

TERMLY REPORT

Project / Activity	Steyning Detached	Risk Assessments Reviewed
Location	Steyning	Weekly
Date from / to	8 th Nov – 23 rd Dec 2021	Fire Drill Completed
Prepared by	Sheri Birch	N/a

Core Outcomes Refer to these core outcomes in all plans and delivery.	1. Completing accredited training and development n/a 2. Engagement with community - detached work, communication with the public 3. Healthy lifestyle and improved wellbeing -n/a 4. Improving resilience and self-esteem – n/a 5. Reducing inactivity in young people – n/a
Project Outcomes List the project aims or outputs here. Refer to these in your report below. Can we show we achieved these?	• To re-engage local young people into the club program • To offer support and advice to young people • To offer reduce reported ASB in the area • To offer activities in accordance with the yp's interests
Session Highlights / what went well Attach pictures at the end or store in a pictures sub-folder for the project or use Upshot.	We have been completed detached work in Steyning due to having no venue for sessions. Sheri has worked with John Fulbrook to try to secure use of the Cuthman Centre. This has proved difficult; we are now awaiting further contact from Steyning Grammar School. During our walks we have attended Memorial Field, which is where we engaged with most young people, after they had finished school. The young people were happy to engage and discuss school. They explained how difficult they had found taking their mock exams, and how they felt they would struggle when taking their full exams. We also engaged with a few young people in the car park at Fletchers Croft. They were all skateboarding, and all said they wanted a proper skate park. On November 4 young people attended the young leader training at Lodge Hill, the feedback from them was that they enjoyed the weekend, and they had learnt a lot about teamwork, and how to introduce games to youth club. We explored several new venues for our indoor sessions, however there was nowhere suitable, we have agreed with John Fulbrook that we could possibly use the changing rooms, on memorial field. This was unfortunately met with objection by the cricket club. Until these issues have been resolved we will continue with detached work. Covid meant we could no longer attend indoor sessions, we continued with detached and also offered virtual club.
Feedback from Young People	Skate Park needed. Exams were difficult. The weekend away was great.

TERMLY REPORT (contd.)

Attach pictures of any evidence such as flipcharts at the end of the report	
Issues or concerns Any challenges? What is preventing us from meeting the outcomes?	Lack of venue causing us to work on detached.
Future Plans A bulleted summary of key project plans.	• Re-engage young people in planned activities • Secure a venue for the club • Offer structured activities

TERMLY REPORT (contd.)

Review of Attendance

Number of YP engaged in Accredited programmes	Programmes could be Duke of Edinburgh, Arts Award, Young Leaders etc. Use sections to identify which award and number of YP taking part during term.					
	n/a					
Observations on Attendances Analysis on changes, increase or decrease in attendance. Plans to address issues raised by analysis.	The weather was cold and wet, which meant we did not see as many young people as usual.					
Referrals / Support follow up Summarise actions to support young people into additional support e.g. Barnardos or Incident Reports.	n/a					
Partnerships and wider perspective Summarise any external actions taken in support of this project	Work with your Manager to identify these					

TERMLY REPORT (contd.)

Cash Income		FLOAT B/F £	
Session Date	Detail	Subs Income £	Tuck Income £
TOTALS THIS PERIOD		Other Income £	
Keep track of float, subs and tuck income here. You should maintain a cash float of £10 and bank excess each period. The amount banked should usually equal the total of cash income.		TOTAL SUBS, TUCK AND OTHER £	
		LESS AMOUNT BANKED £	
		FLOAT C/F £	

If you do not have arrangements with a local management committee Treasurer to bank cash, please ensure it is passed to Member Services (Sue Goodchild) on a termly basis and that the amount equals the figure reported here.

Project Expenditure		BUDGET B/F £	
Date	Details of expenditure (if any)	Soldo or PeopleHR?	Expenditure £
No expenditure should be made from petty cash. Amounts exceeding cash float limit banked every termly report period. All payments should be recorded on Soldo or PeopleHR.		TOTAL SPENT £	
		PLUS AMOUNT BANKED £	
		BUDGET C/F £	
Initial Project Budget	Budget Start Date	No. of Sessions	Per week £
Do not change			
		TOTAL BUDGET £	

When using this for tracking projects for the first time the Budget B/F will equal the Total Budget.

TERMLY REPORT (contd.)

Activity ID	Activity Title	Location	Location ID	Date	Start time	Duration (hrs)	Session registrar	Status	Session ID	Headcount	Male count	Female count	Age range
155530	Steypning Youth Club	Cuthman Centre, Steypning	38129	08/11/2021	16:00:00	3	Sheri Birch	Complete	2686134	20	7	13	
155530	Steypning Youth Club	Cuthman Centre, Steypning	38129	15/11/2021	16:00:00	3	Sheri Birch	Complete	2686135	2	1	1	
155530	Steypning Youth Club	Cuthman Centre, Steypning	38129	22/11/2021	16:00:00	3	Sheri Birch	Complete	2686136	12	7	5	
155530	Steypning Youth Club	Cuthman Centre, Steypning	38129	29/11/2021	16:00:00	3	Sheri Birch	Complete	2686137	1650	1126	524	