

Aireborough Supported Activities Scheme

Annual Report

September 2019 – September 2020



Registered Charity No. 1167044

ASAS Management Committee

Chris Parapia - Chairperson; Sarah Lee - Vice-Chair; Emma Midgley - Treasurer & parent.
Trustees - Andy Mosby, Jenny Jeffels - scheme volunteer, Kathie Hunter - parent.

The Trustees work hard behind the scenes in order to manage the charity affairs, they meet about 6 times per year and oversee the finances, the running of the scheme and making sure we are compliant with our Charity Commission and Ofsted registration requirements.

Being a Trustee is an important role and comes with responsibilities which they need to be au-fait with, and they are also required to undertake appropriate training to fulfil the role.

We welcome new trustees - anyone who feels they could serve on our committee - parents are particularly welcome.

Chair's Report 2020



In September 2019, with trustee support, Jo and Liam were busy putting together a 3-year tender bid to Leeds City Council for ASAS to provide residential short breaks to children with additional needs throughout Leeds, and also applying for a 2-year grant to run our holiday play schemes and activity days: both of which we are proud to say were successful.

Sian and Zoe were welcomed to replace Joy Winnard and Shahid came on board to provide back-up for Liam with the IT.

The September and October residentials; October and February activity days and our Christmas Activity day all took place and were thoroughly enjoyed.

Background activities such as training (Chris and Sarah did a course on Safer Recruiting) continued and we have been grateful for input from Steve Creighton around Data Protection protocols.

Preparations were well underway for the 1st residential of 2020 in March when COVID-19 struck. We knew so little about COVID at the beginning of March however it was only due to the impossibility of getting hold of the supplies needed for the weekend e.g. FOOD! (remember the panic buying?) that forced our decision to cancel. With the first lockdown, it became clear that the Easter playscheme and spring activities would also have to be cancelled.

Our staff didn't stop working but used the power of social media and email to support everybody associated with ASAS - parents, leaders and volunteers.

Planning began to enable the summer play schemes to go ahead. This was a mammoth task not helped by the fact that the advice on how to be COVID secure kept changing. All children had a difficult time through the months of the first lockdown but for our children and young people, many of whom dislike change and did not understand the reasons they weren't attending school and their normal activities, this was an especially difficult time.

ASAS felt that it was vitally important that we ran a play scheme and everyone did a brilliant job of getting round all the barriers (many other services did not run). The summer scheme was a great success and the Activity days that followed.

The commissioners have been very impressed with the services we have delivered and understand that it couldn't be quite what we tendered for.

This year more than ever, I have felt proud of all the staff and volunteers and being part of ASAS.

What's been happening in the last 12 months?

Well a lot has been happening and not all good, but we've carried on regardless; and I'm pleased to say that all the activities we have been able to run have been successful and thoroughly enjoyed by everyone involved. We've provided 2943 hours of provision to 135 children and young people, not as many as planned but still a reasonable amount under the circumstances.

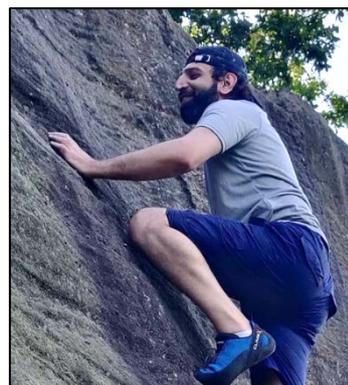
In December 2019 Joy Winnard retired from her role with ASAS, prior to which we set about advertising her role and received several very good candidates with valuable but different skill sets, so we decided to split the role and in January 2020 took on Sian Dempsey as Administrator and Zoe Cartwright as Volunteer Coordinator; we also appointed Shahid Choudry as IT Engineer to assist Liam with the more complicated IT stuff, we've welcomed them all to the ASAS team and they have been proving an asset to us.



Sian



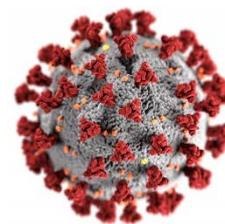
Zoe



Shahid

Coronavirus

Everybody is fully aware of the onset of the Coronavirus at the beginning of the year, this then escalated and in March 2020 a country wide total lockdown was put in place, most services unless they were essential had to close, everyone had to stay at home, work from home where they could and the children weren't able to go to school; so this put a stop to all our planned activities including residentials at Lineham Farm planned for 20-22 March and 24-26 April; and activity days in Spring Bank and our residential at Low Mill for 29-31 May.



During lockdown we tried to keep in touch with everyone as much as we could virtually; we set up WhatsApp groups for the staff and volunteers and one for parents, offering information and support, answering queries and working with other organisations referring families for food parcels and with Leeds CIL setting up temporary PA's for some of our families. These seemed to work well and feedback has been positive.

We started to look at how we might be able to resume our activities as lockdown started to ease and put lots of measures in place to make sure that any provision, we did offer was as safe as could be and Covid secure; we even gained a Certificate for the measures we'd put in place.

We ran some virtual meetings for parents and staff to explain how we would be running things and give people chance to ask questions in order to help them make an informed decision as to whether they were willing to send their child to our schemes or for staff to decide if they were happy to work with us considering the measures we'd put in place. I'm happy to say that we were very much humbled by the number of people who had confidence in us and attended!

ASAS Directory

During lockdown there was so much information going around and it was really difficult trying to keep up to date with everything for us, let alone for our parents who were having to home school their children as well, so Liam decided to put together an online Directory of Services and links to useful websites, feedback was excellent and other organisations contacted us to have their details added; we even made it into the Yorkshire Evening post!



Funding & Fundraising

We worked very hard and put together a bid for a Contract with Leeds City Council (LCC) to fund our Residential Short Breaks from April 2020 for 3 years, it was a rigorous process that we haven't had to undertake previously but we are thankful for the experience; the contract was available open market so any of the large care providers could have put in a bid, so we were ecstatic that we won this.

We also put in for a grant application to fund our Easter and Summer play schemes and 10 Activity days - 8 at Lineham Farm and 2 in the community - bowling, lunch and cinema, again which we were successful in being granted; minus a small amount that had to be shaved off to fit in with their budget.

The funding we receive from LCC covers our basic expenses: to ensure we provide the best possible experience for the children and young people we always spend more than has been allocated, this is why fundraising is still so important.

Co-op Foundation Funding



The year of Coop support came to an end in October 2019, thank you to everyone who helped support ASAS; the grant total from Coop Foundation was £2108.12 and with our own efforts - tombola and collection tins we managed to raise an additional £402.17.



Arundel Travel - support for ASAS



When I went into Arundel Travel in Otley to book my annual holiday, I started telling Helen Parry, the owner, about ASAS and she was very interested in supporting us. They donated lots of gifts for Santa to give the children on our Christmas Activity day and they are raising money during 2020 for us to put on a day trip. The service they

provide is excellent and I would highly recommend them.

For every booking they take in 2020, they will donate £1 to the fund - obviously due to the Coronavirus many people's holiday plans were cancelled or not booked however they have assured me that funds are still being raised.

Christmas Cake Raffle - Christmas Activity Day 7th December

We are very grateful to Seth C's family member for making and donating the cake, we raised a fantastic **£167.16**



Bradford Golf Club - which Chris Parapia is a member of, organised a Ladies Day competition in November which raised **£689**

Ilkley Golf Club - Lady Captain, Kath Chivers, has chosen ASAS to support this coming year from March 2020; she organised a fundraising day on 3rd March which raised a wonderful **£383.30**

Christmas Tree Festival, 11-14 December at Otley Parish Church

We were again fortunate to be one of 40 charities granted a tree to decorate at the festival, in order to collect funds; We dedicated our tree to Caleb Brownnutt, one of our children who sadly died on 15 November 2019 aged 9 years old, so our tree had pictures of him and the story of his life.



The Grove Church and The Grove Ladies Group - organised a concert in March and donated **£185** to ASAS.

Aireborough Rotary Club - I was invited to speak about ASAS at a dinner in December, the audience were very interested in supporting our charity, one member gave us a cheque there and then and we later received a cheque from the club for **£100**.

Parent fundraising

Lucy Marsden, ran a Tuck Shop at her work place and raised an amazing **£325** - she said her colleagues had a very sweet tooth! (well she actually said they were very greedy!).

Anna Harkis ran a Facebook fundraising event for her birthday and raised a fantastic **£550** which exceeded her initial target of **£150**.

Zoe's main role is to recruit volunteers but part of her role is to promote and engage in our fundraising activities, so encouraging people to sign up to our online Easyfundraising, SmileAmazon etc. and also hold fundraising events; this said she had everything prepared and volunteers in place to run a teddy tombola stall at **Ilkley Real Food festival** on Sunday 1st March however it then had to be cancelled due to high winds on the day. Since then we haven't been able to arrange anything else due to Coronavirus and lockdown; so now it's even more important for everyone to sign up to our online fundraising programmes.



Please help ASAS raise funds...

Do your own fundraising event - such as asking your family to donate in lieu of Christmas cards or birthday presents - Facebook usually suggest you do a fundraiser for your birthday.



Raise free funds just by searching and shopping on the internet...



Use Easysearch instead of Google to raise money from searching the internet

If you want to find top quality search results AND raise funds for us, visit our easysearch page at <http://aireboroughsas.easysearch.org.uk> every search raises half a penny for ASAS. Search just 15 times a day and you can raise around £25 a year.



Our Easy fundraising supporters have raised £493.61. Please sign up and raise funds for ASAS by using the following link: - <http://www.aireboroughsas.easyfundraising.org.uk>

Visit www.smile.amazon.co.uk - everything is the same price as on Amazon. ASAS supporters have raised £67.26 so far, keep it going with your Christmas shopping, you can select to use SmileAmazon in your app settings once you've signed up.



Thank you to everyone who has already signed up to any/all of these schemes, please continue to use them and promote them to your family and friends.

Activities for the Children from September 2019

We held 2 residentials - one to Herd Farm from Friday 27 - Sunday 29 September and one to Lineham Farm from Friday 25 - Sunday 27 October and 2 activity days in October half term, one at Lineham Farm and one in the community - bowling, lunch and cinema, and our Christmas Activity Day on Saturday 7 December.

Herd Farm Residential - September 2019





Lineham Farm Residential - October 2019





Christmas Activity Day - Saturday 7 December 2019

The Christmas Activity Day was well attended and thoroughly enjoyable, gifts were donated by Arundel Travel and Bea, one of their employees, volunteered on the day, she loved it and said it was great to see the children having so much fun and to see them open their presents, Bea is planning to volunteer with us again next year.



We had our usual and well-loved programme of activities - entertainer Billy Biscuit with his magic tricks, pulling a rabbit out of a hat, balloon modelling, dancing, fun and

engaging the children in helping him. Lauren Whyte did craft activities and helps create the annual calendars we always send home to parents; in the afternoon we had our disco and visit from Santa with presents.



Molly and Madeleine! The Christmas Stowaways! - Codswallop Show - ASAS reserved seats at the performance on Sunday 22nd Dec at 6.30pm for our families; it was an accessible event - so the lights were up, the sound down and everyone was welcome to move around; 9 families, 35 people in total attended and Liam was present on the day to support any families who might need it and make sure everyone had an enjoyable time.



Activity Days 2020 Lineham Farm - Monday 17 February



Community Activity Day in Kirkstall, bowling, lunch and cinema - Tuesday 18 February.



Summer Play Schemes

Over the summer when many other services weren't operating due to Covid restrictions we managed to provide 772 hours of support to 51 children and young people.

This was the first time we were operating in a Covid secure environment and we put in a lot of our own measures in place in order to keep everyone safe and reduce the spread of the infection; this included - all staff had undertaken Coronavirus Training, we updated our Health and Safety Policy and Infection Control Policy and procedures, and put in place a specific Coronavirus Risk Assessment; prior to admittance to the building everyone had to complete a daily screening form (staff and children); hand gel/washing on entry and frequently throughout the day and we carried out our own rigorous cleaning regime and routine which we documented.

Additional PPE supplies were purchased and regular usage was put in place, each member of staff carried their own supply and we also had a 'Red Room' available in case anyone started with symptoms whilst in the setting so they could be isolated until they could be picked up by parents, fortunately we didn't have to put this into use, everyone stayed safe and well throughout our schemes.



Play Scheme at Green Meadows - Monday 27 - Friday 31 July 2020

We ran for one week for 6 children per day and had 2 bubbles of children; Rainbows attended Monday to Wednesday and Sunshines attended Thursday and Friday; all activities were onsite, as the weather was reasonable the children were able to play outside quite a lot of the time, other activities included messy play, crafts, decorating biscuits, making fairy bread, and physical play on bikes, the slide and climbing frames. Staff usually say that when they are on site all day it can be quite hard to engage the children however as everyone knew all activities were onsite they seemed to come with a different frame of mind and said the days flew by and they really enjoyed spending quality time with the children and because they weren't waiting around for buses they could get on with playing and there was less stress.



Maxine Cook - I was asked to be team leader for the under 8's scheme this summer. I had not worked at the after-school club I run since lockdown, so my confidence was not at its highest. So, I accepted, but not without, I must admit, some trepidation well the first day squashed that brilliant team, the setting was great and to top it off so were the kids!

Well organised thanks to Jo, no mishaps and it flowed. Kids loved it, staff all worked amazing and by the end of the week my confidence was back. I have to thank ASAS for that.

Everything this year has felt very strange, being there for that week took us all back to some form of normality. Something that was really needed. A total success!!!!

Play Scheme at Herd Farm - Wed 5 - Sun 9 August & Wed 12 - Sun 16 August

Similar to the scheme we ran at Green Meadows we had bubbles of 6 children however we had 2 bubbles per day - Rainbows and Sunshines, each bubble attended in 2 or 3 day blocks, so Wednesday - Friday and Saturday - Sunday; we held a few places back for the final weekend in case of last minute requests, which we did have and managed to fill all available places.



Sunshines Team, lead by Louise Naylor



Rainbows Team, lead by Nicole Dempsey

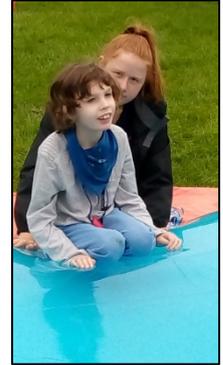
Some people weren't there every day so might not appear in these photos, overall we had 19 leaders plus myself, Jo and Liam, and we'd like to say a big 'Thank You' to all of them.

Wednesday 5 - Friday 7 August 2020





Saturday 8 - Sunday 9 August 2020



Wednesday 12 - Friday 14 August 2020





Saturday 15 - Sunday 16 August 2020



Nicole Dempsey - being Rainbows team leader for our summer play scheme and activity days at Herd Farm, has been a beacon of joy and hope in the midst of the challenges of 2020. Undoubtedly, there have been some differences.

In order to ensure both children and staff are safe we have had more rigidity, smaller numbers, and more cleaning (don't judge me, but this is the most cleaning I have ever done!) overall it has been the same fun, laughter and educational experience as it always is. From learning where all Herd Farm's hosepipes were kept whilst we were there during the hottest week of the year, to tackling the assault course and low ropes in the drizzle and mud, it has been great to see how our amazing and resilient children have adapted and coped, even thrived, in these strange times.

Don't get me wrong, I still long to get back to normality as I'm sure we all do but, also, we have learnt some new skills and have some new ideas that will continue to benefit us long into the future and, even if we need to carry on with lockdowns and covid-secure measures for a while yet, I now know we will be able to continue to offer a great service to our children and their families as well.

Finally, the Herd Farm play scheme and activity days' success are a testament to the amazing hard work and steep learning curve that Jo and Liam have been on over the last few months and I'm sure I speak for the ASAS team as a whole when I thank them for what they've achieved. Thanks guys!

Louise Naylor - We can look upon this experience as a challenge, which we rose to; with familiarity the SunshinesTeam grew stronger every week, it was great having different staff and utilising their skills and experience, and having different children from other age groups mixed together. Having one hour activity sessions was better, than the usual 2 hour sessions; this meant the children experienced four different activities each day. Knowing we gave a much needed break to our families makes working for ASAS so worthwhile.

Team Work



As we are a small team we all do whatever duties are required of us, whilst we were at Herd Farm I managed the car park - creating a one way system so parents didn't block each other in and we had a safe pick up and drop off point for the children, however if parents had followed this it would have worked but some just didn't understand my hand gestures; I pumped Maxine's car tire up and jump started one of the parents cars, and with Liam's help moved traffic barriers and cones, the gazebo and the water cushion/slide - A LOT!

Liam was one of our instructors so ran sessions every day such as bush craft - when the children toasted marshmallow and baked bread; did the assault course, low-ropes, adapted bikes, archery, orienteering and pond-dipping - his pre-scheme shopping at SmileAmazon included rubber ducks, basil seed, black baluga lentils and tapioca - and I'm not even going to ask what he did with them!



On the last day of the summer scheme Liam bought and cooked sausage and bacon sandwiches for all the staffs' breakfast; at the end of the scheme all our equipment and resources had to be taken back to our container which is situated outside Green Meadows in Guiseley.

Lucy helped Liam take all the stuff back and just as they were unloading their cars the heavens opened and they were stranded in the container for a while, on returning to his car Liam found he'd left his door open and the inside of his car was soaking wet.



Activity Days in Lieu of our Residential Short Breaks

Following the success of the summer scheme at Herd Farm and the government not allowing residential breaks to go ahead we decided to run Activity Days in lieu of our planned residentials; we offered places to children who hadn't had the opportunity to attend in the summer, due to limited places.

We had two bubbles of up to 6 children each weekend; they all get to do the same activities at different times; Rainbows group arrive at 9.30am and leave at 2.45pm and Sunshines group arrive at 10am and leave at 3.15pm, the staff in each bubble arrive 3/4hour before the children to clean and set up ready for their arrival and leave half an hour after, again after cleaning and completing the ASAS Talk online feedback form which is sent directly to the parent's email of the child the member of staff has been supporting that day.



Activity Days - 26 & 27 September





Yasmin - I had the opportunity as a team leader, at the Herd farm activity days in September. I found this a good opportunity and valuable experience, this gave me the chance to lead a group, whereas in summer I worked on a 1 to 1 with the young people, which I also thoroughly enjoy. The leaders I worked with made the job very rewarding and easy, as a team we worked well together. Having a team leader provides the extra support needed to keep the base Covid safe and someone to cover when leaders need a comfort break. Our team had fun and laughs together with the young people, such as one child having a dance off with a leader, another leader had to do push ups as a forfeit as they were nominated by their child. The only drawback being in bubbles is seeing the other group but not being able to interact, although we did shout hello from a distance and it is nice when the kids shout hello back or give us a wave.

It's been a very strange year, not one that any of us would like to repeat, if anything it has taught us to be more inventive, understanding and tolerant; it's pushed many people into being tech-savvy and the use of technology has definitely meant more and more people have been able to keep in contact and be more informed than ever, so much so that people are 'Zoom fatigued' that's new terminology for 2020!

We are looking forward to providing more services going forward but hopefully in less restrictive ways in the very near future.

I'd just like to thank the trustees for their ongoing support, the staff for their commitment and dedication; and the parents and children for putting their trust in us and I'd just like to finish with these words of wisdom.

Jo Galasso

**Everything will be alright in the end...
If it's not alright then it's not yet the end!**

THERE IS
Always
SOMETHING
TO BE
Thankful
FOR

Parent Feedback 2020

Nathan A

He didn't want to come home on both days! The measures put in place for COVID 19 were reassuring. I like that activities are child led. No improvement needed, just all-round brilliant.

Alby D

Alby absolutely loved coming to the playscheme. He had a great time and is still talking about it.

Yanni C

The photos were lovely to keep!

Billy H

He has frequently asked for 'playscheme' ever since!

Darcy R

I know there is always room to improve, but I'm not sure how to improve on such an amazing organisation!

Adam W

As first timers we were extremely impressed with how slick the whole set up was. Adam was so proud of himself trying something new.

Kaycee M

You provide an excellent service. She is growing in her learning with your help.

Samuel M

This has been a fantastic opportunity for Samuel to interact with other kids and adults.

James F

Just had one happy little boy at the end of each day. Can't ask for more than that.

Judah E

It was such a blessing. You did such an excellent job of ensuring COVID safety and yet still making it relaxed and fun for the children.

Isabelle W

You can't improve on perfection!

Rio & Jasmine B

My children don't get this level of support anywhere else.

Lucy P

We were very impressed with the organisation of the scheme. The daily diary was a brilliant idea. It was very much needed this year more than ever after being confined for 6 months.

Owen D

Owen said in the car 'when can I go again?' Fantastic service runs by lovely people.

Seth C

Well trained, friendly and welcoming staff.

Max M

I believe ASAS is definitely the most professional service for SEN kids in Leeds. We found ASAS the most beneficial for Max.

Ben M

It felt and looked like every precaution had been taken to keep both the children and staff Covid safe, while still maintaining the amazing high-quality care and allowing the children to have fun. We couldn't have asked for any more.

TJ T

TJ came home each day having had a wonderful time. There's absolutely nothing I would change.

Mckenzie H

The planning and running were amazing. Mckenzie has been coming for a few years now and it is consistently well organised and safe.

Thomas H

Tom just loves seeing all his friends and all the lovely staff and trying new and different activities. No improvement needed! The staff are amazing.

Kassa P

He was able to socialise and take part in activities which he wouldn't normally get the opportunity to.

Samuel N

Thank you for all your excellent hard work. I wish I could express more how much it means to us.

Staff Feedback 2020

Ursula R

Enjoyed everything as always. Everything was amazing.

Emma C

The timetable of activities was really good and worked well. As always it felt very safe and everyone worked together.

Maxine C

It brought some form of normality, knowing we were providing a fabulous service for the parents and children. I would work every weekend if we could! Never was I worried at any point whilst working this Summer. Super organised, informed all the time. Think every day run as smoothly as it could. Fantastic team effort. It really has boosted my confidence.

Beth A

Having more activities over shorter time worked really well. Overall, very successful.

Lucy H

Really enjoyed being back working at scheme! I think it was run very effectively and efficiently. It was lovely to do something that felt normal during this pandemic.

Emily C

I thought the scheme worked really well this year. Both were planned very well and great fun to work at. In what has been a very strange year it was nice to have a bit of normality.

Nicole D

It was certainly different and although I'm keen to get back to normal it was no less valuable or enjoyable as a result of the additional safety measures. I loved it, and felt safe, valuable and high quality for the children we were able to support.

Louise N

Fab, what can I say. Communication was superb. My staff were just a ray of sunshine.

Liam S

I have no doubt that ASAS provides outstanding service to CYP and families. I always feel supported by Jo and love working for ASAS.

Lorraine D

Jo and Liam have been very supportive and hard working in providing a scheme to run in such unusual times. Good communication and procedures.

Laura B

I think ASAS adapted really well and quickly to the current situation to be able to provide respite to as many families as possible. It was lovely to see the children and staff again. It gave me some much-needed normality.

Kate M

Scheme had a positive impact on me this year. It has given me experiences which are important for development in my career as a SEN teacher.

Beth M

Always great to return to ASAS. Wonderful to still have the same attitude and community feel under difficult circumstances.

Hannah K

The activities were organised brilliantly and provided a variety of activities which were accessible and adaptable for all. The organisation of the processes involving Covid-19 were really reassuring. It provided me lots of positive experiences and distractions. Thank you ASAS.

Navroop K

I enjoyed the space the child had to explore. And all the days were well planned out.

Beth A

Scheme worked really well this year considering the unprecedented circumstances and so many firsts and unknowns. The preparation and planning were very thorough and all considerations were risk assessed.

Yasmin D

The whole thing was different to normal but still so much fun and laughter from everyone involved.

Rheanna N

Everything was amazing, brilliantly organised and ran so smoothly. The whole thing was well thought out and the correct measures in place to cater for everyone who was accessing the scheme. It was amazing to get back to doing something I love and working with an amazing group of people always makes work not seem like work.

Alice F

I think everything felt as safe as possible without compromising on the care we give to the children. It was a great play scheme.