



Perfect Practices

The newsletter of Ealing EYDCP

Summer 2007

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www.childrenscentres.org.uk

INTRO ●

Dear Colleagues

I feel honoured to be asked to write this quarter's introduction of Perfect Practices and to be part of this very successful publication, which is such a good source of information.

I have been working for Ealing Council for coming up to 19 years. I originally started work within Social Services Placement Team, dealing with the placement of children and the elderly. I also worked in the Under-8's Section, processing childminders and daycare applications. I have been in my current role within the Children's Information Services (CIS) since 2001 and am proud to be part of a team that is making a difference every day for parents, carers, young people and childcare providers in the local community.

We have now settled into our new location at 25a Laurel Gardens in Hanwell and have successfully established our new Childcare Information Shop, which receives a number of visits every day.

At the beginning of the year the Council was inspected, as part of the Joint Area Review (JAR). The outcome received for The 'Children and Families Department' was an impressive rating of "Good". I would like to take this opportunity to congratulate everyone involved in making this borough a great place for everyone.

One of our main focus points in the CIS is the 'Working Tax Credit' and 'Child Tax Credit'. Many parents may be missing out on this funding, so please help us to promote this information in your settings. For more information see the article about financial assistance for parents on page 9 in the CIS section.

Also as providers, please remember that for us to represent your business or service we require your co-operation to update the information we hold.

If you would like further detail on any topics relating to children and families for your setting, or to simply say hello, please contact us at the Children's Information Service:

020 8825 5588 children@ealing.gov.uk

I look forward to hearing from you, keep up the good work!
Best wishes,



Barbara Simpson
Acting Children's Information
Service Manager



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Perfect Practices is published every quarter by Ealing Early Years Development and Childcare Partnership.

If you would like further information about the magazine, or would like to contribute an article contact:

Laura Jay
020 8825 5606
ljay@ealing.gov.uk

Childcare Week 2007

This year's National Childcare Week took place in the second week of June.

Organised by Daycare Trust, the event aims to raise awareness of issues in the childcare sector, promote formal childcare and involve as many people as possible in events that celebrate childcare. The focus of the week was a special conference held on 13 June 2007 at the Queen Elizabeth II Conference Centre, SW1.

A national children's competition also took place during Childcare Week. Children around the country were invited to say what they like about their childcare, and how it has benefited them. There were three categories for entry: under-sevens made thank-you cards for their carer and seven-nine year olds designed posters to advertise their out of school club. Children over 10 were asked to be a reporter for a day and submitted articles about their club.

Daycare Trust launched the findings from the first strand of their 'Listening to Families' project. The event also saw the launch of the second strand of the research. 'Listening to Families' aims to find out more about families' experience of, views on and needs for childcare. This is a very exciting piece of research as it will allow families' voices to be heard and reported back to the Department of Education and Skills (DfES) who are funding the work.

CONTACT

For more information visit
www.daycaretrust.org.uk

Partnership Meeting Dates 2007

The dates of forthcoming EYDCP Partnership Meetings are:

Tuesday 17 July 2007 (CANCELLED)
1.00pm - 3.30pm

Tuesday 25 September 2007
9.30am - 11.30am

Tuesday 27 November 2007
1.00pm - 3.30pm

CONTACT

If you would like to be added to the mailing list to receive a copy of the agenda and venue information please contact:

Sinead Calver
020 8825 8200
scalver@ealing.gov.uk

Ealing EYDCP
Centre for Early Years Childcare and Play, 25a
Laurel Gardens, Hanwell, W7 3JG



TRAINING NEWS

No deposit required!

Due to a review of our procedures, applicants for training courses featured in the Early Years Childcare and Play Training Programme are no longer required to submit a deposit with their application form.

CONTACT

For additional copies of the 2007-2008 Training Programme call **020 8825 8200**

Childcare Affordability Programme

Phase 1 and Phase 2 updates

Childcare Affordability Programme (CAP) Phase 1

We have new leaflets and maps of all the nurseries offering subsidised places through the Childcare Affordability Programme. If anyone would like to receive a copy of these, please contact the CIS.

Childcare Affordability Programme (CAP) Phase 2

Ealing formed a consortium with other West London Local Authorities to bid for the Childcare Affordability Programme (CAP) Phase 2 Round 2. Ealing will run its programme through Job Centre Plus, Children's Centres, Adult Education and Training Providers.

It will meet the childcare needs of eligible parents to return to work, undertake a vocational course leading to higher education or work, undertake basic skills training, for example ESOL or to undertake work experience.

The funding will cover childcare for children aged under 5, for no more than £205 a week, for up to 3 months and will be paid direct to the childcare provider.

Both the childcare provider and the parent will be required to sign an agreement before any funding can be paid. Childminders are eligible as long as they are part of an approved childminding network.

The target beneficiaries are:

- Lone Parents
- Refugees and Asylum Seekers (with settled status)
- Teenage Parents
- BME communities
- Parents living in temporary accommodation
- Families on low income (claiming working tax credit)

CONTACT

For more information contact:
Melanie Smith
Business Support Officer
020 8825 9760
melanie.smith@ealing.gov.uk

Children's Information Service
020 8825 5588
children@ealing.gov.uk

CONFERENCE 2007

This year the Early Years Childcare and Play Conference will be based on the theme of 'The Healthy Child'. The event will take place on:

**Saturday 8
September 2007**

Opening keynote by Olympic Champion Sally Gunnell

Look out for further information, which will be sent directly to all providers soon!



Are you benefiting from the Transformation Fund?

Over the next two years the Government is investing £250 million to develop the skills of people who work with young children.

This fund will help your setting raise the quality of the early years education and childcare you offer to children.

Ealing has an allocation from this fund to spend until August 2008. Some elements are specifically for full daycare settings, but other strands are available for everyone working in early years in the private, voluntary and independent sector, this includes sessional groups and childminders.

What are the priorities of the fund?

The fund will provide financial support for staff in the early years workforce to undertake training towards an Early Years Professional Status. It will provide a recruitment incentive and quality premium for eligible full daycare providers in all sectors and training for staff to work with children with disabilities and those with special educational needs.

Ultimately, due to the investment in training and development

we will see an increase in the skills and qualifications of staff employed in settings, and in particular an increase in the numbers of Level 3 qualification!

Who can apply?

Direct Training

Childminders and settings offering full daycare, sessional care for under-5s can access the Level 3-5 and the Children with Disabilities and Special Educational Needs training.

Recruitment Incentive & Quality Premium

Can be accessed by settings offering Full Day Care (open for more than four hours).

Turn to page 21 to find out how an Ealing childminder is using the Transformation Fund to support her degree studies.

Training to achieve Early Years Professional Status

All full daycare settings including Children's Centres and other maintained nursery settings can apply for the training to achieve Early Years Professional Status.

CONTACT

For further information contact:

Jane Maltais
020 8825 6202
jmaltais@ealing.gov.uk

Or visit:
www.childrenscentres.org.uk/grant



Play And Learning to Socialise

PALS: a new social skills training programme for Early Years

PALS is a new social skills training programme for children aged 3-6 years. It was piloted last year in the London Borough of Hillingdon with very positive results. It has now been launched this term in Ealing in ten early years settings and will be introduced to more settings in the Autumn term.

The key benefits of the PALS programme are that it:

- Promotes young children's social skills
- Promotes positive behaviours
- Facilitates language development
- Promotes emotional literacy
- Supports the delivery of the early years personal, social and emotional development curriculum

The programme teaches children constructive ways to solve problems in social situations. It does this using stories (acted out by puppets), video scenarios, role play

activities and songs.

The programme consists of 10 sessions of 30 minutes each and these are offered to small groups of four to six children. The same group meets each week and each session focuses on developing a particular skill such as greeting others, taking turns and sharing.

The programme is very user-friendly and comes in a zipped bag. Each bag contains a resource book, a session book, a poster, a PALS video, an audio CD and three puppets.

CONTACT

For further information, or to express an interest in being part of the next group taking part in the programme, please contact

Joyce Hamilton
Area SENCO Administrator
020 8825 5290

or **Irene Tymkiw**,
Educational Psychologist
(Early Years)
020 8825 5050



Ofsted Health Forms

Ofsted reports that over half of the Health Declaration Booklets which they receive are old-style forms.

This is causing additional and unnecessary administrative work and delaying the progress of some applications.

All new childcare application packs for both childminding and day care contain the new-style Health Declaration Booklet. However some people may still be holding application packs that contain old forms.

Ofsted asks that CISs and providers:

- Check application packs and ensure that only new style Health Declaration Booklets are enclosed.
- Destroy all old-style booklets (these have a grey cover page).

The new style Health Declaration Booklets are easily recognisable as they have a plain white cover page and the sections for completion are numbered A through to D. You can download an up-to-date Health Declaration Booklet from Ofsted's website:

www.ofsted.gov.uk/assets/Internet_Content/Shared_Content/Childrens/files/hdb2007.pdf

BULLYING

How to spot it How to **STOP** it

What is bullying?

Bullying can be defined as a situation where someone is being deliberately hurtful to others over a period of time and the person being bullied usually finds it difficult to defend themselves.

There are different types of bullying, but the main ones are:

- **Physical:** Hitting, kicking, taking belongings
- **Verbal:** Name calling, insulting, making offensive remarks
- **Indirect:** Spreading nasty stories about someone, not including them in social groups

How I can tell if a child is being bullied?

Bullying is a very serious problem for children and can be upsetting for the parent or carer as well as the child. Children may find it hard to talk about being or bullying others. This can make it hard to know if a child is being bullied. However, there are some signs that indicate that a child is the victim of bullying:

- Making excuses not to go to school
- Torn clothes
- Broken or missing school things, lost money
- More bruises or scrapes than usual
- Signs of stress: being moody, silent, crying or bullying a younger sibling
- Bed wetting (younger children)
- A change in eating habits

Please note, there may be other reasons for the symptoms listed, so be careful to avoid jumping to conclusions. If you think a child is being bullied, try to encourage them to talk about it. Let them know that no child deserves to be bullied and that threats, verbal abuse, racist, sexist or homophobic name-calling, are all forms of bullying. As are being left out, ignored or harassed in any way.

This information was supplied by the Department for Education and Skills in conjunction with Parentline Plus



Further Information

Advisory Centre for Education

Independent advice and information on all matters concerning schools, including bullying.

0808 800 5793

www.ace-ed.org.uk

Parents Centre

Information and support on how to help with a child's learning, including advice on bullying.

www.parentscentre.gov.uk/bullying

Anti-bullying Alliance

This website provides information and advice on tackling bullying.

www.anti-bullyingalliance.org

Parentline Plus

For information, advice and someone to talk to, call the free helpline service.

0808 800 2222

www.parentlineplus.org.uk

Urgent Request to All Childminders

Please update your details every month, even if nothing has changed.

Updated records will be at the top of printed lists and will advertise your service accurately.

Old records with vacancies may be removed from the list. So please call, email or drop in to our Childcare Information Shop between 9:00am and 5.00pm Monday to Friday at:

Centre for Early Years Childcare and Play
25a Laurel Gardens, Hanwell, W7 3JG

CALL: 020 8825 5588

CLICK: children@ealing.gov.uk

CONNECT: www.childrenscentres.org.uk

Summer Fun!

The Ealing Summer Activities Brochure

outlines activities for children and young people in the Borough of Ealing over the school summer holiday. The brochure has been produced annually with great success since 2001.

Last year 12,000 copies were distributed to schools, libraries and community centres around the borough with many more copies downloaded from the council's website. We will be sending a copy of the brochure to all registered childcare providers when the brochure is published in June.

Help With Costs

Every day the CIS advises parents on the various forms of financial assistance available to help with the cost of childcare. If you work with parents you can also help spread the message and ensure that they are getting everything that they are entitled to.

Tax Credits

A family does not have to be in paid employment to receive the Child Tax Credit but if both partners are working at least 16 hours a week they may be eligible for Working Tax Credit as well. Working Tax Credit contains a Childcare Element, which parents can claim towards the cost of registered childcare.

Tax credits are calculated from all your family income. If any of your circumstances change it is important to inform Customs and Revenue (HMRC) as soon as possible.

Tax Credits helpline: 0845 300 3900

Child Benefit

Child Benefit is a tax-free benefit to help parents with the cost of caring for their child. It is payable for each child from birth until at least 16.

If you have just had a baby, you should start to claim Child Benefit within three months of their birth, otherwise you will lose some of the benefit.

Child Benefits helpline: 0845 302 1444

Child Trust Fund

Child Trust Fund is a long-term savings and investment account designed to give children a financial head start in life.

You will automatically be sent a Child Trust Fund voucher worth £250, about a month after you first start receiving Child Benefit. You then use that voucher to open a Child Trust Fund account for your child.

Child Trust Fund helpline: 0845 302 1470

CONTACT

Please contact the Children's Information Service for further advice. We also stock information leaflets and Tax Credits application forms.

020 8825 5588 children@ealing.gov.uk

Goodbye Marvis!

Marvis Cummins, Development worker for Out of School Provision has left for pastures new.

Marvis is now a Teacher at Dormers Well's Children's Centre and will be working one additional day a week on the Early Years Advisory Team as a Foundation Stage consultant.

Over the years Marvis has supported a number of out of school provisions in many different ways and will be greatly missed. We would like you to join us in thanking Marvis for her all her hard and enthusiastic work over the years, and we wish her all the very best in her new job.

Marvis's Farewell Message

I have enjoyed working with all of the Out of School providers. We have had a wonderful journey over the last few years and I would like to take this opportunity to thank you all for the wonderful work you do and for allowing me to guide, support, monitor and advise you. You have always been willing to work in partnership with others and myself and take on challenges with a positive attitude.

I will always be interested in your progress and I know that you will continue to provide high quality childcare.

I wish you all the best for the future.

Marvis



Extended Schools

Out of School staff met with Sarah Thompson, the Extended Schools Co-ordinator on 10 May 2007.

Sarah provided some very useful information. She explained what an extended school is, and outlined Ealing's vision for the future.

There was time to discuss the issues and problems that providers were having around premises and space.

All these concerns have been collected, and the Out of School team will endeavour to read through them and try to develop some positive solutions.

This will be an agenda item for the next provider network meeting, (see opposite page) where feedback on the concerns raised can be discussed further.

For further information visit:
www.everychildmatters.gov.uk/ete/extendedschools

WANTED

Play Leaders

Are you looking for a rewarding and exciting position in Ealing's Play Service?

Do you have a Level 2 qualification or higher?

Call now to be placed on the waiting list for an application form:

020 8825 9505

Training Workshops

Two training workshops for Out of School providers were held recently. These were on Observation and Assessment and Quality Indicators.

Providers who attended found these workshops extremely useful and felt they will help them raise quality of care within their practice. Some quotes from both workshops are shown opposite.

These workshops will be running again soon and we will mail out the information when dates have been agreed.

Quality Indicators

It was good to see how the Q.I.'s link to the National Standards

The workshop encouraged me to reflect on my practice

I am now clear about how to observe

The workshop made me realise the importance of observation

Observation and Assessment

Dates for your diary

Providers Network Meetings

Dates 27 June 2007
10 October 2007
13 December 2007
(Christmas get together)

Time 6:00pm–6:30pm: come and mingle,
meeting time: 6:30pm–8:30pm

Providers, who regularly attend these meetings, have found them very beneficial and they are a perfect opportunity for sharing information and ideas. It is also an ideal way to hear about new information and important issues including Ofsted, child protection and training.

Providers also have an opportunity to add items for discussion on the agenda.

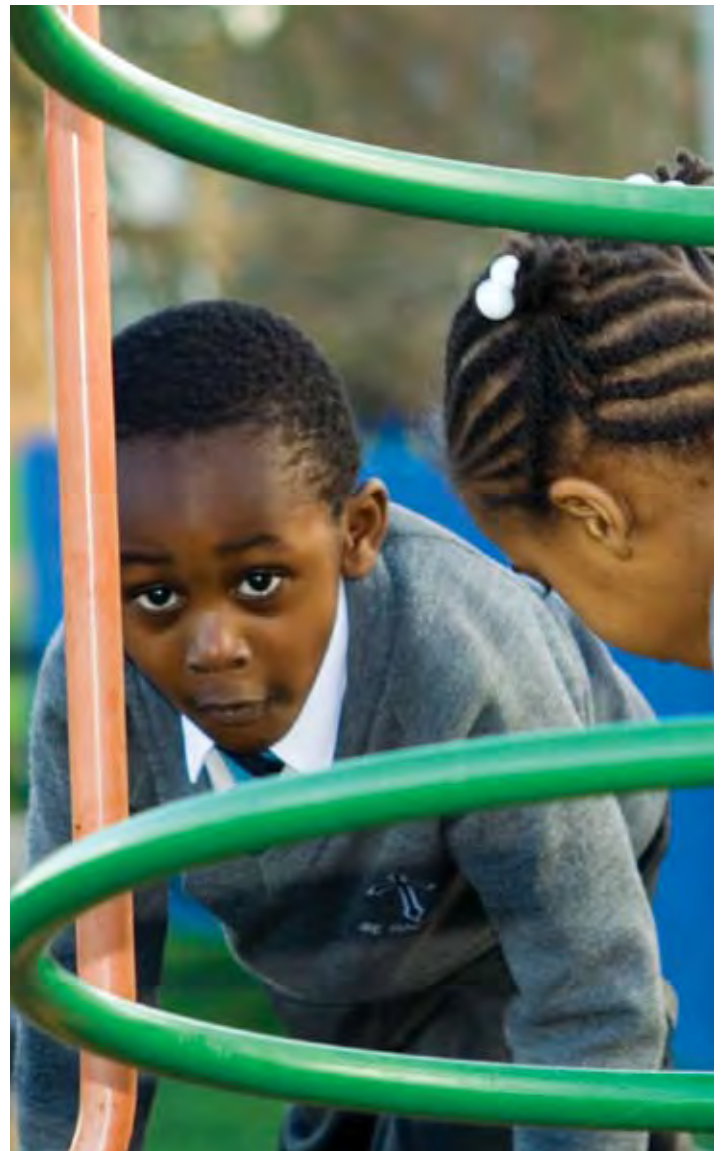
CONTACT

All the above meetings will be held at:

Centre for Early Years Childcare and Play,
25a Laurel Gardens, Hanwell, W7 3JG

To book your place contact:

Fran Regan
Early Years Childcare and Play
SENCO for Out of School Provision
020 8825 5431
francine.regan@ealing.gov.uk



FOCUS ON **Ealing Play Service**

Ealing Council's Play Service has been offering a range of childcare services around the borough for many years.

Ealing Play Service ensure that care and education go together in a safe and stimulating environment with the aim of encouraging all aspects of children's development.

The Play Service is the lead organisation on the development and implementation of the Play Strategy, as well as engaging in development work with a variety of bodies such as the EYDCP, Children's Centres Area Boards and Voluntary Sector

organisations. The service also offers advice on a range of topics such as study support and accessing external funding.

Provision offered by the Play Service includes after school clubs, Children's Centres and Play Centres. Many of these are open all year round providing fun activities and learning opportunities for children aged 0-13. During most school holidays the Play Service offer Childcare Play Schemes that operate from 8.30am to 5.45pm. These are available to children aged 5-12. Places are booked using the Play Scheme Application Form, which can be downloaded from: www.ealing.gov.uk

The Play Service is an equal opportunities employer and implements child protection principles in all of its settings. Each site is registered with Ofsted, and the inspection

report is held on site and can be viewed if requested. All of the centres adhere to the 5 Every Child Matters objectives and has a team of qualified and experienced staff dedicated to providing good quality childcare and play provision. The daily programme of activities on offer is developed taking account of suggestions from the children and their parents or carers.

Staff are supported through a training programme that provides opportunities for qualification study. Long or short courses can be taken in subjects such as Play Work and First Aid. All staff have undergone a Criminal Records Bureau check.

CONTACT

Play Service
020 8825 8205
mnetty@ealing.gov.uk





creativity matters Phase two

Phase two of Creativity Matters has seen the project expand from four to nine centres. The centres involved this year include: South Acton Children's Centre, Maples Children's Centre, Greenfields Children's Centre, Allenby Primary School, Clifton Primary School, Coston Primary School, Downe Manor Primary School, Buttons Day Nursery School, as well as E.A.S.E and Copley Close Children's Centre (in partnership).

At present there are 12 creative professionals involved, all of whom bring to the project a wide range of

experiences, practices, and creative talent. In four of the centres there are teams of two creative professionals, whilst the remaining five centres are working with a solo creative professional. Several of the professionals from phase one of the project have also continued their involvement this year, building upon the good practice developed last year.

Some of the disciplines represented this year include: fine art, sculpture, photography, animation, dance, performance, theatre, costume, and storytelling.



University of the
Arts London
Wimbledon

the
engine
room

MEET THE ARTISTS

Kathrin Yvonne Bigler

Kathrin is a writer/director working in both professional theatre and community settings. Kathrin's practice as a director is rooted in theatre and movement improvisation and her approach to devising a performance is based on a close collaboration with the performers. This approach has informed all her educational work as well, working with both professional performers and people from the community of all ages is based on unblocking their creative potential in the first place. Kathrin's ideas for working at South Acton Children's Centre as part of Creativity Matters involve activities in the areas of physical theatre, storytelling, role-play, and creative drawing.

Anna Boggon

Anna is an artist who exhibits extensively both nationally and internationally and has spent a proportion of the last few years on residencies overseas. Site and a feeling of displacement is something that sometimes feeds into her work. Her practice includes drawing, sculpture, video and site specific installation. Each artwork is investigative in its approach, often playful, and at times humorous. It draws from either historical/scientific research or an ongoing curiosity relating to the adaptability of objects/subject matter. Although some of the pieces reference the past, nostalgia, and childhood there is inevitably an awakening and a direct relevance to the present climate we live in. Recent sculptural works have included the use of glass, both cast and blown. Anna is currently involved in Creativity Matters with Allenby Primary School.

Mhairi Grealis

Mhairi has worked in the field of drama in many contexts, including writing for the BBC and acting. She believes strongly in collaborative practice and in education; her practice emphasises the vision and ideas of the participants being made a reality, with collaboration from her and the other practitioners she brings into the process.

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Continued from page 13

She places a strong emphasis on stagecraft and ensemble. It is her belief that craft is essential, and she strives as a director, with all age groups and those of all abilities, to provide those participating with the relevant skills and support to deliver drama effectively. Most relevantly, this is, for her, about creating a supportive environment where ideas can be explored and questions asked, and ensuring a level of pastoral care that extends to the well being of each group member as part of the company. Mhairi is currently involved in Creativity Matters with Coston Primary School.

Jacqueline Gunn

After graduating from Wimbledon School of Art, Jacqueline was awarded an Arts Council bursary and consequently became assistant designer at The Royal Opera House and with The Royal Shakespeare Company. Following this, she became associate designer at The Coliseum, Oldham, and resident designer at Contact Theatre. As a freelance designer she worked with Lloyd Newson, Extemporary Dance, Westbrook Theatre, Adzido and the Rambert Academy, East London Dance. Jacqueline is currently involved in Creativity Matters with Clifton Primary School.

Rebeca Fernandez Lopez

Rebeca is a freelance choreographer and performer in dance and theatre. Having a background in different styles, she has a broad experience in choreographing dance, be that for full-scale musical theatre productions, devised contemporary dance work, street dance pieces or dance for film. In addition, she is also experienced in stage fighting and has been responsible for directing fight scenes in several performances. When choreographing, Rebeca enjoys mixing different dance styles and approaches to create new and inventive pieces. She produces highly energetic work where dancers and bodies collaborate with each other and use the space they're in, in order to become part of their piece. Rebeca is currently involved in Creativity Matters with South Acton Children's Centre.



Collaborative Visit & Temporary Installation at the Museum of Childhood

Greenfields Children's Centre is in the process of transition to a new and exciting space designed specifically to place the child and creativity at its very heart.

Meanwhile, utilising the resource of the old school buildings and the conduit of the temporary accommodation together with one of the children's own current obsessions with transport and transportation, we have been opening up and exploring issues of memory and 'moving on'.

During the first couple of weeks the children have been revisiting the old site in working groups, making selections of found objects and architectural details that have been discarded but still remain there. The children have started to paint all the objects white, becoming absorbed in the skills and techniques required to paint onto different surfaces which may be more or less absorbent, flat or rounded, smooth or rough, hard or soft. Working with a range of brushes, sponges, rollers and with their hands, they are developing ways of painting objects, various in scale from wooden doors to intricately detailed miniature plastic toys.

As the assemblage grows, the objects become more homogeneous, the white paint taking away the



specific identity and function of each individual piece so that as a group of objects they begin to take on the quality of an anthropological dig or quasi traditional museum collection.

Contemplation of these familiar objects removed from their normal context provides a space where it is possible for memory games, conversations and invented fictional narratives to evolve.

It has been agreed that on 18 June the children will transfer and transport this 'archive' to the Museum of Childhood and install it within the framework of an actual museum space for a period of time.

This experience will provide a valuable forum for the children to explore an exciting potential in mutual creative collaboration with the Museum of Childhood and a parallel urban community.

Rosie Potter, Creativity Matters Artist
Greenfields Children's Centre



Clare Mitten

Clare's work begins with an excitement and celebration of everyday, domestic materials, from which she constructs intuitively-made 3D sketches, small-scale paper collages, made from cupcake cases, packing tape, foil and drinking straws, and 2D work that relates to it. Operating in a parallel world with its own logic, the work exists in a space between imaginary and real, natural and artificial, child and adult. Structures grow and degenerate. They are stacked, wrapped, suspended, balanced, threaded, shredded, cut up, patched up, repaired and decorated. Familiar materials become abstract events – awkward structures that spark connections to things in the real world, and where the artificial, saturated palette of play, creates crystalline forms that are ambiguously spores or air ships, totemic and telescopic trees, space stations or new planets. Clare is currently involved in Creativity Matters with Buttons Day Nursery School.

Rosie Potter

Rosie uses photography to produce works of visual sociology through sustained excavations of selected social groups, often at a liminal point within their evolution. The work that emerges is a kind of 'pervasive portraiture'. The practice involves working directly and indirectly with individuals and communities as primary source, together with research into aspects of their socio-political and anthropological histories, and often relies on negotiating the use of site-specific spaces for installation and exhibition. The work also addresses 're-presentation' in relation to museological conventions and the 'memorial', looking at issues of witness and survival, taxonomy and display, and the experience of the individual within a wider socio-political context. In 2006, she was a lead artist in Creativity Matters with Greenfields Children's Centre, and has continued her involvement there in 2007.

Kirstie Reid

Kirstie's work has involved working in a range of materials both traditional and non-traditional, from bronze through to snow. Her work takes its inspiration from the created world, animal forms and plant life, from which she builds sculptures, installations and more recently a film, to narrate dreams and stories which often underpin the themes behind her work.

Continued on page 16



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She was a co-founder of 'The Kitchen Studios' which opened in 1994 and ran for seven years, a co-operatively run studio complex with charitable status, of which she was a member for five years. She has worked as a sculpture tutor for the Slade Summer School over ten years, and developed her own mobile foundry workshop. Kirstie was a lead artist in the Creativity Matters project from 2006 working with Greenfields Children's Centre, and has continued her involvement there in 2007.

Sam Steer

Sam is a freelance artist/designer raised and living in South-East London. Sam embraces many formats and media for the production of his art output. He puts emphasis on old-fashioned techniques such as drawing, painting and modelmaking. He produces artwork and design commercially, and has made record covers for a number of music acts. He also has a sideline in website design. He typesets for a literary journal called 'The London Magazine' and works as an audio/visual technician at the Tate Britain. He also does freelance scene-painting work for a performing arts school in West London. He has been involved in the Creativity Matters project for a year and in his last nursery placement produced amongst other things a short film about the process of putting on a shadow puppet display. Sam is currently involved in Creativity Matters with Downe Manor Primary School.

Markus Thonett

Markus is an artist and sculptor; his work feeds from his own life experiences, from his beliefs, doubts and fears, and most of his work up to the present somehow involves objects or things he has found, things that were once of use and perhaps of value, but are now discarded and considered junk or rubbish. In the end he feels that a work of art is a success when it addresses something experiential or emotional, something that is not easily rationalized or put into words. His favourite work is work that 'looks one straight in the eye' something that shares an aspect of reality with the spectator or that enters the spectator's world in a way that he/she cannot help but take seriously. Markus is currently involved in Creativity Matters with Downe Manor Primary School.

Involving Young People

The artists began to work in centres at the start of the summer term 2007 and will continue through to the end of the autumn term. Rachel Lillywhite from Acton High School is supporting the process of developing partnerships between the early years settings and the neighbouring high school, providing opportunity to engage with and involve young people as documentors of the project.

Research

Creativity Matters continues to be underpinned with research led by Professor Anne Bamford, Director of The Engine Room, Wimbledon College of Art, University of the Arts, London. If you would like to find out more about the project please contact Corey China, Project Manager: c.china@wimbledon.arts.ac.uk

Make a visit to one of the centres

If you are interested in visiting any of the participating centres in the project please don't hesitate to contact them directly. Contact information for each centre/school is available at www.childrenscentres.org.uk



creativity
matters

CHILDMINDING MATTERS

In this edition I have put in lots of hints and tips to help you improve your childminding practice, so I hope you find it useful. Do please read the important information I have written about the new Ofsted registers.

I would like to report that nearly all of the childminders who registered prior to March 2002 have now got their Criminal Record Bureau certificates. If you haven't yet made your appointment to book for this, please do as soon as possible.

I have been doing some work to promote the benefits of using a registered childminder to parents to help raise awareness and sustainability. You may have seen the advert in the May edition of 'Around Ealing'. I am also producing some information leaflets to be given out around the borough through the primary schools, children's centres and by health visitors.

The Childminding Development Team are continuing to support childminders through regular home visits. So far, we have received lots of positive feedback from childminders who have said that the support has helped raise their confidence and improve the quality of their practice. If you have not yet been visited and would like a visit please phone your Childminding Development Worker, contact details can be found below.

As always, feel free to contact me at any time if you wish to seek my advice on any childminding issues.

Best wishes

Julia Senior-Smith

CONTACT

Julia Senior-Smith
020 8825 9755 julia.senior-smith@ealing.gov.uk



MEET THE TEAM!

Your Childminding Development Officers and their contact details

Julia Senior-Smith
Ealing W5 area
Childminding Development Officer
020 8825 9755 julia.senior-smith@ealing.gov.uk

Alice Daly
New childminders and Ealing W13 area
Childminding Support Scheme Co-ordinator
020 8825 5740 aldaly@ealing.gov.uk

Jenny Wright
Childminder networks and drop-ins
Childminding Services Co-ordinator
020 8825 9763 jwright@ealing.gov.uk

Tracy Cherry
Southall, Hanwell & Perivale area
Childminding Development & Network Co-ordinator
07747 626497 tcherry@ealing.gov.uk

Miriam Lofgren-Bangs
Greenford, Northolt, Acton & Chiswick area
Childminding Development & Network Co-ordinator
07793 960519 miriam.bangs@surestartnortholt.co.uk

N.B. Liz Shack is now on maternity leave.

FOCUS ON Ofsted's New Registers

Ofsted is introducing two new types of childcare register, the Early Years Register and the Childcare Register.

The Early Years register will start in September 2008. This register is for those childcarers caring for children from birth to 5 and delivering the Early Years Foundation Stage (EYFS). Ofsted will automatically transfer all existing registered childcarers who fit this category to the Early Years Register in September 2008 without an additional fee or application.

The EYFS brings together the Birth to Three Framework, the Foundation Stage curriculum and the National Standards into one single framework. As well as bringing together the care and education elements, it will provide for a common approach for registered childminders and other early years providers, as they will be working to the same guidance and inspected against it accordingly.

It will encourage greater communication between childcare practitioners working at different settings, and a mutual respect for

each other's work. For example, a registered childminder may share in the education and care of a child with a local pre-school, and both will need to work together to meet the EYFS requirements.

The Childminding Development Team will be supporting you through this period of transition. Please look out for information about the briefing sessions on the new EYFS that Julia Senior-Smith will be organising.

So how will the Voluntary Register work?

All other childcare providers who cater for over-8s will be able to join the Voluntary Register on-line by going to www.ofsted.gov.uk. It will cost £100 to join the register plus the cost of the CRB check. It will mean that eligible parents using childcare on the voluntary register will be able to claim the childcare element of Working Tax Credit.

FURTHER INFORMATION

For more information about the Voluntary Register, visit:

www.ofsted.gov.uk

The Childcare Register is made up of two parts:

- A **Compulsory Register** for those caring for 5-7 year olds, also launching in September 2008, (again this transfer will be done automatically and without a fee).
- A **Voluntary Register** for childcare providers not legally required to register, commenced in April 2007, for example nannies, childminders caring for over-8s and activity based providers.



WANTED

A framework rain cover for a side by side non-hooded double stroller type buggy (Mamas & Papas).

Please contact:
Sue Tomkins
020 8864 7818

Top Tips

This is our new feature in which childminders share their hints and tips. Thanks to Audrey, Kay, Melissa and Anita for their contributions. If you have a top tip to share please email: julia.senior-smith@ealing.gov.uk

I find that filling the washing up bowl with water and taking it into the garden with paintbrushes is fantastic. The kids paint the fence and the shed and have a great time. I also put in some small pots so they can do some pouring. They get wet of course but have lots of fun.

Kay Perrin, Northfields

Protect your children from the sun's rays. Teach them to 'Slip, Slop, Slap': Slip on a T-shirt, Slop on the sunscreen, Slap on a hat!

Julia Senior-Smith, EYDCP

A great place to go is the Princess Diana Memorial Park in Kensington Gardens. It's free and has lots of sand, a big pirate ship and teepees. It's all based on the Peter Pan theme and great for all ages. Also in summer they have small fountains that the children can play in so take a change of clothes. The area is fenced in with security at one entrance. Food is available but you can also take a picnic.

Anita Sheehan, Hanwell

I've recently taken on a child and at the interview I was told that out of four childminders, I was the only one that picked up the child and interacted with her. This is one of the things I do naturally and it was one of the things the mother was looking for to see how the child reacted.

Audrey Anderson, Northholt

My children love ice lollies in summer so we make orange lollies. Take whole ripe juicy oranges, cut into quarters and freeze for four hours or longer, then enjoy. They last up to two days in the freezer. They're refreshing, cooling and give children a portion of their five-a-day!

Melissa Gallagher, Hanwell

Using Assistants

Are you working with or intending to work with an assistant?

If you employ an assistant they must be suitable to work with children. The decision about their suitability is yours and you are accountable for their actions.

Points to be mindful of:

- You must notify Ofsted about the intention to employ an assistant to look after children.
- As the Registered Childminder you are accountable for, and must supervise the work of any assistant.
- You must keep a record of your assistant's details, including information about recruitment, training and any qualifications.

- You must make sure that your assistant has a CRB check via Ofsted.

Finally and most importantly:

- Assistants are not registered in their own right and cannot be in sole charge of children at any time.

Please Remember:

Do not leave the children you are childminding with anybody else at any time. Not even someone at your home while you do the school run. As the Registered Childminder you are the only person registered to care for the children and they cannot be left with anyone else unless it is an emergency.

Essential Documentation

It has come to our attention that some childminders are not using the essential documentation to meet the standards for Ofsted registration. We would like to remind childminders of the five elements to their paperwork which should be completed and signed by parents and kept by childminders confidentially.

All of Ealing's Development Workers would be happy to visit you in order to help you understand the documentation and to offer some training in completing the documents. Please call us if you would like some guidance.

There are two insurance companies that provide Public Liability Insurance. Both companies have on offer the necessary paperwork for purchase either from their website or by telephone order. The price shown for each company's essential documents includes:

- Book of 6 Contracts
- Book of 6 Child Record Forms
- Attendance Register
- Accident/Incident/Medication Record (this includes permission to seek emergency medical attention)

You should have the following documentation for each childminded child:

- Contract
- Child Record Form
- Attendance Register
- Accident/Incident/Medication Records
- Permission to seek emergency medical attention

There are 3 main reasons why childminders should have this paperwork for each child:

1. It helps a childminder to reflect a professional service to parents.
2. It raises the quality of your service
3. It helps to safeguard childminders from the possible un-professionalism of parents, and against any issues that may occur.

National Childminding Association (NCMA)

Insurance/membership renewal per year: **£67.00**
Essential documents: **£34.20**
Contact: **0845 880 0044** www.ncma.org.uk

Morton Michel

Insurance renewal per year: **£35.00**
Essential documents: **£33.00**
Contact: **0845 257 0117** www.mortonmichel.com

OFSTED NEWS

CONTACT OFSTED

Royal Exchange Buildings, St Ann's Square,
Manchester, M2 7LA

08456 40 40 40
www.ofsted.gov.uk

CRB checks for people living with you

It is important to ensure that anyone who lives in your home with you, who is over the age of 16, has a Criminal Record Bureau certificate. If they need to get one just contact the CIS on 020 8825 5588 and request a CM2 form to be sent to you. Once received, fill in the form and send it to Ofsted at the address below. A CRB application form will then be sent to you from Ofsted. Please also remember to inform Ofsted of any new babies in your family!

The seriousness of 'over-minding'

Make sure you are very clear about your allocated 'adult:child ratio' and double check with Ofsted on **08456 40 40 40** if you are unsure about how many children you can look after. It is a serious offence to 'over-mind' (ie look after more children than you are registered for). It is an Ofsted requirement that you display your registration certificate in a prominent position for parents to see. This shows how many children you are registered to care for.

Training from the EYDCP

The EYDCP offers many qualifications and short courses that are relevant to childminders. These can be found in the EYDCP Training Programme 2007-2008. The childminding section starts on page 60. If you cannot find the course you are looking for please do look at other courses in the programme which you maybe able to apply for. All of the childminding courses are run in the evenings or at weekends to suit your availability.

There are lots of benefits gained from attending training, such as the opportunity to learn from each other, improve practise and gain a certificate.

If you have any questions about training Amanda Cole has recently returned from maternity leave and is therefore available to answer any queries. She can be contacted on: **020 8825 9757.**

“Transformation Fund is helping towards my degree...”

There are now 23 childminders receiving financial support from the Transformation Fund to support them in undertaking courses such as the Level 4 Certificate in Managing Quality Standards and Level 3 Diploma in Home Based Childcare. There are now more childminders who are signing up for qualifications courses all the time.

Amanda Knights from Acton tells us how she is using money form the Transformation Fund to support her degree studies.

‘I am currently studying for a Foundation Degree in Early Years with the Open University. I chose to do this degree as it seemed relevant to my work as a childminder, and because it would give me an insight into the work of other professionals in the early years sector should I choose to change my career in the future.

The Transformation Fund (see page 6) has allowed me to continue with this course by helping to pay for the course fees, books and stationery. It has also provided some money to enable me to take time off from childminding to complete assignments without losing income.

I am now on the fourth course for the Foundation Degree, which is about Inclusion. The previous three courses have all been centred on my work as a childminder, and they have made me reflect on the way I work, how I do things and why I do them that way. It has also made me consider my policies and procedures, and I have re-written several in light of what I have learned. The third course was on Personal Professional Development, which helped with preparing my



portfolio to show Ofsted. The next course I have chosen to study will be ‘Language, Maths and Science in the Early Years’. My sixth and final course will be on further Personal Professional Development. After completing and passing the first two courses I was awarded the Certificate in Early Years Practice, which means I can now put *Cert EYP (Open)* after my name!

If you are considering doing a course at a local college or through distance learning, but are put off by the cost, then consider applying for the Transformation Fund. I am so pleased I did!’

CONTACT

If you have any general questions, or if you are considering doing a childcare qualification at level 3 or above and would like to apply for the Transformation Fund to assist with the cost of your studies, please contact:

Julia Senior-Smith
020 8825 9755
 julia.senior-smith@ealing.gov.uk

NETWORK NEWS

News and Information from Ealing's Childminding Networks.

To find out more about the Networks contact:

Jenny Wright

07734 734 195 jwright@ealing.gov.uk

Networks Re-Approved!

The original Greenford & Northolt Childminding Network received its NCMA Children Come First quality assurance approval in March 2004.

Now, following a visit from the NCMA assessor in February a new certificate was issued for the Quality Assurance for Ealing Childminding Networks. This is a cluster of the four networks covering Acton, Greenford and Northolt, Hanwell and Southall, comprising a total of 30 childminders. The certificate will last for three years.

The assessor's report was very complimentary about all the hard work the childminders and NCMA staff team do, including the support the staff provide to all the childminders through Quality Indicator visits.

To celebrate the re-approval the network childminders went out for a meal together, and are planning to hold an Activity Afternoon for the childminders and the families they work with during National Childminding Week in June.

VIP VISIT

At the end of April the Acton Childminders' Drop-in at South Acton Children's Centre, had a visit from NCMA's Chief Executive Liz Bayram (far right in green top) and Adam Micklethwaite from the DfES.

The visitors had a great morning enjoying the company of the childminders and their children and were shown around the centre by the Head Sheila Vizard.





CHILDMINDER DROP-INS

We are hoping to have more drop-ins running soon and will send out details when we do. In the meantime if you have any queries about the drop-ins or the Children Come First Childminding Networks, please call Jenny Wright on 07734 734 195.

Please Note: Drop-ins are generally open during term time only unless specified.

Acton

South Acton Children's Centre
Park Road North, Acton, W3
Mondays from 9.30am-11.30am
Contact: Jenny Wright on 07734 734 195

Hanwell

St Christophers Church
Bordars Road, Hanwell W7
Mondays 9.15am-11.15am
(including half-terms breaks)
Contact: Tracy Cherry on 07747 626 497

Greenford and Northolt

Sure Start Northolt
West London Academy, Compton Crescent, UB5
Mondays 9.30am-11.30am
Contact: Miriam Lofgren-Bangs on 07793 960 519

Southall

No drop in at the moment but this group is popular with Southall childminders:

Daisy Toddler Group
Jasmine Community Centre, Lancaster Road,
Thursdays 10am-12pm
Contact: Chris Randall on 020 8843 0120

BOOK DANGER

Books in the series 'Amazing Baby' have a fabric label in the inside right cover that can present a choking hazard.

Publishers are aware of this and newer copies don't have it. Providers who have older copies of these books should however be aware.

Titles in the series include: 'Clever Colour', 'Five Fish', 'Big Little', 'Round Square'.
The ISBN is 1-904513-27-1

Staffing Update

There have been a few changes to the NCMA staff team. Shamaila Khan has moved on to pastures new following her maternity leave and Liz Shack is now on maternity leave herself.

Linda Cooper has been recruited to run the Southall network, and childminders should get the chance to meet her over the next few months.



Get it Together

A look at partnership working

Increasingly, business growth and or sustainability is best achieved through partnership working. This can also be the case in the field of Early Years Childcare and Play provision.

What is Partnership Working?

Partnership working can be described as two or more organisations or individuals working together to achieve a common goal. A partnership can be formed between a number of individuals, agencies or organisations with a shared interest. There is usually an overarching purpose for partners to work together towards, and a range of specific objectives. Partnerships are often formed to address specific issues and may be short or longer term.

The key principles of partnership working are, openness, trust and honesty, agreed shared goals and values, and regular communication between partners.

What can be the problems?

- **Competition between organisations:** Although some competition between organisations can be motivating, excessive competition can result in an unwillingness to co-operate and potential duplication.
- **Communication:** Too many meetings can put partners off attending. Too little communication can result in duplication of effort, lack of understanding and mistrust amongst partners
- **Time:** The partnership working approach often takes longer to produce results than most organisations anticipate. For example, it takes time to develop trust between partners which can slow up the process of making decisions and using resources.

Benefits of Partnership Working

Partnership working can have a wide range of benefits including some or all of the following:

- Sharing ideas and pooling resources.
- Gaining access to the skills of others.
- Developing new and innovative approaches.
- Mutual support to maintain enthusiasm and commitment.
- Providing additional momentum to get things done.
- Learning to see things differently, through others' eyes.
- Ability to access funding and comply with Government requirements.
- Opportunities to reach a wider audience.
- Increased negotiating power.
- Greater impact through increased reach.
- Reduced costs through sharing of common functions.





YOUR BUSINESS QUESTIONS

If you have a question about your childcare business our Business Support Agony Aunt is here to help!

I want to pay my staff at minimum wage rates. But I am not sure what the national minimum wage is?

The National Minimum Wage

The national minimum wage was set up in 1999. It is a government strategy aimed at providing employees with decent minimum wages.

It applies to nearly all workers and sets hourly rates which pay must not below. It helps the economy by ensuring providers are able to compete on the basis of quality of services not on low prices based predominantly on low rates of pay. The rates set are based on the recommendations of the independent Low Pay Commission.

October 2006 – October 2007

- The main rate for workers aged 22 and over from 1 October 2006 is £5.35 an hour (an increase from £5.05 an hour)
- The development rate for 18-21 year olds from 1 October 2006 is £4.45 an hour (an increase from £4.25 an hour)

- The development rate for 16-17 year olds from 1 October 2006 is £3.30 an hour (an increase from £3.00 an hour)

October 2007 – October 2008

- The main rate for workers aged 22 and over from 1 October 2007 is £5.52 an hour (an increase from £5.35 an hour)
- The development rate for 18-21 year olds from 1 October 2007 is £4.60 an hour (an increase from £4.45 an hour)
- The development rate for 16-17 year olds from 1 October 2007 is £3.40 an hour (an increase from £3.30 an hour)

CONTACT

National Minimum Wage helpline accepts calls and enquiries from employees, employers and any other interested parties such as independent advisors.

Open Monday to Friday 9.00am to 5.00pm. All calls are taken in strict confidence.

Telephone: **0845 6 000 678**

Minicom: **0845 9 153 296**

Callers can be assisted in 30 different languages.



Area Boards: How staff training is improving services to families



**Clare Welsby,
Children's
Centres Project
Manager
writes:**

'The Children's
Centres Area Boards
have now been in place

for 8 months, during that time a wide range of projects have been established and we are now in a position to look back on the achievements made so far. For this issue I will focus on staff training. By September – a year on – a full report will be available on the Children's Centres website: www.childrenscentres.org.uk where you can follow up in more detail on projects in your area. A summary will also be included in the autumn edition of Perfect Practices on current and new projects as they develop.'

CONTACT

For further information contact:
Esther Digan, Children's Centre Administrator
020 8825 5232 edigan@ealing.gov.uk

Family Links Nurturing Parent Group Leader Training

There are a few places left on this four-day training course. It will run on 21, 22, 28 and 29 June from 9.00am-4.30pm and will be held at Ealing Education Centre, Mansell Road, Greenford, UB6 9EG. It will be necessary to attend all four days.

CONTACT

Sarah Darton, Health Co-ordinator
Sure Start South Northolt
sarah.darton@surestartnortholt.co.uk

Northolt Supports Parents

The Northolt Area Board prioritised the development of parenting support within their area. Five staff have attended training to become Parent Group Leaders (for more information visit: www.familylinks.org.uk). These were the Community Nursery Nurse from Sure Start South Northolt, and Community Nursery Nurses from North Northolt and Greenford Neighbourhood, Ealing PCT and Ealing Family Support Services.

The training aims to equip staff to become skilled facilitators who can deliver a structured course for parents, carers and children.

The Nurturing Programme encourages an approach to relationships that gives children and parents an emotionally healthy springboard for their lives and their learning'
www.familylinks.org.uk

Diane Alcock, who works as a Community Nursery Nurse for Sure Start in South Northolt attended this training:

'I have recently completed training as a parent group leader with the Family Links programme. The training was FANTASTIC and one of the best training courses I have been on to date! The course was extremely interesting and in depth and I feel I am now well equipped to undertake the parenting sessions effectively.'

The course offered various different ways of parenting, including choices and consequences, positive discipline and raising self-esteem in parents and children. The course will allow parents to explore how they parent now and will look at different ways of doing things to encourage an emotionally healthy family.'

The course was quite in depth but also encourages fun and laughter to balance the harder issues we cover. This training has made a lasting impression on me, as I hope it will with the families who attend our group and I cannot wait to start!'

Diane is now running her first parent group with a colleague who also attended the training and this is *'going extremely well! The parents are enjoying it and have given us good feedback so far. I cannot tell you how much I am enjoying running the sessions!'*

Supporting children under 5 and their families affected by domestic violence

As highlighted in the spring issue, support for families affected by domestic violence, and the people who work in early years services was identified by all 4 of our Children's Centre Area Boards as a priority. On 11 May we held our first area-based Domestic Violence Awareness Day. This training was provided by Khadija Begum Domestic Violence Worker, Safeguarding Team, LBE (below left) and Joyce Parker, Domestic Violence Coordinator, Community Safety Team, LBE, (below right).

The day was very successful with representation from Children's Centres, Health Services, Voluntary Organisations and Early Intervention Services in Southall. The training itself was very informative and also provided an opportunity for a range of staff to meet together, discuss the training and how this related to their respective roles supporting children and families affected by domestic violence in Southall.

Ellie Larkin, Deputy Head Greenfields Children's Centre commented that it was 'a good day which has raised my awareness of the complex issues around domestic violence' and a member of staff from Featherstone Clinic added 'It was very useful to have this study day with other professionals who work in the same neighbourhood, networking with and meeting professionals like Philippa Grindal, (Adult Advocacy Service) and Pat Chapman (Children's Advocacy Service).



FURTHER INFORMATION

Early Years Report '*Supporting children under 5 and their families affected by domestic violence*' is available on the Children's Centres web site: www.childrenscentres.org.uk

Domestic Violence Directories and Crisis Cards for victims, '*Love Hurts*' Directory for staff are available from the Children's Information Service (CIS): **020 8825 5588** children@ealing.gov.uk

Trauma and Domestic Violence Training for childcare and early years staff is being provided by Stephen's Place Children's Centre a domestic violence intervention project in Hammersmith and Fulham. The first training days are fully booked in June. This will be repeated in September, (dates to be confirmed). If you would like further information or to book a place please contact Esther Digan, edigan@ealing.gov.uk

Children's Centres Database

A great many services are provided from all our Children's Centres across Ealing. It is very important that managers and staff and the organisations they work for have a clear understanding of the amount of services provided, as well as who makes use of these services, and who does not, and are there sections of the community missing?

At present this information is not being collected consistently. Children's Centres have a responsibility to report locally and nationally on the services they provide and be able to demonstrate that they are making a contribution to better outcomes for children .

A Children's Centres database is currently being established, initially for Phase 1 Children's Centres. This is a very important project, which will enable Children's Centres to report and reflect on the services they offer and will enable them to plan and develop further services in the future.



National toddler talk programme rolls out from Ealing

South Acton Children's Centre in Ealing was the platform for the launch of plans to roll-out an innovative speech, language and communication programme for young children to 200 Children's Centres across England.

During a visit to the centre on 10 May, Beverley Hughes, Minister for Children and Families, and Ivan Lewis, Minister for Care Services, announced the roll-out of I CAN's Early Talk programme in partnership with the Department for Education and Skills and the Department of Health.

Ministers praised the centre as an exemplar of joint multi-agency working involving the Local Authority, Voluntary and Private sector.

David Archibald, Executive Director, Children and Adults, said: 'Ealing is a strong platform for the launch of this innovative programme to help young children improve their speech, language and communication skills.'

Three of Ealing's children's centres, including South Acton Children's Centre, already offer specialist services to young children with speech and language difficulties, in partnership with I CAN. This package of support is now being widened so that even more children across Ealing will benefit from this innovative partnership between the council and the voluntary sector.'



Left to right: Virginia Beardshaw, I CAN Chief Executive, David Archibald, Ealing Council's Executive Director (Children and Adults), Beverley Hughes, Minister for Children and Families, Ivan Lewis, Minister for Care Services, and Sheila Vizard, Head of Centre at South Acton Children's Centre.

Correction

In the Spring 2007 issue of *Perfect Practices* on page 23, the article 'Phase 2 underway' made reference to St John's Primary School's links to Cybertots on the Green Nursery, this should have included 'and Children's Fun Zone'.

Pauline Bryant, manager of Children's Fun Zone highlights that 'Cybertots will continue to offer

Birth to Three Matters for children 0-3 and Children's Fun Zone will offer full day care and Foundation Stage curriculum for children aged 3-5, as well as breakfast club, after school and holiday care.

Children's Fun Zone will also continue to run an after school club and holiday club for children 6-12 (14 with special needs).'