**Briefing for Parents: Assessment Process for Residential Attendance**

Dear Parents, we are excited to announce the upcoming residential opportunities for young people aged 10-17. As we prepare for these events, we want to ensure that you understand how we will assess the needs of your young person to determine their eligibility for attendance.

**Assessment Criteria**

The assessment process will utilise a combination of criteria, informed by the funding requirements of the Holiday Activities and Food (HAF) programme and our residential policy guidance. Here are the key assessment points we will consider:

* **Availability for Pre-Activity Days:** We will assess whether your young person is committed to attending the required preparation days at The Mill.
* **Eligibility under HAF Priority:** We will verify if your young person meets the eligibility criteria set by HAF, such as being on free school meals or having equivalent needs. This includes consideration for those who are previously looked after children.
* **Special Educational Needs and Disabilities (SEND):** We will evaluate if your young person has any SEND that may require additional support.
* **Engagement with Adoption Support:** We will consider your young person’s level of involvement with adoption-related support services or groups.
* **Social/Emotional Needs:** We will assess any challenges your young person may face, including social isolation or mental health concerns.
* **Access to Short Breaks Provision:** We will look into whether your young person has access to short breaks provision.
* **Respite Support within Network:** We will review the availability of any respite support from family or friends.
* **Previous Opportunities:** We will consider your young person’s past participation in similar residential activities.

**Venue and Dates**

We are pleased to share that we have secured a larger venue for the residential, allowing us to accommodate needs more effectively. However, please note that we cannot increase the number of places available due to funding constraints and the perceived or expected needs of young people.

**Residential Dates**

For ages 10-13: Preparation Day: 5th August 2025 and residential is 19th August - 21st August 2025

For ages 14-17: Preparation Days: 6th August 2025 and residential is 27th August - 29th August 2025

**Attendance Requirement**

It is a requirement that young people attend the residential preparation days in order to participate in the residential itself. This is not negotiable.

**Registration Process**

Once you complete the office forms to register your interest in your young person attending, we will assess each application as quickly as possible and inform you if a place has been granted. The link for the form is here <https://forms.office.com/e/pvLXCGQCy4>

Following this, we will require you to register on an online portal called Eequ, which will necessitate completing some consent forms.

Please be aware that the opportunity to apply will be open until 31st May 2025 (end of day). We kindly ask for your patience as we assess each application individually, which may take some time.

We are committed to being as transparent as possible throughout this process and look forward to providing a rewarding experience for your young people.

Thank you for your understanding and support.