

ALLOCATION GUIDELINES

1. 1 Point would be allocated to each application which meets criteria in section 1. If any section 1 criteria are met then an additional 1 point would be added to the application if it meets any criteria in section 2
2. With a maximum of 9 points from section 1 and 2 – all qualifying applicants with 9 points will be allocated first followed by qualifying applicants with 8 points then 7 points etc
3. Section 3 criteria would be used where the number of remaining places exceeds the number of qualifying applicants at a particular level – for example, If after places have been allocated to those with 9 points, 8 points and 7 points, 6 points, 5 points and 4 points, there are 50 places remaining and there are 60 qualifying applicants with 3 points then the section 3 criteria would come into effect for those applicants and applications with 2 points or less would be deemed unsuccessful
4. For those in this final group, 1 point would be additionally allocated to each application remaining in the particular level of section 1/2. In this particular example we are working only with the 60 applications meeting 3 points in sections 1+2
5. With a maximum of 5 points from section 3 – all qualifying applicants with 5 additional points will be allocated first followed by applicants with 4 additional points then 3 additional points etc

Example Allocation

Number of applications	432
Number of places	400

	9 Points	8 points	7 Points	6 Points	5 points	4 points	3 points	2 points	1 point	0 points
SECTION 1 and 2 Applicants	10	32	41	29	127	111	60	13	8	1
Number of places remaining	390	358	317	288	161	50	-10	-23	-31	-32

SECTION 3	
Number of applications	60
Number of places remaining	50

	5 points	4 points	3 points	2 points	1 point	0 points
Applicants	12	0	31	7	9	1
Number of places remaining	38	38	7	0	-9	-10

Allocation successful



Allocation unsuccessful



move to section 3 criteria

General consensus across the parent groups that there is a need to have some sort of criteria for access to the CEC holiday hubs, ensure equity and ensure those with the most complex needs and / or the most vulnerable. The following criteria have been developed in consultation with the parent group

SECTION 1

CEC holiday hubs will be available to children and young people, who are the statutory responsibility of CEC, who attend:

- Special provision – either a CEC special provision or placed by the LA in special provision out with the City (1)
- ESB/ ESP provision **OR** as this is not available in each school then Head teacher recommendation can be used. (1)
- In receipt of audit hours support (1)
- Subject to Child Planning Meeting and recommended by senior education staff (1)
- In receipt of child disability payment mid level care and above. (1)
- Children recommended by other out school providers (1)

SECTION 2

If one of the following criteria is reached then additional weighting may be added for

- Home schooled children (1)
- those who are unable to attend CEC schools (1)
- Care experienced children (1)

SECTION 3

Given the role of hubs in preventing family breakdown when oversubscribed priority will be given to those who meet the criteria above and are at imminent risk of breakdown and especially subject to the additional pressure on some families who are facing poverty.

If provision is oversubscribed priority would be given to:

- Families impacted by poverty – in receipt of Scottish Child Payment (1)
- Single carer families (1)
- Families living in temporary accommodation (1)
- Families in receipt of universal credit (1)
- Families identified by social work as at risk of family breakdown (1)