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**Building Bridges in Burnley**

**Service Level Agreement**

**Academic Year: 2023 - 2024**

**Building Bridges in Burnley**

**Offer of Services to Schools**

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We welcome you to our Lancashire Interfaith Schools Project with Building Bridges Burnley.

We are now accepting bookings for this academic year.

Below is a brief overview of the project and we have also attached the Service Level Agreement (SLA) and Booking Form.

Many schools have used the service previously and are aware of what the service offers. However, if you are **new** to the project - below is an overview of what we offer.

We have Muslim, Christian, Hindu, Buddhist, Sikh and Jewish faith friends and places of worship, with exclusive access for primary schools. We also have a sikh Drummer and some Muslim singers. All our sessions are very interactive and educational.

If you sign up for the **SLA** it would include **3 visits**. You can add additional visits at an extra charge (please refer to the SLA for pricing)

The options for SLA are:

* You can choose visits any mutually convenient date for a Faith friend to attend your school and provide an overview of their/a religion (full day visits)
* or you can choose visits to a place of worship (these visits are approx 1-2 hours).
* Or you can Mix and match your visits to include Faith Speakers in school and/or Place of Worship Visits. eg. You can have 2 faith visitors to visit in school and 1 visit to a place of worship)

(Assemblies are also offered as part of the visit - Each Faith Speaker that is booked can deliver an assembly on the day of the visit, if the school request it). You will be given the faith friends email and are requested to discuss the visit and timetable etc prior to the session.

Due to the recent pandemic, we are now also offering Virtual Interactive sessions if schools unable to accept visitors. Details can be discussed at the initial consultation if you wish to sign up for the service.

To register your interest please see the attached documents:

1. **SLA**: Complete, sign and return the completed Service Level Agreement (SLA).
2. **Booking form:** Complete the attached form selecting your preferred dates.
3. **Initial Consultation**: If you wish to have an initial consultation - please provide dates and times of your availability on your reply email, and we will book in a meeting. This will most likely be over the telephone.
4. **Bookings: Rehana** will arrange the bookings and provide the school with an email address for the faith friends. The school can liaise directly with the faith friend, however it's important to copy interfaithbookings1@outlook.com into all correspondence.

We will arrange visits from the dates that you request and send you confirmation of each visit and details of the visitor. You may call Rehana (between 2-5 on **WhatsApp**) to discuss the visits or our services/packages.

Further information of this project please see the link:

<https://www.lancsngfl.ac.uk/curriculum/re/index.php?category_id=76&s=!B121cf29d70ec8a3d54a33343010cc2>

May I take this opportunity to thank you for your co-operation, and should you have any queries, please do not hesitate to contact me directly.

Kind regards

**Rehana Ali**

**Contact details for booking enquiries are:**

**Email:** **interfaithbookings1@outlook.com**

**Manager- Peter:** **pminterfaithbookings@outlook.com**

**Visits Coordinator- Rehana: 07472555074 ( 2-5pm)**

**Building Bridges in Burnley – Offer of Services to Schools**

## Description of the Service Provider

Building Bridges in Burnley is a registered charity and was founded in 2002 to promote community cohesion and interfaith relations. Building Bridges in Burnley has experience of working with schools and colleges across the county to provide a focus for the educational, personal and spiritual development of young people.

We have developed an exciting and engaging offer for primary and secondary schools that supports the social, moral, spiritual, cultural development and education of our young people. Through facilitation and coordination our work plays a pivotal role in promoting inclusion and community relations across Lancashire and beyond.

We work with schools to provide specialist support to embed British Values into the curriculum, promoting tolerance, respect and a clear understanding of the diverse communities and their contribution to British Society. This allows schools, teachers and children to promote community cohesion as part of their everyday lives by exposing children and young people to role models and leaders from across the world.

## Service to be provided

The 'Offer to Schools' is a Service Level Agreement to provide support to help schools identify interfaith and cultural awareness opportunities for their children, young people and families in order to maximise their potential.

The support outlined in the 'Offer to Schools' helps head teachers and key teachers to:

* Develop a needs-led and outcomes-based approach to addressing community cohesion;
* Access resources to support the effective delivery of the Lancashire Agreed Syllabus for Religious Education;
* Review and evidence how the school is meeting the Ofsted criteria for SMSC (encompassing the promotion of British Values);
* Provide evidence towards certain aspects of the RE Quality Mark;
* Strengthen teaching and learning in Religious Education and Citizenship as well as the related Spiritual, Moral, Social, Cultural framework;
* Raise awareness of community issues and develop opportunities for teachers to engage with local communities;
* Access a programme of events to promote interfaith, cultural understanding and bring the curriculum to life.
* Bring together people of all cultures and faiths to grow in respect, understanding and friendship through inspirational celebrations, projects and diversity events.

This 'Offer to Schools' has been developed from discussions with head teachers and key teachers across Lancashire.

## Charges for Pay-as-you-go Services

Bespoke one-off sessions can be purchased to support schools' work. Pay-as-you-go, one-off session charges are:

|  |  |
| --- | --- |
|  **Rate per day**  | **£250** |
|  **Rate per ½ day**  | **£200** |

##

## Service Level Agreement Package

Some schools prefer a Service Level Agreement (SLA) for the academic year.

The visits should all be utilised within the timescale of the SLA for the academic year.

**Interested schools are offered a free initial planning meeting in order to ensure that advice and support is well matched to their individual needs. This meeting can be done telephonically and can be requested by email at** **interfaithbookings1@outlook.com**

## Package for Primary Schools

**Primary Package: £600**

|  |  |
| --- | --- |
|  **Primary School Package (£600)**  |  |
| Initial Meeting with Head teacher/ Lead Teacher via Zoom/telephone to provide initial consultation /guidance on the SLA. | * 1 Meeting/Telephone to learn more about our project on 07472555074 2-5pm
 |
| Special event assembly - this is held on the day the Faith Speaker attends for the session. | * 1 assembly for the whole school, from each faith visitor
 |
| Faith visitors to the school – these are speakers from different Faiths (e.g. Christianity, Judaism, Hinduism, Sikhism, Buddhism and Islam) OR these can be visits to places of worship. We work with schools to ensure we best meet their needs. **Please note: Due to the uncertainty of Covid and ongoing restrictions all sessions can be delivered via Zoom.** | * 3 sessions
 |

**If schools require additional sessions, these can be arranged at an additional charge of £200 per visit (full day) or £150 (half day). These are reduced prices for those who have taken the SLA and need more than the 3 sessions included.**

Conditions of Agreement

* We will provide a specialist member of staff and will endeavour wherever possible to accommodate a school/Establishment request.
* Session times will be arranged to suit the needs of schools and will be agreed between a member of staff from Building Bridges in Burnley and the school.
* Charges will be calculated as agreed and will be processed in line with this agreement. Collections will be arranged through invoice.
* Invoice will be issued on receipt of first booking form.

# Purpose of the Agreement

The School (the Commissioner) wishes to engage Building Bridges in Burnley (the Service Provider) in the provision of the Services in accordance with the terms of this agreement.

The Service Provider shall provide the Services as set out in the specification of work of this agreement.

# Length of Agreement

Provision of the services shall take place during the period September 2023 to July 2024.

# Variations

It may be possible to jointly agree some variation to the agreed service.

Monitoring & Evaluation

The Service Provider will monitor and report on their activity each term or on a different schedule by agreement, providing information on the activities carried out to Lancashire SACRE.

## Other packages

**Secondary Schools** can contact us for a bespoke programme or sign up to our 'Faith Friends' Project (further information is available on the website).

**Multicultural Days:** We can organise a multicultural day to include a variety of fun and exciting activities/workshops for the whole school. The project can be designed to suit your schools’ individual needs. The programme has been developed to provide schools with a variety of activities to explore their own and others' identities.

If you wish to make an informal enquiry, please contact:

Building Bridges in Burnley

Interfaithbookings1@outlook.com

pminterfaithbookings@outlook.com (management)

**SERVICE LEVEL AGREEMENT**

|  |  |
| --- | --- |
| School/ Establishment name |  |
|  |  |
| Address |  |
|  |  |  |  |
| Contact Name |  | School Number |  |
|  |  |  |  |
| Telephone Number  |  | Email  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***FOR SCHOOL:*** ***SELECT YOUR OPTION:***

|  |  |
| --- | --- |
| **SLA Package @ £600 for 3 visits**  | **Yes / No** |
| **Plus any additional days (if required):** |  |
| **No of full days @ £200 each** | **Yes / No** |
| **No of half day @ £150 each**  | **Yes / No**  |

**or**

|  |  |
| --- | --- |
| **Pay As You Go (PAYG)** | **Yes / No** |
| **No of full day sessions @ £250** |  |
| **No of half day sessions @ £200** |  |

 |
| **Signature** |  |  | **Designation in School**  |  |  |
|  |  |  |  |  |
| **Signature** |  |  | **Designation (Building Bridges in Burnley)**  |  |  |
|  |  |  |  |
| **Date**  |  | **Review date** |  |



**School Booking Form**  TODAYS DATE:\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Name and address of school  |   |
| Name of Contact at School andtel. no and email  |   |
| SCHOOL: Do you require a telephone consultation ?  |  If so, please email interfaithbookings1@outlook.com and advise what times are good for you  |
|

|  |  |  |  |
| --- | --- | --- | --- |
| **Please allow 6 weeks for the first booking session from the date of this form** |  BOOKING NO.1. ⬇️ | BOOKING NO.2. ⬇️ | BOOKING NO.3. ⬇️ |
| **Which faith** : please circle (Each faith visitor will provide a overview of the religion with topics relevant to the year groups. The children will have an opportunity to ask questions after each class/session) | IslamChristianitySikhismHinduismJudaism Buddhism  | IslamChristianitySikhismHinduismJudaism Buddhism  | IslamChristianitySikhismHinduismJudaism Buddhism  |
| Have you had a visitor from the same faith attend your school before ?  |  |  |  |
| We are offering a Visit to School or Zoom sessions (school to provide the zoom link) for the in-school visit. The place of worship visit will usually be around 10.00 -12.00.  | Please tick 1

|  |  |
| --- | --- |
| Zoom  |  |
| In School |  |
| Place of worship  |  |

  | Please tick 1

|  |  |
| --- | --- |
| Zoom |  |
| In School |  |
| Place of worship  |  |

 | Please tick 1

|  |  |
| --- | --- |
| Zoom |  |
| In School |  |
| Place of worship  |  |

 |
| Please give a few dates that the visit could be done during this academic year Please note once bookings are confirmed with your chosen dates, then they cannot be changed.  |  |  |  |
| Session times(We recommend: 20 min sessions for KS1 and 30-45 min sessions for KS2 )Reception and Year 1 can be seen together ☺  | Assembly time (if required)Reception Year 1 Year 2 Year 3Year 4 Year 5Year 6 Start and End times. | Assembly time (if required)Reception Year 1 Year 2 Year 3Year 4 Year 5Year 6Start and End times.  | Assemb⁷ly time (if required)Reception Year 1 Year 2 Year 3Year 4 Year 5Year 6 Start and End times. |
| Could the session be done in the hall? This provides enough room for the props/activities  | YES / NO | YES / NO | YES / NO |
| ANY COMMENTS TO NOTE FOR THE VISIT? Ie. Parking , Lunch, Special requests  |  |  |  |

 |

Kindly complete and return to: interfaithbookings1@outlook.com (07472 555074 Mon – Fri 2 – 5 pm)