

Under 5s Stay & Play Commission

Background

Aberfeldy Big Local (ABL) has been in existence since 2013. Part of the national Big Local programme, ABL is led by a group of residents working to invest £1million of Lottery money into Aberfeldy up until 2026.

ABL recently created a local plan that sets out priorities and actions through the final period of our funding (up until March 2026). One of the plan's key actions is to commission a service provider to enhance the local stay & play offer.

In order to determine local needs in relation to U-5s (U5s) provision, ABL consulted with residents and staff at the WellOne event, Tiny Tots, and Aberfeldy Community Centre stay & play.

Scope

ABL are now offering a commission for U5s stay & play provision in Aberfeldy during term time.

Service providers tendering for this commission will be required to address the following priorities within their proposed provision:

- i) Stay & Play Weekly Provision**
 - Provide a stay & play provision of 1.5 – 2 hours a week on Monday, Tuesday or Friday mornings in Aberfeldy (term time only) for Aberfeldy residents. We expect this to serve a minimum average of 10 U5s and 5 carers attendances per session and for at least 40 children and 20 carers to access throughout the duration of the contract.

- ii) U5s Play & Development, which will include:**
 - Speech & language enriched play- rhymes, stories, circle time activities, etc.
 - Opportunities for children's overall development, i.e.
 - o Physical - indoor and outdoor play experiences, large equipment to climb and be able to challenge themselves
 - o PSED- creative play through music and movement, sensory play using tactile materials, imaginative play, supporting independence skills, school readiness, etc.
 - Offer varied activities, e.g., toddler dance & movement, rhyme, and story time
 - Understanding the world – celebrating cultural diversity, e.g., cultural festivals / celebrations, resources that reflect diverse communities, etc.
 - Inclusive - offer play opportunities for children with additional needs
 - Provide quality resources, ensuring they are age appropriate and inclusive
 - Celebrate diversity of all types, including physical and neurodiversity
 - Baby sensory/soft play for babies

Which may include (desirable secondary provision)

- Baby massage - parent & child bonding and attachment
- Trips to local attractions, e.g., museums, farms and parks during stay & play sessions

- iii) Parental Involvement in U5s Learning and Development, which will include:**

- Play opportunities to support parent/carer and child/ren relationships
- Share observations, conversations, etc. to encourage parents to get involved
- Promote the importance and benefits of play
- Share ideas on how they can support play at home using household resources, e.g., heuristic play
- Encourage healthy lifestyles- healthy eating, oral hygiene, etc.
- Share relevant information and services available within TH – trainings and learning opportunities for parents/carers
- Share information with families in accessing the Early Learning Grant (ELG2) for low-income families
- Invite EH Employment support & The HIVE (Chrisp St) to deliver workshops on various skills like CV writing and interview skills
- Bring in the EH services (Children & Family Centres) to deliver information sessions on the Early Help offer
- Promote services via local comms and partner organisations to ensure residents are aware of the services

Which may include (desirable secondary provision)

- Provide creche facilities on site whilst delivering training and courses (if necessary)

Organisation Requirements

Service providers tendering for this commission will need to demonstrate the following:

Staffing

- Good understanding of the EYFS
- Relevant qualifications - Level 2/3 in childcare or equivalent
- Be willing to undertake relevant training

Venue

- Ratio good practice
- Accessibility good practice

Policies and Procedures

- DBS
- PL insurance
- Health & safety certificates
- Food hygiene
- First Aid
- Safeguarding
- Equal opportunities
- Confidentiality/GDPR
- Health & safety
- Complaints

Reporting

The service provider will be required to:

- Provide verbal and supporting written progress updates up to once a month as and when required
- Provide a progress report every 6 months, including a final report following the 24th month

Fee

A fee of £10,000 is payable to include all costs, expenses, and VAT if applicable. One half of the annual fee (£2.5K) will be paid upfront, with the remaining annual half (£2.5K) paid on completion of satisfactory reporting. ABL reserve the right to recover payment if reports have not been submitted by deadlines.

Timescale

Work should commence within one month of the contract being awarded and be completed within 24 months, followed by a final report.

Submission

In the first instance, we are asking service providers to submit an expression of interest (EOI), which includes:

- Name of the organisation tendering for this commission and all relevant registration numbers
- A declaration that you have understood the terms of the commission and can meet its requirements
- Signed and dated by a representative duly authorised to sign tenders for and on behalf of the organisation tendering for this commission

Following the EOI, we expect organisations to then submit a fuller proposal by March 2023

**Please return your expression of interest in .docx or PDF format to: hello@aberfeldybiglocal.com
The deadline for EOI submission is 9am on 20 Feb 2023**