

TERMLY REPORT

Project / Activity	Steyping Detached and Steyping Yr9+ Drop In & Steyping Young Leaders	Risk Assessments Reviewed
Location	Steyping	Weekly
Date from / to	21 st April – 28 th May 2022	Fire Drill Completed
Prepared by	Sheri Birch on behalf of Stephanie Powell	Next term at Cuthman

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?	• Reduce ASB in area • Train young leaders • Offer support and referrals to young people. • Encourage interaction with local community
Session Highlights / what went well Attach pictures at the end or store in a pictures sub-folder for the project or use Upshot.	Young people have engaged extremely well with all the activities that have been offered. The young leaders are enjoying taking the lead during sessions and encouraging the younger people to participate. Having spoken to the young people in Upper Beeding to gain feedback, they have said they enjoy the young leaders being at their sessions and like taking part in the activities that they are given to do. The number of young people attending have remained static this term, and the group have formed a good bond. Using the Cuthman Centre has certainly made a difference, it is good to be able to offer an indoor venue. Whilst out on detached we have seen a drop in numbers in the area, except for on memorial field after school. The young people we have engaged with have been positive about school and their exams. Some have shared that they will be returning to school, while others are looking forward to starting a new journey at college. Young people of all ages have been given the opportunity to attend our camping event during May half term. We are now hoping to be able to open a junior session in the changing rooms after half term.
Feedback from Young People Attach pictures of any evidence such as flipcharts at the end of the report	I have learnt a lot about how to lead activities for the younger age group. I am looking forward to camp. Thanks for showing me how to knit.

TERMLY REPORT (contd.)

Issues or concerns Any challenges? What is preventing us from meeting the outcomes?	None
Future Plans A bulleted summary of key project plans.	• Continue to work with YP for recycled fashion project.

TERMLY REPORT (contd.)

Review of Attendance

Number of YP engaged in Accredited programmes	There are 4 young people that are engaged with the Be The Change Young Leaders Programme.					
	Be The Change-Young Leaders	4				
Observations on Attendances Analysis on changes, increase or decrease in attendance. Plans to address issues raised by analysis.	The Cuthman Centre sessions have remained static this term, we will look to increase numbers after half term Detached sessions have seen a decline in numbers, this may be due to some young people studying for their exams.					
Referrals / Support follow up Summarise actions to support young people into additional support e.g. Barnardos or Incident Reports.	None					
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.)

Attendee ID	Total (sessions attended)	Total (mins)	Total (hours)
1947023	4	480	8
1947028	4	480	8
2281786	2	240	4
2096788	1	120	2
2241922	2	240	4
2346035	3	360	6
1947022	4	480	8
1947573	4	480	8
2346036	4	480	8
1947027	1	120	2
2241883	2	240	4
Total (participants attended)	31		