



Supporting Service Children in Wales Fund 2018/19 Instructions and guidance

Background

The Welsh Government: Supporting Service Children in Wales Fund, has been introduced for 2018/19 to overcome the gap in support available to schools and local authorities as a result of the end of the Ministry of Defence's (MoD) Education Support Fund (ESF). £200k has been made available for the 2018/19 academic year to assist maintained schools in Wales, to mitigate the effects of mobility or deployment of their Service communities; Regular and Reserve. The new fund is administered and managed for the Welsh Government by the Supporting Service Children in Education (SSCE) Cymru Project based at the Welsh Local Government Association.

The SSCE Cymru aims to provide the best possible educational support to children, by ensuring education professionals understand the issues Service children in Wales may face. The project is a Welsh Local Government Association project. For more information see www.sscecymru.co.uk

Successful applications under the previous MOD ESF have been for a wide range of initiatives but have all been able to provide strong evidence of how their proposal would help Service children and the school overcome the effects of mobility/deployment, the bids also demonstrated a good relationship with their Service community.

2018 Guidance

We are seeking bids that will equip Service children with the skills to cope with significant mobility and deployment throughout their schooling as well as bids which deal with the here and now challenges faced by schools. Bids that show long term impact and exchange of knowledge between school staff and between schools will be particularly welcome.

Applications to the 2018 Fund are for one year of funding. Payment will be in September 2018 for academic year Autumn 2018 to Summer 2019. Audits will be carried out by SSCE in September 2019 to check the money has been spent as stated in the application and assess the impact of the scheme.

INSTRUCTIONS

Eligibility

To be eligible for a grant a school, must be in Wales and must have at least one Service child, subject to mobility or deployment (see Criteria).

Applications **can** be accepted from;

- a. Maintained Schools

- b. 6th form colleges
- c. Groups of any schools described above (referred to as 'Cluster bids' and are strongly encouraged)
- d. Local authorities on behalf of the publicly funded schools in their area.

If applying as a cluster an individual school can also submit their own separate bid, provided it is for a different initiative (no double bidding allowed).

Not Eligible

- a. Childcare providers
- b. Colleges of higher education or further education
- c. Commercial organisations or those that would seek to charge for their solution to be provided to a school, for example an organisation could not be awarded a grant to develop a training course which it then charged schools to attend.

Criteria

Schools **MUST** be subject to either significant **mobility** of Service children or have Service children whose parents are subject to **deployments**.

- **Mobility refers to the whole family moving from one location to another resulting in a move of school for the child.**

Implications of Mobility on Service children, Families and Schools

Service Personnel often need to move for career and strategic reasons. They may move as individual families (known as 'trickle posting'), typically every 2 to 3 years or as whole Unit moves. Service children may have changed schools a number of times and it is important to understand the history of that child and seek information from the previous school. They can bring experiences of living in different locations and add a richness and interest to a school's community which should be embraced. There may be gaps in learning, differences in curriculum covered (especially if they come from different devolved region or overseas) or they may have additional learning needs or a disability. Early assessment of the child is key. Individual children may take time to settle in and classes that have high levels of mobility may find it disruptive. Parents may need encouragement to become engaged with the school and be less inclined to participate in the extra activities as they are unfamiliar. Knowing that the school understands and caters for Service children's needs can be a great comfort to parents. Schools may have added administrative burden or funding gaps as a result of fluctuating numbers. Service children can also be adaptable, resilient young people with a pride in their families' way of life.

- **Deployment refers to the Service Person being away from home, either on an operation or a long term training exercise. It does NOT have to mean to a conflict zone.**

Implications of Deployment on Service children, Families and Schools

Deployments can be anything from a month to up to 9 months and can place a strain on family life and have an impact on the education and wellbeing of children. Parents must feel able to inform schools of any upcoming deployments so that the school can effectively assist the child with the challenges. Each child will have a unique way of dealing with or responding to the deployment. Schools can help children and parents through these periods in a number of different ways. Awareness, planning and communication are key. The Service person may have increased periods away before deployment for training, they may come home for a short period of Rest and Recuperation (R&R) mid way through the deployment and finally after the homecoming they will have a period of post operational tour leave (POTOL). Each period can be disruptive to the family routine and can unsettle the child. Schools may wish to help children keep in touch with the parent via skype or e-blueys, or have a named member of staff whom the child can talk to.

The Fund cannot be used for infrastructure projects. Contributions to smaller scale refurbishments, such as adapting current spaces, and indoor or outdoor equipment are acceptable.

Any successful application that requires the hiring of staff should ensure that all parties are aware they are not being employed by the WLGA, but by the successful applicant of the fund.

The award of a grant is not a commitment to further funding and should just be regarded as a one off payment for the application round for which it is awarded.

Applicants are entitled to make one individual bid each and can also be included in a joint or cluster bid with other schools.

Application Form Guidance

Bids to the fund have been for a wide range of projects, schemes, and initiatives and there is no set prescription for a successful bid. The bid needs to show;

- a. what you are going to do
- b. how it helps overcome the effects of mobility or deployment
- c. be evidence based
- d. show value for money
- e. prove engagement with the Service community
- f. identify any longer term benefits.

Extra material should not be included with the application and panel members will not read any additional information. The application will be judged on the content of the form.

Applicants should adhere to the character count and if this is exceeded applications will be rejected.

Application forms must be completed and submitted electronically.

No personal data relating to children should be included.

Application Form Notes for Completion

Note 1. If you are submitting a joint bid please provide a list of **all schools** included in the bid with their address details, last inspection grade and date, total number of children, total number of Service children and admission number.

Note 2. The level of admissions and departures within schools outside that of the standard entry and exit groups for the previous academic year. Either as a number or percentage – please make clear which.

Note 3. Please separate out any parts of the bid and cost them individually to enable the Funding Panel to easily identify partial payments. There may be a delay in funding allocation if a breakdown of costs is not provided or is added up incorrectly.

Note 4. Military sponsors comments. The military sponsor can give context to the Service community in this location, type of units and expected training and deployments, (standard military abbreviations can be used). For example; *Within the Schools catchment is a large multinational Staff HQ with constant trickle postings, or, various units with regular overseas commitments and significant foreign and commonwealth personnel.* Please make reference to any rebasing plans if known. This greatly assists the panel in understanding the Service impact on the school.

Note 5. Due to the high demand of the fund partial funding may be awarded so it is helpful to know the priorities of the bid.

Scoring

The scoring criteria is just for information so applicants are aware what the panels will be looking for.

The Fund is limited to £200k in 2018/19 and is not guaranteed in following years. All bids are reviewed and scored by a Funding Panel made up of Welsh Government officials, SSCE Project Officer and other members.

The panel will not make any assumptions or consider any supplementary evidence. Bids are scored according to the content of the application form only.

Each bid is considered on its merits. No priority is given to one of the bid categories over the other, nor to the success of a previous bid.

There is no appeals process – applications will be based on the content and strength of the bid against the criteria bearing the score in mind. Those applications which are not successful will receive feedback based on the comments from the panel.

Timings

Applications will need to be received by 16:00 on 30 June 2018 – there are no exceptions to this. Any application received after this time will not be considered by the panel.

Each application will receive an acknowledgement along with a unique bid reference number,

which must be quoted in any subsequent correspondence. **It is your responsibility to chase for this unique bid reference if you do not receive it within five working days of submitting your application.**

The applicant must inform ssece@wlga.gov.uk of any change to their email/contact details.

Applicants will be informed of the success, or otherwise, of their application by 16:00 20 July 2018. Payments will commence in September 2018.

Audits

Audits of the 2018 funds will take place in September 2019. Welsh Government/WLGA will request proof of spend of the fund to check it is as per the application and any evidence of its impact.

Help and assistance

Questions and completed application forms should be directed to ssce@wlga.gov.uk