



Project Brief:

Resources for Elective Home Educated families

Key Stage 2 /3

Organisation: Leeds GATE

Lead Officer: Ellie Rogers

BACKGROUND

Leeds GATE are a local charity and community members' organisation for Gypsies and Travellers in West Yorkshire. We work to improve quality of life for our members through work on homes, health, education, employment and inclusion.

We run a number of projects to meet our aims including advocacy, community development, youth work, strategic & policy work.

For a variety of complex factors many of our young people over the age of 11 are elected home educated (EHE), meaning their parents take responsibility for the education of their young people and all government aid to do so ceases. Gypsies and Travellers are one of the most over represented groups nationally in home education. Many describe home education as a refuge from bullying, lack of cultural awareness and understanding and inflexible education systems.

We are aware that for some of our families home education can be a challenge, especially where parents have low literacy themselves. Home educated families are not required to follow a national curriculum but to provide an education which is efficient and suitable to the child's age, ability and aptitude and any special educational needs they may have.

To support our home educated families we wish to produce a reference library of available resources, invest in some reading scheme materials and produce a number of learning resource packs that can be used by young people in their home environments.

These are not intended to replicate a statutory curriculum but to be support home based learning and be built around the needs identified in consultation with project stakeholders.

PROJECT OVERVIEW

We are looking to identify a freelance practitioner to deliver a project to identify, recommend and produce resource for EHE families.

The freelance practitioner will work closely with Leeds GATE staff and members to consult and design the outputs.

We aim to produce resource packs for key stages 2,3 which cover key areas of literacy, numeracy and IT skills. The packs will be suitable for use at home (whether that's house, site or roadside camp) and for use by children and parents with low literacy, they will be relevant and relatable to young people's lives and experiences and provide useful skills to young people in their chosen careers. They will be usable in a home environment without additional or specialised equipment being needed.

The project will also gather together a bank of useful resources which EHE families can be directed to (such as apps, reading schemes, workbooks and online tutorials).

The work will take place largely in Leeds with some visits to other locations in West Yorkshire. The worker will be expected to visit children, young people and families in their homes which will include Gypsy Traveller sites, roadside camps and private yards.

The work should be completed within a 3-4 month timescale, with resources available for use by late January 2018.

PROJECT ACTIVITIES

The project will:

- Meet and engage with Leeds GATE (LG) staff and be directed to reading about Gypsy Traveller Elective Home Educated YP
- Design key consultation questions and receive feedback from LG staff
- Meet with stakeholders identified to discuss project and receive feedback on consultation questions
- Be directed by LG staff to ten families willing to participate and make contact
- Pro-actively engage and consult with a range of parents and young people about their needs in home education
- Find and document best practice among EHE families - what are people doing that works?
- Identify key learning themes, learning styles and desired outcomes with families
- Write and share a short report covering these
- Compile initial ideas regarding resource design and compilation
- Discuss with Leeds GATE staff key themes and format of resources
- Ensure resources include options for self-led, parent led, family based and group activities
- Ensure resources include holistic approaches, including outdoor learning, exercise and life skills
- Include ideas gathered from children, young people and parents in the design
- Design 150 hours worth of learning activities for EHE YP at Key Stage 2/3
- Identify appropriate resources, learning schemes and apps for young people that are accessible and affordable, compile a document containing links, descriptions and outcomes of learning which GATE staff would be able to use to explain the options to parents
- Research appropriate reading schemes for YP from GATE community that can be used at home with parents with low literacy, make recommendations to Leeds GATE on what to purchase
- User test resources with Leeds GATE members and team in a series of focus groups, home visits and “practice sessions” with young people and families, up to 5 activities tested
- Adjust as appropriate
- Submit word processed resources and detailed requirements of any additional purchases needed for the activities (i.e.- equipment not readily available in home environment)
- Attend a launch event for the resources.

PROJECT OUTPUTS

- Report on findings of consultation including learning themes, learning styles, best practice, desired outcomes

- Bank of identified resources compiled for GATE staff / parents
- Recommendations to GATE on which resources to purchase
- Activity packs and learning resources produced at Key Stage 2/3 equating to 150 hours of learning

PROJECT OUTCOMES

- The project will support Leeds GATE to support EHE families, providing culturally relevant, fun and inspiring learning resources
- EHE families will improve their learning outcomes through participation in use of the resources
- EHE families will feel confident to use the resources

KEY STAKEHOLDERS

Gypsy Traveller families in Leeds	Sites, Roadside, Houses
Elective Home Education Team	Leeds City Council
Inclusion Team	Leeds City Council
Lisa Smith	Travellers Times
Education Advocacy Project	The Traveller Movement

BUDGET AVAILABLE

Practitioner Fee	Upto £4500
Resource Purchase and Production (budget to be held by GATE)	£1000

TIMELINE AND KEY MILESTONES

Responses to Brief	September 12th
Practitioner Selection & Interview	September 20th
Work begins	October 2nd
Research and Consultation	October
Report on consultation findings due	November 10th
Meeting re resource ideas	November
Resource Production	November
Meeting re progress of resources	November
User Testing	December 1 st - 16 th

Christmas Break (Leeds GATE / community members not available)	16 th - 7 th January
Work Submitted	22 nd January
Launch Event	February

RESPONDING TO THIS BRIEF

Responses should cover all elements of the competency framework below and will be scored according to the weighting indicated below.

Responses should indicate a fee within the £4500 (inclusive of VAT) upper budget and a breakdown of costs.

Responses should detail how you plan to carry out the work and any comments on timeframes and methodology.

Responses should detail reasons for wanting to undertake this role, knowledge and / or experience of working with Gypsies / Travellers or other marginalised groups and why you think the project is important.

Leeds GATE is committed to safeguarding children and adults at risk and expects all staff, contractors, freelance workers and volunteers to share this commitment. The organisation follows safe recruitment practices to protect children and adults at risk, and the successful supplier will be required to undergo pre-employment checks before contracts are agreed and signed. This will include an Enhanced Disclosure and Barring (DBS) check.

COMPETENCY FRAMEWORK

Detail	Scoring
Teaching Qualification	10
Knowledge, understanding and experience of Safeguarding. Willingness to adhere to GATE Safeguarding policy and process.	10
Experience of teaching and designing learning for vulnerable and marginalised young people	20
Experience of designing learning for children with challenging behaviour and / or additional learning needs	10
Ability to engage with children and young people - building relationships and trust quickly	20
Ability to engage with parents - building relationships and trust quickly	15
Ability to engage with other stakeholders professionally	5
Understanding and awareness of Leeds GATE's Values and ability to demonstrate a commitment to these http://leedsgate.co.uk/home/history-leeds-gate/our-mission-and-values	10

SUPERVISION

The practitioner will work to agreed milestones, and participate in milestone meetings as agreed with Ellie Rogers, project lead.

PAYMENT

Payment schedule to be agreed upon between Leeds GATE and practitioner.

CONTRACT

A contract will be issued to an identified practitioner stating the terms of their engagement with Leeds GATE

Please return submissions to info@leedsqate.co.uk by 12th September.