

7<sup>th</sup> November, 2023  
Ref: 000371



## HOLIDAY ACTIVITIES AND FOOD (HAF) PROGRAMME IMPORTANT INFORMATION

Dear Parent/Carer,

Please find below information on the Holiday Activities and Food Programme that Derby City Council have asked us to share with you.

Kind regards,

Ms. K Leach and Mrs. K Morley  
Co-Headteachers

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### What is the Holiday Activities and Food Programme?

The Holiday Activities and Food Programme (HAF), funded by the Department for Education, provides free holiday club sessions. The free holiday clubs offer a wide range of activities, including sport, dance, drama, song writing and trips during the Easter, summer and winter school holidays. Children will also receive a nutritious meal whilst at the club.

### Who is the Holiday Activities and Food Programme for?

The Holiday Activities and Food Programme is for school aged children from Reception to Year 11 who are eligible for benefits-related free school meals.

### How do I book a place for my child?

From winter 2023, to book a place on the Holiday Activities and Food Programme you will require a unique code to prove that your child is eligible for benefits-related free school meals.

We advise parents or carers of children who are eligible for benefits-related free school meals to apply for their Derby HAF code before **22 November 2023**. This will ensure you can book your child's place on the winter HAF programme with ease.

### How do I get my unique Derby HAF code?

To apply for a Derby HAF code, scan the QR code below or complete the online form available at <https://forms.office.com/e/vEzBxnZ7Ck>

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Headteacher: Ms. K Leach



Register now for your Holiday  
Activities and Food eligibility code



### What information do I need to apply for a code?

The online form is easy to complete, and parents or carers will require:

- Parent's address and contact information
- Parent's National Insurance Number
- Each Child's name, address and date of birth

On completion of the online form, eligible parents and carers will receive an email with their Derby HAF code for each child within 5 working days.

### When can I book a place?

Bookings for winter 2023 will open in mid-November, more information and the booking page can be found at [www.derby.gov.uk/derbyHAF](http://www.derby.gov.uk/derbyHAF). Places for the Derby HAF programme are limited, and bookings will only be accepted with a Derby HAF code.

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