharing them with others, please discuss this with a staff member who will explain what to do.

This consent statement is addressed to the child or young person. Please therefore read 'you' as meaning 'your child' if you are the parent/carer. This must be signed by the parent/care on the child or young person's behalf.

This information will be securely destroyed by 31st August 2022.

Group Activities/Holiday Group is asking you to consent to the following:

1. For Group Activities/Holiday Group to store your personal information, such as your address, what medication you receive, and all the other information that you give us. To safely work with disabled children, young people and their families, Group Activities/ Holiday Group has to store personal information about you. Without your agreement to this, Group Activities/ Holiday Group cannot work with you.
2. In the event of an emergency for Group Activities/ Holiday Group to take appropriate action, if necessary administer first aid, call the emergency services, and contact the people listed on the front of this form. You must agree to this if you are going to be in Group Activities/ Holiday Group care without your parent/carer.
3. For Group Activities/ Holiday Group to share your personal information only if we need to. You do NOT have to agree to this. However, to meet your needs Group Activities/ Holiday Group may want additional advice or support from other professionals, such as speech & language therapists, educational psychologists, health visitors etc. With some Group Activities/ Holiday Group services, if you do not agree to this it will reduce the support that Group Activities/ Holiday Group can give you.
4. For Group Activities/Holiday Group to take, and use photographs and/or video of you for publicity purposes. You do NOT have to agree to this. However if you do not agree, you may be asked to sit out of an activity for a short time while other young people are being photographed or videoed. This time will be kept to a minimum.
5. For Group Activities/ Holiday Group staff to administer medication and/or carry out the medical procedures identified on this form. You do NOT have to agree to this. If you do not agree, the medication and medical procedures section of this form should not be completed.
6. For Group Activities/ Holiday Group staff to provide intimate personal care identified on this form. You do NOT have to agree to this. If you do not agree, please be careful to only complete the items in the personal care section of this form that you are happy for Group Activities/ Holiday Group to staff to do.

7. For Group Activities/ Holiday Group staff to apply sun cream and/or oil for massage purposes. You do NOT have to agree to this.
8. For Group Activities/ Holiday Group staff to engage you in face painting. You do NOT have to agree to this.

Consent by Parent or Carer

Please circle as appropriate

1. I agree to Group Activities/ Holiday Group storing my child's personal information
(Must be 'YES' to attend the Group Activities/ Holiday Group)
 Yes No

2. I agree that in an emergency, Group Activities/ Holiday Group will take appropriate action
(Must be YES if no parent/carer will be present)
 Yes No

3. I agree to Group Activities/ Holiday Group sharing my child's personal information with other professionals, as necessary
 Yes No

4. I agree to Group Activities/ Holiday Group taking and using photographs and/or video of my child for publicity
 Yes No

5. I agree to Group Activities/ Holiday Group staff administering medication/medical procedures to my child, as identified on my child's All About Me
 Yes No

6. I agree to Group Activities/ Holiday Group staff providing intimate personal care to my child, as identified on my child's All About Me

7. Yes No

8. I agree to Group Activities/ Holiday Group staff applying sun cream to my child
 Yes No

9. I agree to have my child's face painted

Yes No

10. I agree to keeping Group Activities/ Holiday Group staff informed of any changes to the information on this form

Yes No *(Must be 'YES' while they're accessing groups)*

Signature of parent/carer of the child

.....

Date.....