

The Federation of Spixworth Schools Community Hub



Group Rules for Groups using the Hub

The following rules are agreed to ensure all users of the Community Hub understand the Vision for the Federation and how the systems and processes in place support this vision.

1. Name of group: The Federation of Spixworth Schools Community Hub

2. Aims and objectives of the group

- To contribute to children's learning and development
- To provide a safe place for families to meet, play and learn
- To enable families to offer support to each other and gain support from professionals as needed
- To meet needs for short-term, emergency clothing and food

3. Group owner: The Federation of Spixworth Schools

4. Our offer

The Community Hub is a central location providing a range of groups and facilities to meet local parental need. Some groups have a specific focus e.g. Music, others offer general networking opportunities e.g. community cafe

5. Membership

Any parent/carer with a pre-school child can attend the groups. Some groups e.g. Baby Yoga have age restrictions.

Any member of the Spixworth community can access clothes or food from the donation banks.

6. Attendance

Families can join groups by completing the registration form (support available to complete if required)

Registers of attendance are kept for all groups for Health and Safety and monitoring purposes

Families attending groups will be required to adhere to the Hub code of conduct

Access to clothes/food banks are at set times and do not require booking

7. Overview

The Family Support Advisor leads termly review meetings with the Federation leaders on the impact of the Hub.

Users of the Hub may be invited to attend and minutes will be made available to users

8. Finances

The Federation of Spixworth Schools is the account holder. Monies received via the Hub is ring fenced for Hub purposes only. Two signatories are required for payments.

9. Winding up the group

Should the Hub close any assets would be passed to the Friends Association of the Federation or a similar charitable group

10. Agreed/Signed and dated

These rules have been agreed on 1st March 2022 by The Executive Headteacher of The Federation of Spixworth Schools. Signed H. JordanDate

11. Review Date

These group rules will be reviewed annually. Next review date: March 2023