Expression of Interest

References throughout

* Wallsend Action for Youth – referred to as WAfY
* The Organisation: the organisation bidding for a LOT(s)

Growing Up in Wallsend – Online Platform

Currently, Wallsend Action for Youth (WAfY) have Big Lottery funding to deliver a coordinated programme, Young in Wallsend, to engage young people in the area. This funding enables a partnership of seven youth providers to offer services for young people through detached youth work, youth clubs and activities, working in collaboration with our Neighbourhood and Community Policing Team and the Wallsend Schools Partnership (15 schools across the Wallsend area).  The partnership, pre Covid-19, was reaching hundreds of young people aged 11-19 weekly.

Through insights from questionnaires completed by young people in the community it was found that it would be beneficial to develop a way to reach other young people who currently, and for the past four months have been becoming increasingly isolated through Covid-19. We envisage one way to do this is by the creation of an online platform to safely facilitate engagement with young people and families online. To enable this to happen we have created a fit-for-purpose web-based platform which allows organisations to stay connected to the children and young people of Wallsend. This aims to enhance the face to face work already happening in youth and play work.

The platform will have a range of sections to include youth work, support for play, parenting and early years, signposting and advice and guidance around a wide variety of issues, alongside bespoke support for children and young people presenting with additional issues.

Monitoring of the platform will be carried out by Steel Digital Agency and to safeguard the young people and facilitators, safeguarding policies must always be adhered to. This will provide a secure way of connecting with all ages that will prevent exposure to exploitation. This will be supported by a training programme for all partners on recognising signs of distress, stress, mental ill-health, wellbeing etc. as well as working safely online, and working differently through digital rather than face to face engagement.

The platform will also host a wide-range of resources, which will be brought together from existing available materials and new information from partners.

WAfY has secured funding to set up this platform for six months in the first instance. Based on ongoing evaluation, WAfY will consider seeking further funding to ensure sustainability.

Outcomes

* Children and young people in Wallsend will have access to a range of activities via a web-based platform.
* Creation of an environment (online space) for young people that facilitates support and encourages positive feelings of well-being.
* Parents of children in Wallsend will have access to support on parenting issues (all ages) and the importance of play with their children.

Instructions for using this document

Please familiarise yourself with the main aims of the online platform and objectives of the overall project. Complete all details on the form for the LOT you are interested in delivering. If you are expressing an interest in more than one LOT, please complete each one separately.

There is a budget against each part of the project which is the total amount of the grant allocated for that LOT. It is up to the applicant to provide full details of how their organisation would provide a full programme spanning 6 months.

Please set your objectives in line with the overall programme’s objectives and detail how they will be measured.

Please acknowledge if your organisation has the required documents (as outlined in Part B – Conditions of participation) in place. These will need to be presented if you are successful in becoming part of the project *Growing Up In Wallsend*.

The Expression of Interest, once completed, should be emailed to gill.gray@ntlp.org.uk by 9am Monday 3rd August 2020

# Responsibility

*The Organisation*

The Organisation will be responsible for uploading factsheets, videos, activities for young people and their families to join in with, information on diet and exercise etc. all of which are from a respected source.

There is an expectation that information will be suitable for the whole family and in respect of physical activities, that exercises can be adapted for all abilities to be able to participate. It is The Organisation’s role to design programmes which can be used over a six-month period.

The Organisation will work in collaboration with other LOT providers and engage in a scoping meeting, and monthly LOT providers meetings (no more than 1 hour in duration).

The Organisation will be responsible for engaging in evaluation as requested by WAfY. The Organisation must be agreeable to interviews by an external evaluator where required.

The Organisation will engage in training to use the online platform which will include e-safety when working with children and young people.

The Organisation will set their objectives in line with the overall programme’s objectives and measure their impact.

*WAfY*

WAfY is responsible for the upkeep of the online platform and monitoring of lottery funding over a six-month period.

WAfY is seeking invitee’s response to the invitation for the supply of online services for families living in Wallsend.

WAfY seeks to gain a more detailed understanding of the supplier market and range of options that may be available. Hence, this Expression of Interest (EoI) process may be the first stage of a multi‑stage procurement process.

# The “LOTs” are spread over the following pages:

[LOT 1 - **Physical Health – Weekly/daily workout for the whole family**](#One)

[LOT 2 - **Play – Early Years and Families**](#Two)

[LOT 3 - **Mental Health & Wellbeing**](#Three)

[LOT 4 - **Youth Work**](#Four)

[LOT 5 - **Children’s Counselling**](#Five)

[LOT 6 - **Online safety for young people**](#Six)

[LOT 7 - **Communication & Marketing**](#Seven)

[LOT 8 - **Parenting**](#Eight)

Invitation for Expression of Interest LOT 1 - Physical Health – Weekly/daily workout for the whole family

Funding available £3,000

The Organisation would be expected to deliver at least one live exercise session per fortnight for the whole family and sufficient variety of videos to upload over six months. In addition, The Organisation will need to provide a range of information sheets on nutrition, exercise, healthy lifestyles and anything else that would help a family to improve their physical health and wellbeing.

Organisation name …………………………………………….

1. Provider details

|  |
| --- |
| Organisation name: |
| EOI title: |

1. Registration

[Please provide your contact details)

|  |  |
| --- | --- |
| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the project manager. Via email, telephone or post.] |

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| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the second contact person. Via email, telephone or post.] |

1. Timescale

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| Return of EOI form  | 09:00 Monday 3rd August 2020 |

1. Additional materials (please note here and attach relevant documents with your application)

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| Item |  |  Description |  |
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1. Evaluation criteria

An invitee’s response will be evaluated against:

(a) The mandatory criteria identified in the table below.

(b) The overall proposition presented in the invitee’s response taking into consideration the variety of planned uploads and how you plan to engage young people and families

(c) Evidence provided of previous experience of delivering your service, whether face to face or online.

(d) Cost, please include your hourly rate and how your organisation will provide added value to this project and to the lives of families in Wallsend.

(e) An explanation of how you provide a quality service to young people and how this will impact on what you can offer to the *Growing Up in Wallsend* Platform.

(f) Demonstrate the organisation’s network of and to wider services in Wallsend that support children and young people.

(g) Demonstrate the organisation’s experience of collaborative working to support better outcomes for children, young people and families.

|  |  |
| --- | --- |
| Mandatory requirements | Complies |
| Safeguarding Policy | Yes/No |
| Liability Insurance | Yes/No |
| DBS  | Yes/No |
| 2 References  | Yes/No |

 Risk Assessment Yes/No

|  |
| --- |
| Other evaluation criteria |
| (a) The programme has been demonstrably designed to meet the [needs](http://www.childrenscommunitynetwork.org.uk/file/1213/download?token=IpZ64nqu) of the Wallsend community.  |
| (b) The organisation can demonstrate how it will reach and engage a family audience.  |
| (c) Some sessions are recorded in places across Wallsend’s four wards, which would be free to use for families. |

# Part B – Conditions of participation

1. Liability Insurance
2. DBS certificate
3. Full agreement to terms & conditions
4. Confidentiality policy
5. Safeguarding Policy

Invitation for Expression of Interest LOT 2 - Play – Early Years and Families

Funding available £10,000

The Organisation will be expected to deliver at least 3 online (live/recorded) play sessions per week, demonstrating different models and methods of play: for child only; parent and child; and whole family. There should be sufficient variety of videos to upload over six months. In addition, The Organisation will need to provide a range of information sheets, tips and hints and resources to support play. Both videos and resources must demonstrate and support the importance and benefit of play to children and parents, include schemas and games, and be grounded in early years foundation stage and early language development. A Q&A facility also needs to be made available to parents.

Organisation name …………………………………………….

1. Provider details

|  |
| --- |
| Organisation name: |
| EOI title: |

1. Registration

[Please provide your contact details]

|  |  |
| --- | --- |
| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the project manager. Via email, telephone or post.] |

|  |  |
| --- | --- |
| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the second contact person. Via email, telephone or post.] |

1. Timescale

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| Return of EOI form  | 09:00 Monday 3rd August 2020 |

1. Additional materials (please note here and attach relevant documents with your application)

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| Item |  |  Description |  |
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1. Evaluation criteria

An invitee’s response will be evaluated against:

(a) The mandatory criteria identified in the table below.

(b) The overall proposition presented in the invitee’s response taking into consideration the variety of planned uploads and how you plan to engage young people and families

(c) Evidence provided of previous experience of delivering your service, whether face to face or online.

(d) Cost; please include your hourly rate and how your organisation will provide added value to this project and to the lives of families in Wallsend.

(e) An explanation of how you provide a quality service to young people and how this will impact on what you can offer to the *Growing Up in Wallsend* Platform.

(f) Demonstrate the organisation’s network of and to wider services in Wallsend that support children and young people.

(g) Demonstrate the organisation’s experience of collaborative working to support better outcomes for children, young people and families.

|  |  |
| --- | --- |
| Mandatory requirements | Complies |
| Safeguarding Policy | Yes/No |
| Liability Insurance | Yes/No |
| DBS  | Yes/No |
| 2 References  | Yes/No |

 Risk Assessment Yes/No

|  |
| --- |
| Other evaluation criteria |
| (a) Programmes have been demonstrably designed to meet the [needs](http://www.childrenscommunitynetwork.org.uk/file/1213/download?token=IpZ64nqu) of the Wallsend community.  |
| (b) The Organisation can demonstrate how it will reach and engage a parents and children.  |
| (c) Some sessions are recorded in places across Wallsend’s four wards, which would be free to use for families. |

# Part B – Conditions of participation

1. Liability Insurance
2. DBS certificate
3. Full agreement to terms & conditions
4. Confidentiality policy
5. Safeguarding Policy

Invitation for Expression of Interest LOT 3 - Mental Health & Wellbeing

Funding available £5,000

Supporting children and young people, The Organisation will be required to facilitate a space for peers to meet and support one another, building up over time to at least three times per week. Themed groups need to be identified and supported by whatever means most appropriate. A Q&A facility is required to support children and young people who prefer not to engage in group/peer support. In addition, resources need to be developed specific to the needs arising as well as fact sheets, self-support help sheets, exercises, a range of uploaded resources or videos to support good mental health and emotional wellbeing of children and young people.

Organisation name …………………………………………….

1.Provider details

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| --- |
| Organisation name: |
| EOI title: |

1. Registration

[Please provide your contact details]

|  |  |
| --- | --- |
| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the project manager. Via email, telephone or post.] |

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| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the second contact person. Via email, telephone or post.] |

1. Timescale

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| Return of EOI form  | 09:00 Monday 3rd August 2020 |

1. Additional materials (please note here and attach relevant documents with your application)

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| Item |  |  Description |  |
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1. Evaluation criteria

An invitee’s response will be evaluated against:

(a) The mandatory criteria identified in the table below.

(b) The overall proposition presented in the invitee’s response taking into consideration the variety of planned uploads and how you plan to engage young people and families

(c) Evidence provided of previous experience of delivering your service, whether face to face or online.

(d) Cost; please include your hourly rate and how your organisation will provide added value to this project and to the lives of families in Wallsend.

(e) An explanation of how you provide a quality service to young people and how this will impact on what you can offer to the *Growing Up in Wallsend* Platform.

(f) Demonstrate the organisation’s network of and to wider services in Wallsend that support children and young people.

(g) Demonstrate the organisation’s experience of collaborative working to support better outcomes for children, young people and families.

|  |  |
| --- | --- |
| Mandatory requirements | Complies |
| Safeguarding Policy | Yes/No |
| Liability Insurance | Yes/No |
| DBS  | Yes/No |
| 2 References | Yes/No |

 Risk Assessment Yes/No

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| --- |
| Other evaluation criteria |
| (a) The Organisation must demonstrate knowledge of the impact on mental health and wellbeing on different life stages and specific support to meet these stages.  |
| (b) Ability to demonstrate agility to work in a responsive manner to different contexts e.g. Black lives matter, Covid-19 |
| (c) Ensure that the service and resources are tailored specifically to the needs of children and young people of Wallsend and that this is demonstrable to ensure that children and young people identify with this as a local-based resource. |

# Part B – Conditions of participation

1. Liability Insurance
2. DBS certificate
3. Full agreement to terms & conditions
4. Confidentiality policy
5. Safeguarding Policy

Invitation for Expression of Interest LOT 4 - Youth Work (ages 12+)

Funding available £10,000

The Organisation will deliver online youth work sessions at least three times per week. Needs and/or themes arising should be identified and additional support implemented to meet these in the most appropriate way for young people. The Organisation will liaise with other organisations to ensure the capacity to appropriately signpost young people to other services, support and resources.

Organisation name …………………………………………….

1.Provider details

|  |
| --- |
| Organisation name: |
| EOI title: |

1. Registration

[Please provide your contact details]

|  |  |
| --- | --- |
| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the project manager. Via email, telephone or post.] |

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| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the second contact person. Via email, telephone or post.] |

1. Timescale

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| Return of EOI form  | 09:00 Monday 3rd August 2020 |

1. Additional materials (please note here and attach relevant documents with your application)

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1. Evaluation criteria

An invitee’s response will be evaluated against:

(a) The mandatory criteria identified in the table below.

(b) The overall proposition presented in the invitee’s response taking into consideration the variety of planned uploads and how you plan to engage young people and families

(c) Evidence provided of previous experience of delivering your service, whether face to face or online.

(d) Cost; please include your hourly rate and how your organisation will provide added value to this project and to the lives of families in Wallsend.

(e) An explanation of how you provide a quality service to young people and how this will impact on what you can offer to the *Growing Up in Wallsend* Platform.

(f) Demonstrate the organisation’s network of and to wider services in Wallsend that support children and young people.

(g) Demonstrate the organisation’s experience of collaborative working to support better outcomes for children, young people and families.

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| --- | --- |
| Mandatory requirements | Complies |
| Safeguarding Policy | Yes/No |
| Liability Insurance | Yes/No |
| DBS  | Yes/No |
| 2 References  | Yes/No |

 Risk Assessment Yes/No

|  |
| --- |
| Other evaluation criteria |
| (a) Ensure that the service and resources are tailored specifically to the needs of young people of Wallsend and that this is demonstrable to ensure that young people identify with this as a local-based resource. |
| (b) Adhere to the Young in Wallsend [Youth Charter](http://www.yumpu.com/en/document/view/63685337/wallsend-youth-work-charter-sept19-fv). |

# Part B – Conditions of participation

1. Liability Insurance
2. DBS certificate
3. Full agreement to terms & conditions
4. Confidentiality policy
5. Safeguarding Policy

Invitation for Expression of Interest LOT 5 - Children’s Counselling

Funding available £5,000

The Organisation will deliver online 1-1 counselling with children and young people working in a collaborative way with the other LOT providers. The organisation will liaise with other organisations to ensure capacity to appropriately signpost children and young people to other services, support and resources.

Organisation name …………………………………………….

1.Provider details

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| Organisation name: |
| EOI title: |

1. Registration

[Please provide your contact details]

|  |  |
| --- | --- |
| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the project manager. Via email, telephone or post.] |

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| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the second contact person. Via email, telephone or post.] |

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| Return of EOI form  | 09:00 Monday 3rd August 2020 |

1. Additional materials (please note here and attach relevant documents with your application)

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| Item |  |  Description |  |
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1. Evaluation criteria

An invitee’s response will be evaluated against:

(a) The mandatory criteria identified in the table below.

(b) The overall proposition presented in the invitee’s response taking into consideration the variety of planned uploads and how you plan to engage young people and families

(c) Evidence provided of previous experience of delivering your service, whether face to face or online.

(d) Cost; please include your hourly rate and how your organisation will provide added value to this project and to the lives of families in Wallsend.

(e) An explanation of how you provide a quality service to young people and how this will impact on what you can offer to the *Growing Up in Wallsend* Platform.

(f) Demonstrate the organisation’s network of and to wider services in Wallsend that support children and young people.

(g) Demonstrate the organisation’s experience of collaborative working to support better outcomes for children, young people and families.

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| --- | --- |
| Mandatory requirements | Complies |
| Safeguarding Policy | Yes/No |
| Liability Insurance | Yes/No |
| DBS  | Yes/No |
| 2 References  | Yes/No |

 Risk Assessment Yes/No

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| --- |
| Other evaluation criteria |
| (a) Ensure that the service is tailored specifically to the needs of children and young people of Wallsend and that this is demonstrable to ensure that children and young people identify with this as a local-based resource. |
| (b) All counsellors will be BACP accredited. |
| (c) Outline your counselling methodology and style with an overview of the assessment process for engaging counselling and the evaluation methodology employed. |
| (d) Outline the organisation’s process for gaining parental consent where appropriate and engaging with the wider family unit where appropriate. |
| (e) Indicate the structure for delivery and level/number of sessions to be delivered within the budget. |

# Part B – Conditions of participation

1. Liability Insurance
2. DBS certificate
3. Full agreement to terms & conditions
4. Confidentiality policy
5. Safeguarding Policy

Invitation for Expression of Interest LOT 6 - Online safety for young people

Funding available £3,000

The Organisation will help young people understand the laws around behaviour online, how to keep themselves safe from bullying, grooming, and conflict and provide them with the confidence to speak out when things that are not going well. This will be delivered through factsheets, Q&A sessions between the organisation and users, videos uploaded bi-weekly.

Organisation name …………………………………………….

1.Provider details

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| --- |
| Organisation name: |
| EOI title: |

1. Registration

[Please provide your contact details]

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| --- | --- |
| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the project manager. Via email, telephone or post.] |

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| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the second contact person. Via email, telephone or post.] |

1. Timescale

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| Return of EOI form  | 09:00 Monday 3rd August 2020 |

1. Additional materials (please note here and attach relevant documents with your application)

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| Item |  |  Description |  |
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1. Evaluation criteria

An invitee’s response will be evaluated against:

(a) The mandatory criteria identified in the table below.

(b) The overall proposition presented in the invitee’s response taking into consideration the variety of planned uploads and how you plan to engage young people and families

(c) Evidence provided of previous experience of delivering your service, whether face to face or online.

(d) Cost; please include your hourly rate and how your organisation will provide added value to this project and to the lives of families in Wallsend.

(e) An explanation of how you provide a quality service to young people and how this will impact on what you can offer to the *Growing Up in Wallsend* Platform.

(f) Demonstrate the organisation’s network of and to wider services in Wallsend that support children and young people.

(g) Demonstrate the organisation’s experience of collaborative working to support better outcomes for children, young people and families.

|  |  |
| --- | --- |
| Mandatory requirements | Complies |
| Safeguarding Policy | Yes/No |
| Liability Insurance | Yes/No |
| DBS  | Yes/No |
| 2 References  | Yes/No |

 Risk Assessment Yes/No

|  |
| --- |
| Other evaluation criteria |
| (a) Ensure that the service is tailored specifically to the needs of children and young people of Wallsend. |
| (b) Ensure that the resources are accessible for all ages of children, young people and parents.  |
|  |

# Part B – Conditions of participation

1. Liability Insurance
2. DBS certificate
3. Full agreement to terms & conditions
4. Confidentiality policy
5. Safeguarding Policy

Invitation for Expression of Interest LOT 7 - Communication & Marketing

Funding available £2,000

The Organisation will develop a communications and marketing strategy and plan for *Growing up in Wallsend*, engaging with children and young people to support insight. The Organisation will implement the strategy and take operational responsibility for its delivery over the six-month period.

Organisation name …………………………………………….

1.Provider details

|  |
| --- |
| Organisation name: |
| EOI title: |

1. Registration

[Please provide your contact details]

|  |  |
| --- | --- |
| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the project manager. Via email, telephone or post.] |

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| --- | --- |
| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the second contact person. Via email, telephone or post.] |

1. Timescale

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| Return of EOI form  | 09:00 Monday 3rd August 2020 |

1. Additional materials (please note here and attach relevant documents with your application)

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| Item |  |  Description |  |
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1. Evaluation criteria

An invitee’s response will be evaluated against:

(a) The mandatory criteria identified in the table below.

(b) The overall proposition presented in the invitee’s response taking into consideration the variety of planned uploads and how you plan to engage young people and families

(c) Evidence provided of previous experience of delivering your service, whether face to face or online.

(d) Cost; please include your hourly rate and how your organisation will provide added value to this project and to the lives of families in Wallsend.

(e) An explanation of how you provide a quality service to young people and how this will impact on what you can offer to the *Growing Up in Wallsend* Platform.

(f) Demonstrate the organisation’s network of and to wider services in Wallsend that support children and young people.

(g) Demonstrate the organisation’s experience of collaborative working to support better outcomes for children, young people and families.

|  |  |
| --- | --- |
| Mandatory requirements | Complies |
| Safeguarding Policy | Yes/No |
| Liability Insurance | Yes/No |
| DBS  | Yes/No |
| 2 References  | Yes/No |

 Risk Assessment Yes/No

|  |
| --- |
| Other evaluation criteria |
| (a) The strategy must be robust and achievable.  |
| (b) Demonstration of the networking ability to reach the Wallsend community.  |

# Part B – Conditions of participation

1. Liability Insurance
2. DBS certificate
3. Full agreement to terms & conditions
4. Confidentiality policy
5. Safeguarding Policy

Invitation for Expression of Interest LOT 8 - Parenting

Funding available £7,000

The Organisation is expected to deliver online services and support to parents on parental issues generally and specifically pertaining to life stages (e.g. babies, early years foundation stage, teenage years, transition periods) to support parental styles and challenges through phases. As Solihull courses are available through the Local Authority for parents in North Tyneside, this offer needs to be differentiated and bespoke to Wallsend. It should include interaction with parents, a resource bank, signposting and a Q&A facility.

Organisation name …………………………………………….

1.Provider details

|  |
| --- |
| Organisation name: |
| EOI title: |

1. Registration

[Please provide your contact details]

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| --- | --- |
| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the project manager. Via email, telephone or post.] |

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| Name: |  |
| Position title: |  |
| Address: |  |
| Contact details: | [Detail how invitees can contact the second contact person. Via email, telephone or post.] |

1. Timescale

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| Return of EOI form  | 09:00 Monday 3rd August 2020 |

1. Additional materials (please note here and attach relevant documents with your application)

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| Item |  |  Description |  |
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1. Evaluation criteria

An invitee’s response will be evaluated against:

(a) The mandatory criteria identified in the table below.

(b) The overall proposition presented in the invitee’s response taking into consideration the variety of planned uploads and how you plan to engage young people and families

(c) Evidence provided of previous experience of delivering your service, whether face to face or online.

(d) Cost; please include your hourly rate and how your organisation will provide added value to this project and to the lives of families in Wallsend.

(e) An explanation of how you provide a quality service to young people and how this will impact on what you can offer to the *Growing Up in Wallsend* Platform.

(f) Demonstrate the organisation’s network of and to wider services in Wallsend that support children and young people.

(g) Demonstrate the organisation’s experience of collaborative working to support better outcomes for children, young people and families.

|  |  |
| --- | --- |
| Mandatory requirements | Complies |
| Safeguarding Policy | Yes/No |
| Liability Insurance | Yes/No |
| DBS  | Yes/No |
| 2 References  | Yes/No |

 Risk Assessment Yes/No

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| --- |
| Other evaluation criteria |
| (a) Evidence that the course has impacted on parents and/or children.  |
| (b) Demonstration of how the organisation intends to interact with parents.  |

# Part B – Conditions of participation

1. Liability Insurance
2. DBS certificate
3. Full agreement to terms & conditions
4. Confidentiality policy
5. Safeguarding Policy