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**A warm welcome- Offer of services to schools**

**Service Level Agreement (SLA)**

The standard SLA is a request from yourselves for three visits (with/without additional visits) OR Tailored 'One-Off visits'. Below are the types of visits we provide:

* **Full-day visits to your school from Faith Friends.**

This visit can include assembly if required- Each faith visitor will provide an overview of their religion with topics relevant to the year groups. The children will have an opportunity to ask questions after each class/session

OR

* **External visits to a place of worship.**

These visits are approximately 1-2 hours in length. Please note you will have to arrange your own transport to and from the place of worship

OR

* **Virtual Interactive Sessions.**

Due to the recent pandemic, we now offer virtual sessions if required)

OR

* **Combination of these visits.**

A mixture of these visits to suite your needs

**What do you need to do next?**

1. Complete and sign the attached **SLA** and return via email to [**pminterfaithbookings@outlook.com**](mailto:pminterfaithbookings@outlook.com)
2. Indicate on the SLA if you wish to have an **Initial consultation.**

(A meeting, usually over the phone, with one of our school coordinators to answer any of your questions and give you a more in-depth explanation of what will happen on each visit- usually suited for schools who have not worked with us previously)

1. Complete the attached **booking form** selecting your required faith/ type of visit you require for each of the three visits, indicating a range of your preferred dates.

**What will happen then?**

* After receiving the SLA and booking form, we will send you an invoice for the appropriate amount- Please note, payment is expected within a month of us issuing the invoice.
* We will arrange three visits for the dates that you have requested and send you confirmation of each visit along with the relevant details for that visit.
* We will provide contact details for Faith Friends (if applicable) so that you can discuss the visit requirements in greater details with them prior to the visit (Access, timetable etc).

For 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 interest, and should you have any queries, please do not hesitate to contact me directly.

Kind regards

**Jessica Hind**

**Project manager**

**Email:** [**pminterfaithbookings@outlook.com**](mailto:pminterfaithbookings@outlook.com)

**[](http://www.google.co.uk/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=2ahUKEwiK8v7R143eAhUGWiwKHVl1A9gQjRx6BAgBEAU&url=http://www.eastlancshealthyminds.co.uk/details/directory/building-bridges-in-burnley/329/&psig=AOvVaw3gTmhMM8oH0geQjaJXM-rD&ust=1539872878782506)**

**Service Level Agreement**

**Academic Year: 2024 – 2025**

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**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.

## 

## **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.

## **Package for Primary Schools- £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 |
| 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 Friends visits to the school  AND/OR  Visits to places of worship.  **Please note: Post-covid all sessions can be delivered via Zoom if required (School will provide the zoom link no later than 48 hours prior to the visit)** | 3 Visits |

**Additional SLA visits ONLY:**

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 visits included.

## **Pay-as-you-go Services- Solo Visits:**

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

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

**Conditions of this 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.
* We work with schools to ensure we best meet their needs and will try our best to accommodate your requests.

# **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 2024 to July 2025. We will work with your school to find suitable dates within this time-frame to undertake all three visits.

**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.

**Safegaurding**

Building Bridges Burnley are committed to ensuring all their staff behave in an appropriate and positive manner. All Faith Friends are DBS registered.

Building Bridges are not responsible for external members of the public or staff at the places of worship. Please ensure children are supervised by staff from your school at all times during visits.

**Feedback or complaints**

Feedback is encouraged as it helps us to improve our programme and helps us to work effectively with schools. Should you unfortunately have any issues or complaints please email the project manager, [**pminterfaithbookings@outlook.com**](mailto:pminterfaithbookings@outlook.com)

**Additional services:**

**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.

**Secondary Schools and Higher Education:**

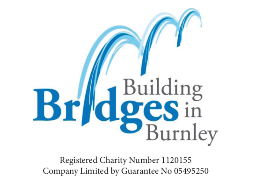
Please contact us on the below email if you are interested in one of our team delivering a presentation to your students.

**Should you be interested in either of these services please email the Project manager;** [**pminterfaithbookings@outlook.com**](mailto:pminterfaithbookings@outlook.com)

**SERVICE LEVEL AGREEMENT**

|  |  |  |  |
| --- | --- | --- | --- |
| Establishment name | | |  |
|  |  | | |
| Full Address |  | | |
|  |  | | |
| School Number |  | | |
|  | |  | |
| Details of primary contact-  (Name,Telephone number and Email address) | |  | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PLEASE SELECT YOUR OPTION :**   |  |  | | --- | --- | | **SLA Package- £600 for 3 visits** | **Yes No** | | **Do you require additional days?** | **Yes No** | | **Number of additional full days (£200 each)** |  | | **Number of additional half days (£150 each)** |  |   **OR**   |  |  | | --- | --- | | **Solo Visit Only (Pay As You Go)** | **Yes No** | | **Number of full day sessions-**  **(£250 each)** |  | | **Number of half day sessions-**  **(£200 each)** |  | | | | | | | | | |
| **Signature** |  | |  | **Designation in School** | | |  | | |  |
|  | |  |  | |  |  | | |
| **Signature** |  | |  | **Designation (Building Bridges in Burnley)** | | |  | | |  |
|  | |  | | |  |  | | |
| **Date** |  | | | **Review date** | | | |  | | |

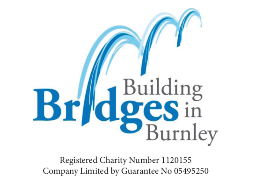


**School SLA Booking Form**

**Please allow 6 weeks for the first booking from the date of this form**

|  |  |
| --- | --- |
| Do you require an initial consultation? | YES NO |
| |  |  |  |  | | --- | --- | --- | --- | |  | **VISIT 1** | **VISIT 2** | **VISIT 3** | | **Faith required:** | **Buddhism**  **Christianity**  **Islam**  **Judaism**  **Hinduism**  **Sikhism** | **Buddhism**  **Christianity**  **Islam**  **Judaism**  **Hinduism**  **Sikhism** | **Buddhism**  **Christianity**  **Islam**  **Judaism**  **Hinduism**  **Sikhism** | | **Have you had a visitor from the same faith attend your school before?** | **YES NO**  **If Yes, what is their name:** | **YES NO**  **If Yes, what is their name:** | **YES NO**  **If Yes, what is their name:** | | **Visit Type Required:**    The place of worship visit will usually be around 10.00 -12.00. | **Faith Friend- School visit**  **Place of Worship**  **Online- Zoom** | **Faith Friend- School visit**  **Place of Worship**  **Online- Zoom** | **Faith Friend- School visit**  **Place of Worship**  **Online- Zoom** | | **Available Dates:**  Please note once bookings are confirmed with your chosen dates, then they cannot be changed. |  |  |  | | **Please input times slots for each group you want visited.**  **We recommend:**  **20 min sessions for KS1**  **30-45 min sessions for KS2**  **Reception and Year 1 can be seen together** | **Reception:**  **Year 1:**  **Year 2:**  **Year 3:**  **Year 4:**  **Year 5:**  **Year 6:**  **If required for Assembly please input time:** | **Reception:**  **Year 1:**  **Year 2:**  **Year 3:**  **Year 4:**  **Year 5:**  **Year 6:**  **If required for Assembly please input time:** | **Reception:**  **Year 1:**  **Year 2:**  **Year 3:**  **Year 4:**  **Year 5:**  **Year 6:**  **If required for Assembly please input time:** | | **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?**  **(Parking, Lunch, Special requests)** |  |  |  | | |

Kindly complete if applicable and return to: [pminterfaithbookings@outlook.com](mailto:pminterfaithbookings@outlook.com)



**Additional visits/ Solo Visit booking form**

**Only complete if you require additional visits to the three already provided in your SLA OR if you are only booking a Pay-As-You-Go visit.**

|  |  |
| --- | --- |
| Do you require an initial consultation? | YES NO |

|  |  |  |  |
| --- | --- | --- | --- |
| **(Please highlight)** | **Additional SLA Visit/ Solo visit** | **Additional SLA Visit/**  **Solo Visit** | **Additional SLA Visit/**  **Solo Visit** |
| **Faith required:** | **Buddhism**  **Christianity**  **Islam**  **Judaism**  **Hinduism**  **Sikhism** | **Buddhism**  **Christianity**  **Islam**  **Judaism**  **Hinduism**  **Sikhism** | **Buddhism**  **Christianity**  **Islam**  **Judaism**  **Hinduism**  **Sikhism** |
| **Have you had a visitor from the same faith attend your school before?** | **YES NO**  **If Yes, what is their name:** | **YES NO**  **If Yes, what is their name:** | **YES NO**  **If Yes, what is their name:** |
| **Visit Type Required:**  The place of worship visit will usually be around 10.00 -12.00. | **Faith Friend- School visit**  **Place of Worship**  **Online- Zoom** | **Faith Friend- School visit**  **Place of Worship**  **Online- Zoom** | **Faith Friend- School visit**  **Place of Worship**  **Online- Zoom** |
| **Available Dates:**  Please note once bookings are confirmed with your chosen dates, then they cannot be changed. |  |  |  |
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| **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?**  **(Parking, Lunch, Special requests)** |  |  |  |

Kindly complete if applicable and return to: [pminterfaithbookings@outlook.com](mailto:pminterfaithbookings@outlook.com)