



Ealing Early Years Development & Childcare Partnership Meeting

Date: Thursday 23 March 2006, 1.30 p.m.

Venue: Nelson Room, Town Hall, Ealing.

1. Welcome & apologies

Apologies were received from: -

Name	Surname	Title	Organisation
Sidney	Chu	Service Manager	Ealing Care Trust
Cathy	Coleman		Ealing Opportunity Playgroup
Lesley	Hunter	Area Executive Officer	Ealing Sub Committee Pre School Learning Alliance
Aldeen	James	Area Officer	Playservice
Rajinder	Jaswal	Foundation stage Consultant	Early Years
Vina	Mistry	Senior Portage Worker	Senco Team
Florencia	Cassaccio		St Gregorys, St Augustines,
All	Staff		Senco Team

2. Minutes of the last meeting

The minutes of the last meeting were agreed as a correct record.

3. Matters Arising.

Polly Bradley reported that the details for the Transformation element of funding (see item 4 in previous Minutes) should be available during March.

4. Children's Centre Website - Laura Jay

Laura reported that new content had been added in February and that 1,290 hits had been recorded. There was some data on where these were coming from, so that it could be ascertained whether the target audience was being reached.

The benefit to the customer was 24/7 information access, and to the CIS staff that it should reduce some of the more routine enquiries.

It would include the EYDCP Minutes as well as CIS, Early Years, Play Service and Training.

The Website would become a permanent item on the Agenda, and there would be automatic twice-monthly emails to EYDCP members to draw their attention to new topics on the site. Laura requested that members should feel they "owned" the content, should promote it and contribute ideas for content, links, etc. by contacting her at:

l.jay@childrenscentres.org.uk. She would help people wanting to add content, as the process is fairly complex.

There would be a Planning Day before the end of April, involving all Early Years teams.

Much of this information is on the eye-catching "Children's Centres Update" poster, which is being widely distributed, and which members were urged to display.

5. Children's Workforce Skills Audit presented by Liz Benhamou

The Sure-Start Unit requires this by the end of May, so the questionnaire will be going out by Monday 3rd April and needs to be in by 14th April (Maundy Thursday). There would be a mail-out to childcare settings and childminders, followed up where necessary with phone calls, and members were asked to prompt for replies.

Liz talked the meeting through the forms (too small to read from the screen), on which some of the information requested would be new, as below:

Page 1, for the Manager, would ask for the age range, number of staff and whether the setting had access to the internet.

Then a page for each worker would (additionally) ask for –

Date of last CRB or police check.

Qualifications, including degree levels or qualifications in parallel disciplines

Section C; training done, especially if outside LBE auspices.

Preferred times for training, whether day release, twilight, etc.

Section D; Foundation training, birth to 3 years, including people not currently

Working in the Foundation stage.

There were forms for childminders also.

The replies would be added to the database.

Copies of the questionnaire were available to members

Comments –

Jenny Wright asked whether the mail out date was not too late, as some settings would have broken up for the Easter holidays.

Kate Saunders suggested that some of the information, such as requirement for training schemes, could usefully be divided up into areas. Liz thought that this might be counterproductive, as we do not know whether people would prefer to attend courses near their homes or near their workplaces. Kate said a lot of the workers in her area (Northolt) lived locally, and she felt that a local basis for courses was needed. Liz said that using Children's Centres for training days may be the way forward. SureStart were on a learning curve, and the information improves each time.

6/7. Overview and update on Partnership Activities 2005-06, and activities for 2006-7.

a) Maria Hines (Childcare Development Officer)

2005 – 2006

New provision

We opened 16 providers to open Out of School provision this year creating 342 new childcare places. We worked with 4 independent schools that were running After School Clubs to obtain Ofsted registration.

We tried to link most of these in and around schools working in conjunction with the Extended Schools initiative.

Extended Schools

4 members of the team attended the National Remodelling Team's training to become remodelling advisers in November 2005.

In plain terms, this means we will be working with 'School Effectiveness' to provide training and support to schools to become extended meeting the government's targets. We will be attending the workshops that have been organised for the 7 partnerships in Ealing, which means that Childcare will be represented in each partnership.

Grants

I also was part of the grants group working with Melanie on all out of school grants trying to ensure that we filled some or the gaps in childcare provision in Ealing.

Our plans for the future include a pilot project for Quality Assurance schemes for Out of School provision in Ealing.

We are also looking at ways in which we can work with some of the special schools in Ealing to make sure they are included in our Extended Schools work.

Our first school was Castlebar, which seems to have opened up many other opportunities with some of the other schools in Ealing.

In turn, they will also be providing training for us on areas such as autism and complex needs especially associated with learning difficulties.

b) Marvis Cummins (Sure-Start)

There were 109 schemes, comprising 67 after-school and 42 holiday schemes, though this list may not be complete. Sure-Start was providing support for inspections, business plans and financial viability.

As providers can feel isolated, network meetings were being provided, and there had been a good response to the first two, with another planned for the evening of April 26th.

The Toy Library had been moved to Hanwell Nursery, and a bar code system was to be implemented. After a period of difficult access, when it has been used regularly by the Log Cabin, it would need to be re-launched.

The Book-Start Treasure Chest should by now have been universally provided for all 3-4 year olds, but has been a logistical nightmare. Over 8,000 boxes were needed, but have been arriving via the Library service at a rate of only 80 boxes at a time. In Ealing, 137 providers are still waiting for deliveries in April. Feedback has been positive, with staff invited into settings for story-reading sessions. There will be plans to fill any gaps by working with childminders who mind 3 and 4 year olds especially if these children have not received a Treasure Chest Box. Marvis and Julia will work together on this project. The Bookstart scheme includes out-of-school providers who also take 3-4 year olds, and Jeff wondered if this would lead to duplication. Marvis agreed that it is impossible to avoid duplication totally, and the main aim is to make certain that no child is left out. Liz added that it is important to capture all possible settings.

Jeff Parkinson queried whether it was possible to have too many quality assurance schemes.

c) Julia Senior-Smith (Childminders Development Officer)

The old system of Childminders registration had proved too time-consuming, and the individual interview had been replaced by group sessions prior to registration. Workshops include one by a

representative from the Inland Revenue on self-employment – Tax, National Insurance, allowable expenses, etc., and one entitled “Are you ready for your Ofsted inspection?”

A social event for childminders to be held at the Town Hall on Friday evening. There will be 14 stands showing useful resources and information, presentations of trophies and certificates. About 150 were expected.

d) Marvis on behalf of Melanie Smith (Business Support Officer)

Work has been organised round sustainability, integrated services and business support.

She has also been working on:

- New childcare places for out of school
- New childcare places tied to Higher and Further Education
- Capital conversion of playgroups to Daycare
- Tax credits
- Grants
- Business plans and financial health check
- Children’s Centres
- Extended schools.

She has also been heavily involved with the Grants Group, which has given out 28 Grants, details of which were provided in a handout. (Also in the jpeg file attached to the Minutes.)

e) Alice Daly (Childminder Support)

Alice reported on work done since August 2005.

Training had been provided in the areas of confidentiality, child protection, taxation, etc.

An important development was a mentoring programme. Each mentor was to support 3 people, and would be paid £50 for each person supported. Selection concentrated on the communication skills of the applicant, a satisfactory Ofsted Report and an interest in self-development. Beyond this, it was expected that each mentor would have their own strengths. This would be ironed out to some extent by structured support group meetings every six weeks, and a monthly individual session with Alice to deal with more private matters.

At an initial information session, 30 people had attended, 10 had come forward, and of these nine had completed training; Ealing, Acton, East Acton and Northolt, were now covered by a pool of trained mentors who can help minders with specific issues such as paperwork.

The Chair commented that this was an example of the tremendous work achieved in the field over quite a short period.

f) Laura Jay (CIS)

23 schools had now signed up to provide childcare information for parents.

Information was now available from Children’s Centres, 6 kiosks with free phone lines, as well as the Website.

Statistical data for audit now consisted of a large book with dense data, much of which will be on the website and constantly updated. CIS was sensitive to the need to make changes and upgrade information.

Future plans included completing the Audit, marketing plans, and working on the Information point and Surgeries.

g) Barbara Simpson (CIS)

Phone lines would now be open 9-5 instead of 10-4, improving access.

There had been outreach sessions at Libraries, Mothercare and clinics.

The Council website had not worked satisfactorily, leading to unused services, but this was expected to improve.

8. Information for the Children's Centre Website. (Laura Jay)

Laura reiterated that this would be a permanent item on the Agenda, and asked for updates from members.

Marvis mentioned the relocation of the Toy Library.

Jane Maltais asked if the website included the National Standards. Laura said there were lots of links, and more could be added.

The Chair thanked the team for their reports and commented that though they only 'scratched the surface' they illustrated the quality, range and breadth of the work being undertaken.

9. Any other business

a) Polly reported that the Hanwell Children's Centre would re-start in its new premises on 18th April.

b) Sally Dennis alerted members to the Early Years Conference on Saturday 9th September, 9 – 3.30 in the Town Hall. Invitations would be going out by postcard in bundles of ten with covering letter and poster, under the title "Creativity". There would not be a crèche.

c) Polly Bradley. Because of the new requirement to put training schemes out to tender, it would not be possible to get full schemes running until January 2007. There would be limited coverage from July to December, and the tender would cover January onwards. The Chair said "She would not make any comment about bureaucracy."

Jeff Parkinson asked how the tenders would work, and Polly said they could be for the whole or selected parts of the total.

d) Sarah Masters (Specialist health visitor) was concerned about out of school provision for special needs children. Earlier referrals for therapy were needed to cut down waiting lists of up to 60. Charles Barnard said that a lot of work was under way in allocation to Children's Centres, and there may be new funding for services to vulnerable families. The Speech and Language Unit at Featherstone, and the autistic schools were mentioned. Cathy Coyle said that some nurseries extended their hours for special needs.

There was a general understanding that some families desperately needed short-term respite care for special needs children, and Jenny Wright said that some childminders were willing to take this on.

Sarah asked whether a special needs child in a private institution could get grants for equipment. Charles Barnard said this was an unresolved issue, as it would imply relatively small amounts for quite large numbers, with a lot of administration.

Kate Saunders asked whether the Borough collected outgrown equipment. (Not sure what the answer was to this – suspect not.)

Finally she asked whether there could be a crèche for the Early Bird scheme, which at present was ruled out for parents of autistic children.

e) Kate Saunders reported that Sure Start Local was now integrated with the Borough, and thanked Lesley Hunter for her support.

f) Gwen Watkin said that the South Acton Centre launch had taken place with Lord Robert Winston. There was now a One-stop shop running, and the Toy Library hours had been extended.

g) The Chair thanked Polly Bradley for taking over the management of the Partnership, and Barbara Simpson, who would be taking over CIS from her.

Liz Benhamou, whose last meeting this would be was thanked for all her work and was presented with flowers, there were also flowers for Jennie's significant birthday.

10. **Date of next meeting**

Thursday 25th May
9.00am- 12.00 pm
Ealing Town Hall, Queens Hall

11. **Attendance list.**

Name	Surname	Title	Organisation
Rose	Alphonso	Nursery Manager (Care Co-Coordinator)	Ealing Hospital Workplace Day Nursery
Surrinder	Aulak		Disraeli Nursery Centre
Charles	<u>Barnard</u>	Head of Service	Early Years
Liz	Benhamou	Partnership Manager	EYDCP
Polly	Bradley	Cis/Partnership Manager	CIS/EYDCP
Cathy	Coyle	Centre Head	Windmill Nursery Centre
Marvis	Cummins	Childcare Development officer for OOS Provision (Existing)	EYDCP
Annette	Griffith	Manager	Special Treasures
Alice	Daly	Childminding support Co-Coordinator	CIS
Carly	Fine	Admin	CIS
Laura	Jay	Childcare Development Officer	CIS
Margaret	Nye		
Santa	Nyeko	Pre School Development Worker (Special Needs)	Ealing Pre School Learning Alliance
Georgie	Packer	ADO	NCMA
Jeff	Parkinson	Childrens Services Manager	Ealing Education Service
<u>Jennie</u>	Shaw	EEYDCP Chair	
Barbara	Simpson	CIS Manager	CIS
Jenny	Wright	Childrens Services Co-Coordinator	NCMA / EYDCP
Sarah	Masters	Specialist (Child Development team)	Windmill Lodge
Sally	Dennis	ICT project Co-ordinator	The Foundation stage Team