



## FOUNDATION FOR ACTIVE COMMUNITY ENGAGEMENT

Based at St Andrews Methodist Youth Centre, Elm Park, Filton, Bristol, BS34 7PS  
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### Background Information

#### What we are

Foundation for Active Community Engagement (FACE) is a registered youth & community charity based in Filton, running regular activities for children, young people and vulnerable adults. FACE was set up as a charity in 2014, and was developed out of the work of St Andrews Youth Centre that had been providing youth work here in Filton for 50 years.

Our mission statement reads: Our mission is to provide effective and high quality services, activities, and support which allows people to grow and have fun. We value and respect our community, our service users, our staff, and our volunteers.

Our vision statement is: To be a community partnership engaging with others to provide valued services, support, and education to young people and to the wider society.

Our Core Values are: Fun, Respect, Integrity, Empowerment, Equality and Making a Difference.

We see ourselves as an active and developing charity with a passion for people – walking with people on their journey; educating, challenging and informing them as appropriate, seeing them grow and thrive to reach their full potential.

#### What we do

*Regular Activities* - We deliver weekly youth clubs, Silver Surfers, community learning opportunities, activity-based workshops (e.g. dance and circus skills), issue-based work (e.g. equalities work, e-safety, SRE, anti-bullying, etc.) and work with children and adults with social and learning disabilities. We consider our core work is with 'vulnerable people'.

We also host community learning courses, a kick boxing group, community events and meetings, and an Indian Pentecostal Church who use our building at weekends.

*Schools work* - this is organised in conjunction with local secondary schools and special schools to meet requirements. Students are referred for courses on a range of subjects such as Relationships & Sex Education, Self-Injury, Risky Behaviours, as well as Mentoring. We also provide support to two local secondary school Young Carers' group as needed.

*Residential trips* - are organised when time and funding permits, around 2-3 times per year and take place in a variety of locations. These are great opportunities to further our work with members in more relaxed surroundings. We also join with Filton Twinning Association for trips abroad!

*Evening/daytime trips* - are arranged for our weekly youth clubs each term, when time and funding permits. These may include swimming, ice skating, go-karting, 10pin bowling, etc. The Elm Park field is also used greatly during the finer months for sports activities.

*Community events* - Each year FACE holds an AGM to publicise the activities of FACE and present accreditation awards to members. Invited guests and visitors include parents, funders, church members, local residents, other community organisations, and local dignitaries. We also do regular fundraising activities such as a Christmas and Easter fayres, pub quizzes, bag packing in local supermarkets, sponsored events, stalls at local festivals, coffee mornings and cake sales. Staff are very much encouraged and expected to support fundraising and awareness-raising initiatives.

*New social enterprise venture*: Our latest project is to work towards creating a Social Enterprise; training and employing adults with learning and social disabilities to run a food kiosk at Elm Park. We are working towards this opening by the summer of 2019.

#### **\*Bristol Autism Project\***

FACE is very pleased to be supporting the Bristol City Council's 'Bristol Autism Project' holiday activities for 2018-2020 providing support staff to deliver the programme.

This involves activities in the community across Bristol for children 5-18years with autism and their families Monday - Friday all through the summer holidays and we are excited to be given this opportunity.

We are looking for enthusiastic and experienced staff to join us in this project - we hope that we can continue to build on the success of the past 11 months delivering this!

Sadly our current Team Leader has decided to move on, so we are looking for 2 Team Leaders to share this role moving forwards, overseeing the whole project, and then each holiday session will have a team of support assistants.

## **Where we are based**

FACE has sole use of the old St Andrews Methodist Youth Centre, Elm Park and is just off the A38 in Filton, about half a mile inside the South Gloucestershire boundary from North Bristol. The Youth Centre building itself sits between the church building and the Filton Leisure & Community Centres, just 100yards from the Elm Park playing fields.

## **How FACE is funded**

Filton Town Council currently funds one evening of youth provision for 7-12 year olds. South Gloucestershire Council currently contributes funding to the work of FACE for weekly youth provision at 3 sites, through commissioning arrangements and subcontracts from Lead Organisations. BBC Children in Need currently funds our work with disabled children and teens including sensory and messy play. Additional funding from other sources supports other children's and youth work, schools work, community work, project work, residential and evening trips. The Bristol Autism Project is funded by Bristol City Council.

We are constantly updating and improving our offer to local young people, as well as older and younger residents.

We welcome staff's input to our developments and are constantly looking for enthusiastic and passionate staff and volunteers who wish to join us in our journey. As we are a charity, this will always include being involved in our fundraising activities.

## **Staffing**

All staff (both paid and unpaid) must undertake reference checks, DBS Enhanced Checks, and induction sessions before starting work.

Formal supervision is provided by line managers. Weekly / day-to-day supervision is provided through our Leaders in Charge and Team Leaders managing small teams of paid and unpaid staff; concerns are passed on to line managers to be dealt with effectively.

## **Training**

In-house induction and training is provided, and all paid staff are employed on a structured scale agreed annually by trustees. All staff are expected to sign up to training opportunities as and when they arise, even if outside of normal work hours, in order to develop themselves and improve the quality of the charity's work.

Volunteers are encouraged to also attend any training they are willing / able to attend, to develop their work practise. Expenses are paid for this if applicable. Development of all staff is seen as vital for the charity's work to be enhanced in the future and all staff should embrace these opportunities.

Some training is non-negotiable and is seen as minimum requirements for our posts - e.g. biennial Safeguarding and Equalities training.

Bristol Autism Project staff will have an induction session, as well as an Autism awareness session before the activity programme begins.

## **Preparation, planning and evaluation**

All the sessions and trips require preparation, the minimum of which is that staff are expected (and paid) to arrive prior to the commencement of a session for vital communication-sharing and setting out activities.

Staff meetings, training, and annual training days are also an integral part of working at FACE as these allow staff to get to know each other better, share together at in-house training, and plan the work more efficiently.

Our work is evaluated in many different ways. After sessions time is set aside for staff to complete an evaluation-recording sheet. Our members also provide feedback which form part of the evaluation meetings that are carried out at staff meetings.

The Charity Director and Development Workers also complete Quarterly Reports, Operational Plans and Annual Reports, whereby all FACE's objectives are reviewed and evaluated. All staff are encouraged to take an active role in supporting these processes and have an input into their content.

Bristol Autism Project sessions will be evaluated by the children and the families attending, and staff will also share their views, in order that we can feedback to Bristol City Council for them to evaluate the service and improve the service in the future. All feedback gained will be shared with the Team Leaders who will prepare a final report at the end of the holidays. There will be an evaluation meeting for all staff on one evening following the holidays (date to be arranged by the staff).