



Dear Parent/Guardian,

The team at Haldane Youth Services would like to extend a very warm welcome to all our existing and new members. We are looking forward to working with you and your child. We have detailed some information which you may find useful.

### **Background**

Haldane Youth Services is a registered charity working throughout West Dunbartonshire, delivering a range of projects, programmes, and activities for children, young people, and families. We work with children from local schools and the wider community.

Our organisation is run by a voluntary Board of Trustees made up of local people who are committed to supporting opportunities for young people.

We are dedicated to providing young people with the opportunity to participate in a wide range of activities that help develop skills, raise aspirations, build confidence, and enhance self-esteem.

### **Charitable Status**

We rely on support from the local authority, trusts, funders, and supporters to enable us to run our projects. As a group we actively fundraise in our own time and encourage your family to support these events. If you would like to become a parent helper/volunteer or be involved with our Board of Trustees, please get in touch to discuss the matter further.

We are currently funded by BBC Children in Need. The Robertson Trust, Young Start the National Lottery, The Henry Smith Foundation, West Dunbartonshire Youth Success Fund, Reach Bank of Scotland Foundation.

### **Staff Team**

- Carolyn Mackie - Project Manager
- Jack Martin - Project Assistant
- Sarah Houston – Youth Worker
- Chloe Daly – Trainee Youth Worker
- Jay Sweeney – Trainee Youth Worker
- Carrieanne McVey – Youth/Outreach Worker
- Jane Fincham – Outreach worker
- Leanne Andrew – Administrative & Financial Assistant

### **Engagement**

We actively encourage parents and carers to engage with our service and get to know our team. We operate an open-door policy and welcome opportunities to build positive relationships with families.

### **Taking Part in Our Activities and Programmes**

Throughout the year, Haldane Youth Services delivers a variety of programmes, activity blocks, events, trips, and opportunities for young people.

Information about available activities will be shared directly by Haldane Youth Services through email, social media, our website, or through local schools and community partners.

Where booking is required, families should complete and return any registration or programme forms by the stated deadline to help us plan and prepare activities effectively.

Once a place has been confirmed, you will receive further information about the activity, including dates, times, venue details, and any specific arrangements. Please remember to check your spam or junk folder, as some emails may be redirected there.

### **Access to our Premises**

Depending on the programme or activity, sessions may take place at Haldane Youth Services, local schools, community venues, or other locations within West Dunbartonshire.

Specific details regarding venues, collection arrangements, and transport requirements will always be provided in advance within invitation letters, programme information, or activity updates.

### **Medical Forms - IMPORTANT**

When enrolling with us we ask that you fill out a medical form detailing who to contact in an emergency and the child's medical history. This needs to be returned as soon as possible in case an emergency takes place.

Click on link to complete medical form:

<https://app.upshot.org.uk/signup/7d4a582e/d2acc01f49659814/>

### **Payment**

Each session that your child attends we ask for a £1 donation. This can be paid individually or for the month. Trips and residential are slightly more depending on what they are. This will be stated on the invite letter or discussed if a parents meeting is necessary.

### **Keep in Touch**

Please like our Facebook Page to receive regular updates about the project. Just search Haldane Youth Services and "like" our page.

**Phone:** 01389 600367

**Email:** [info@haldaneyouthservices.org.uk](mailto:info@haldaneyouthservices.org.uk)

**Visit our website:** <https://haldaneyouthservices.org.uk/>

Please save our email address above in your email to ensure you receive all emails sent from Haldane Youth Services.

Our Team is very much looking forward to working with you and your child(ren) and please do not hesitate to contact our team with any questions or queries about our projects.

Kind Regards,

Haldane Youth Services Team