Quality Early Years & Childcare News Update

Important! 30 hours funding code renewal reminder

Please remind your families to renew their code to ensure that they can continue to access funding for their 3 and 4 year olds. Renewal must take place every three months and can be done via the HMRC website: https://www.gov.uk/sign-in-childcare-account

Funding will not be able to continue without the relevant code, cut off dates for funding are always as follows:

- 31 March
- 31 August
- 31 December

All codes must be given to providers before the cut-off date to ensure continuation of funding.

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Ofsted Feedback

Don’t forget to contact the Quality Early Years and Childcare Team to request support at your Ofsted Inspection feedback.

Remember that this is a requirement if you are offering funded childcare places.

We also provide pre-Ofsted support, contact the team on: 0121 569 4970.
Childcare celebration event 2019

Hundreds of Sandwell childcare professionals attended a special award ceremony evening to acknowledge and celebrate the hard work and high level of childcare in Sandwell.

The special event at WS10 Conference Centre in Wednesbury was organised by the Sandwell Family Information Service and Sandwell Quality Early Years and Childcare Team. The winners of the awards were nominated by parents and carers. Andrew Timmins, Group Head School Improvement and Sara Baber, Quality Early Years Lead for Children’s Services presented the awards.

The Winners on the evening were:
- Early Years Community Support Award 2019 – **GNG Day Nursery**
- Working with Parents in Early Years Award 2019 – **YMCA Greets Green Day Nursery**
- Childcare Practitioner Award 2019 – **Marnie Oakley – Kiddies Playhouse**
- Childminder Award 2019 – **Jayne Webb**
- Out of School Club Award 2019 – **Lion Farm Action Centre**
- Pre School Playgroup Award 2019 – **Perryfields Pre School**
- Day Nursery 2019 – **Sandwell MBC Workplace Nursery**
- Innovation Award 2019 – **Lilliput Lodge Day Nursery**
- Dawn Richards Childcare Management Award 2019 – **Debbie Raheem – Kaidrums Childcare**

**Sandwell MBC Workplace Nursery** also received an award for achieving an Outstanding Inspection from OFSTED in October 2019.

Long Service Certificates were also handed out to the Childcare providers that have been running for over 25 years.

For further information regarding this event, please contact Sandwell Family Information Service 0121 569 4914.

The Workplace Nursery Team
Useful websites for information / resources / ideas:

Guide to the General Data Protection Regulation (GDPR)

Virtual College GDPR online course: https://virtualcollege.co.uk/courses/business-courses/the-essentials-of-gdpr

Link to ICO website for information on data protection and security protection for webcams.
https://ico.org.uk/your-data-matters/online/

Location of Sandwell Multi– Agency Threshold Document and MARF
https://www.sandwellcsp.org.uk/key-safeguarding-issues/

Safeguarding training
All SSCB training is now booked online via the following link:
https://training.sandwellscb.org.uk/
You will be required to create a login and password, keep this safe as this will be requested each time you need to book on any of their training courses.

Early Help Training
https://bookwhen.com/sandwellearlyhelptraining

Private Fostering information
http://www.sandwell.gov.uk/info/200219/children/1178/private_fostering

Activity ideas
www.theimaginationtree.com

Qualification finder
The Early Years Qualifications list provides guidance and a search tool to help those delivering the EYFS to identify qualifications that are considered to be full and relevant at levels 2 and 3.
www.education.gov.uk/eypqd/

Guidance on Infection Control in Schools and other Childcare Settings
Autism West Midlands website-good examples of ‘visual timetables’ to support practitioners/parents
https://autismwestmidlands.org.uk/online-resources/

Child Accident Prevention Trust
www.capt.org.uk

Information on the correct car seats for children
www.childcarseats.org.uk

ACT:
https://act.campaign.gov.uk/

Government campaign launched website includes access to secure online form for reporting concerns around terrorism.

Call the police confidentially on: 0800 789 321
In an emergency, or if you need urgent police assistance, you should always dial 999.

NSPCC guide to keeping children safe online
https://www.nspcc.org.uk/keeping-children-safe/online-safety/

Link to resources to support children’s communication: https://www.nurseryworld.co.uk/news/article/new-website-resources-to-support-children-s-communication

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Every Mind Matters Campaign

*We don’t need to wait until we are struggling with our mental health; ‘Every Mind Matters’ encourages adults to be more aware of their mental health. To discover simple steps to look after your mental health search Every Mind Matters. This free NHS-approved online tool is full of expert advice and practical tips.*

*The toolkit is for anyone aged 18+ and can be accessed here:*
https://www.nhs.uk/oneyou/every-mind-matters
January:
1  New Years Day
4  World Braille Day
5  National Bird Day
6  Epiphany
7  Orthodox Christmas Day
14  Orthodox New Years Day
21  Tu B’shevat (Abor Day) Jewish holiday.
25  Burns Night
25- Big Garden Bird Watch
25  Chinese New Year
26  Australia Day
27  Holocaust Memorial Day

February:
1-8  National Story Telling Week
11  Safer Internet Day
14  Valentines Day
17  Random Acts of Kindness Day
25  Shrove Tuesday (Pancake Day)
26  Ash Wednesday (Christian)

March:
1  St David’s Day (Wales)
4  Maha Shivaratri (Hindu)
17  St Patrick’s Day
21  Holi (Hindu)
22  Mothering Sunday
29  Day light saving

Allergen Resources

Follow the link below to find posters for parents, dishes and their allergen content, menu charts and free online allergen training:
https://www.food.gov.uk/business-guidance/allergen-guidance-for-food-businesses#allergen-information-resources
Important Information

West Midlands Police has been made aware of an App called “UNICO LIVE”. The app is publicised as age restricted 12+ and designed for young people to upload videos of them performing, singing and dancing etc.; it has come to our attention that there is inappropriate content on the platform involving young people which is being investigated.

The content does not appear to be monitored and we urge you to raise awareness widely to increase vigilance and reduce the likelihood of any child being sexually exploited.

Please share this information at the earliest opportunity with your staff, friends and family.
Congratulations!

A big congratulations to the following settings for achieving ‘Good’ in their recent Ofsted inspections:

- Little Legends
- Tipton Toddlers
- Kangaroo Pouch, Great Bridge

Congratulations to Workplace Day Nursery for achieving outstanding

Well done!!!!

Contacting the Team

The Quality Early Years and Childcare Team may not always be available to take your call, but we now have a number 0121 569 4970 where you can leave a message and we will get back to you as soon as we can.

If your enquiries are around booking training or funding queries, please continue to use 0121 569 4960.

Contactable opening hours Monday to Thursday 9am - 5pm, Friday 9am — 4.30pm.
Childminder News

A big congratulations to the following Childminders for achieving ‘Good’ in their recent Ofsted inspections:

- Mandy Watson
- Julie Snaddon
- Marie Mansell

Well done!!!
Get involved and have fun in 2020

Winter at Sandwell Museums

Sandwell Museums have a whole host of fabulous fun activities going on throughout the Winter.

To find out more follow the link below or give the museums a call:

http://www.sandwell.gov.uk/museums

Oak House Museum, West Bromwich: 0121 553 0759

Haden Hill House Museum, Cradley Heath: 01384 569 444

The Manor House Museum, West Bromwich: 0121 588 2985

Wednesbury Museum and Art Gallery: 0121 556 0683

Galton Valley Canal Museum, Smethwick: 0121 556 0683

What’s on at Sandwell Libraries?

http://www.sandwell.gov.uk/info/200261/libraries/871/library_news_and_events

New contact numbers for Sandwell Libraries

<table>
<thead>
<tr>
<th>Library</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blackheath</td>
<td>0121 569 4920</td>
</tr>
<tr>
<td>Bleakhouse</td>
<td>0121 569 4923</td>
</tr>
<tr>
<td>Brandhall</td>
<td>0121 569 4924</td>
</tr>
<tr>
<td>Central</td>
<td>0121 569 4904</td>
</tr>
<tr>
<td>Cradley Heath</td>
<td>0121 569 4926</td>
</tr>
<tr>
<td>Glebefields</td>
<td>0121 569 4928</td>
</tr>
</tbody>
</table>
Contact numbers for Sandwell Libraries continued:

- **Great Barr**: 0121 569 4929
- **Rounds Green**: 0121 569 4934
- **Great Bridge**: 0121 569 4930
- **Smethwick**: 0121 569 4940
- **Hamstead**: 0121 569 2548
- **Stone Cross**: 0121 569 4942
- **Hill Top**: 0121 569 4990
- **Thimblemill**: 0121 569 4943
- **Langley**: 0121 569 4932
- **Tipton**: 0121 569 4944
- **Oakham**: 0121 569 4933
- **Wednesbury**: 0121 569 4945
- **Oldbury**: 0121 569 4955

Sandwell Early Years Macmillan Coffee Morning

On Friday 27 September 2019, Sandwell Quality Early Years and Childcare Team, Admin Team, Family Information Service and Parent Support Team held a coffee morning to raise money for Macmillan cancer support by selling their scrumptious cakes and bakes a grand total of **£87.55** was raised.

A BIG thank you to you all for your support.
Sandwell Out Of School Club Provision Guidance

For information and updates for out of school clubs / holiday providers and new start-ups look no further than the Sandwell Family Information Service Hub:

https://fis.sandwell.gov.uk/kb5/sandwell/directory/advice.page?id=ye6Hi6qWS78

HSE link to school’s safety:

https://content.govdelivery.com/accounts/UKHSE/bulletins/2657f66
Includes classroom safety checklist.


Good Luck Daniel!

The Sandwell Quality Early Years and Childcare Team, Admin Team, Parent Support Service and Sandwell Family Information Service would like to wish

Daniel Perry all the very best in his new role of Registration Services Officer at Sandwell Valley Crematorium. Daniel was part of Early Years Admin Team for 2 years and will be greatly missed.
Award celebrations!

Lisa Jelf, Tiny Toez Operational Manager and the previous Manager of Tiny Toez @ Tividale, was nominated for the Nursery Operations/Area Managers Award for the 17th National NMT (Nursery Management Today) nursery awards 2019. Lisa was then selected as one of the five finalists from hundreds of nominations and had to attend a judging day in London on the 18th October where she was interviewed by a panel of judges. Lisa was then invited to the awards evening on Saturday 30th November at the Hilton London Metropole where the winners would be announced. There was a gala evening where all the guests had a beautiful 3 course meal and then the winners of the awards were announced. The awards were presented by Gold Olympic Medallist, Greg Rutherford. Lisa won the award for Operational Manager/Area Manager. She was presented a beautiful glass trophy on stage and a plaque to honour her achievements.

The Judges chose Lisa because; 'she embodies the spirit of leadership through the recognition that quality learning outcomes for children are the priority. Working in challenging locations, she demonstrates vision and leads by example across the settings'.

We would love to hear from you if you have any celebrations or events that you would like to include in our newsletter.

To share your good news, email : Anne Pritchett: anne_pritchett@sandwell.gov.uk

We look forward to hearing from you!
30 Hours Funding Update

30 hours entitlements:

Please remember parents applying for a place in April 2020 will need to get their codes for this term by no later than 31st March 2020.

Providers must check eligibility by using the new on-line EY portal, a link will soon be available via the ‘Provider Corner’ on the Family Information Service Hub https://fis.sandwell.gov.uk/ any queries please contact the team who will be happy to assist.

30 hours for Foster carers - parents can apply for a funded place based on the national criteria

3 and 4 year old children in foster care will be eligible for 30 hours of childcare, if their foster carers meet the eligibility criteria and it is consistent with the child’s care plan. You must speak to your supervising social worker to see if you meet the criteria before completing an application form.

Eligibility Criteria applies please see our website for details on this. Alternatively call us to find out more on 0121 569 4960.

Tax Free Childcare

It will soon be quicker for parents using Tax Free Childcare to make payments into and out of their childcare accounts to pay for childcare costs.

Parents can use TFC to pay for any form of care or supervised activity for a child that is not part of the child’s compulsory education. The childcare must be registered or approved.

You can sign up for this and to find out more go to the HMRC website (section for childcare providers) at: www.childcarechoices.gov.uk
Early Learning for Twos update

ELT is available to families who have a 2-year-old who meet the eligibility criteria for this and we need to encourage more families to apply and access a place.

So please make sure you check with any families in your setting, who may also be eligible for a place and if possible support them to apply.

Change to criteria from August 2019 some children from Asylum seeker families may now be eligible for a place. ELT applications have been updated to include this new criteria and should you need any further information please see our website: https://fis.sandwell.gov.uk

Golden, Blue and Green ELT Ticket Update:

Just a reminder to say if a parent presents one of these cards to you, they do not need to complete an ELT application for a funded place.

If you are unsure please contact the Early Years team on 0121 569 4960 for further details.

Other funding available to parents:

Early Years Pupil Premium

The Early Years Pupil Premium (EYPP) is additional funding for early years settings to improve the provision that disadvantaged 3 and 4-year-olds receive. This means that for children accessing the Free Early Education Entitlement (FEEE) from low income families providers are entitled to receive additional funding of up to £300 per year.

The funding can be used in a variety of ways including:
• Training including cover staff and Increasing adult ratios
• Specific intervention programmes such as small group activities
• High quality activities such as developing language
• Supporting additional needs or English as an Additional Language (EAL)
• Targeted resources and Summer schemes.

Disability Access Funding:

The fund is for providers with three and four-year olds who are in receipt of Disability Living Allowance (DLA) and taking up their Early Education Funding. The fund will allow you to make reasonable adjustments to support children with Special Educational Needs and Disabilities.

To find out more about any of the funding available to parents, please contact the early years team or visit our website: https://fis.sandwell.gov.uk

January 2020
Training

Refer to Sandwell Quality Early Years training programme for training package and non-attendance / cancellation information.

If you have not purchased a training package the following charges will apply:

Please note: Schools training charges are detailed within the Schools Training Programme.

Health and Safety Training Charges 2019– 2020

<table>
<thead>
<tr>
<th>Course</th>
<th>Charges</th>
</tr>
</thead>
<tbody>
<tr>
<td>Half day course</td>
<td>£10</td>
</tr>
<tr>
<td>Full day courses or 2-part half day courses</td>
<td>£20</td>
</tr>
<tr>
<td>EYFS workshops (2 hour workshops)</td>
<td>£10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title</th>
<th>FDC</th>
<th>PS</th>
<th>CM</th>
<th>OOSC</th>
<th>CC</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paediatric First Aid</td>
<td>£40</td>
<td>£30</td>
<td>£30</td>
<td>£30</td>
<td>£40</td>
<td>£50</td>
</tr>
<tr>
<td>Food Safety Level 2 CIEH</td>
<td>£25</td>
<td>£20</td>
<td>£20</td>
<td>£20</td>
<td>£30</td>
<td>£45</td>
</tr>
</tbody>
</table>

Key:
FDC = Full Day care group settings
PS = Pre-School Playgroups (operating less than 16 hours per week)
CM = Childminders
OOSC = Out of School Clubs
CC = Children Centre (staff not working within the day care or pre-school facility)
SCH = School staff employed in a Teaching / Learning Support capacity

Online jobs bulletin
You can advertise your job vacancies via the online job bulletin:
www.sandwell.gov.uk/info/200298/early_years_and_childcare/2115/working_in_childcare
Online training bookings

There are lots of courses including new ‘bite size’ courses that still have places left. Make the most of this great opportunity to refresh your skills or learn something new!

N.B. Courses that are not accessed will not be offered in the future.

The Early Years Training booking system can be accessed via the following link: https://bookwhen.com/sandwellearlyyears

Please notify us if you have no access to online systems and need to continue booking courses via the hard copy form.

Course confirmation

Confirmation of course places will be sent via post or email.

Specific courses will request that your confirmation letter is taken along to the training course. Childcare providers are responsible for contacting the Quality Early Years and Childcare Team if no confirmation has been received.

NB: Childminders are now invoiced for training prior to the start of courses.

Remember to check your emails for the Training Manual!

Hard copies will be available on request, contact Early Years on: 0121 569 4960

Early Years Network (PVI) Meeting

Thank you to all of those who attended our network meeting on Tuesday 15 October 2019. Please contact us if you have not received a copy of the Powerpoint slides and information that has recently been sent to all funded providers.

The next Early Years Network (PVI) Meeting is scheduled to take place on:

<table>
<thead>
<tr>
<th>Date</th>
<th>Times</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 11 February 2020</td>
<td>1pm–3pm</td>
<td>West Bromwich Community Centre</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Times</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 11 February 2020</td>
<td>7pm–9pm</td>
<td>West Bromwich Community Centre</td>
</tr>
</tbody>
</table>
Training courses with available spaces

Training courses can be booked via the online booking system

https://bookwhen.com/sandwellearlyyears

Effective Self Evaluation

<table>
<thead>
<tr>
<th>Date</th>
<th>Times</th>
<th>Training provider</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weds 22 January 2020</td>
<td>10.00am – 12pm</td>
<td>TJ Harper Training</td>
</tr>
</tbody>
</table>

Safeguarding Module 1

<table>
<thead>
<tr>
<th>Date</th>
<th>Times</th>
<th>Training provider</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weds 22 January 2020</td>
<td>1pm-3.30pm</td>
<td>Direction Training</td>
</tr>
<tr>
<td>Wednesday 22 January 2020</td>
<td>6.30pm-9.00pm</td>
<td>Direction Training</td>
</tr>
</tbody>
</table>

Effective Story Telling for 0-2 year olds at Smethwick Library

<table>
<thead>
<tr>
<th>Date</th>
<th>Times</th>
<th>Training provider</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tues 04 February 2020</td>
<td>9.30am—1.30pm</td>
<td>Library Service</td>
</tr>
</tbody>
</table>
Why Sandwell Adult and Family Learning?

Whether you want to improve your employment prospects with English, maths and ICT qualifications or learn a new skill as a family, we have many courses to choose from.

**We offer:**

- Small class sizes
- A welcoming atmosphere
- Personal learning and development plans for your future, suitable for all adults in and out of work
- Face to face support
- At a centre convenient to you

Visit our website: www.learnsafl.ac.uk
Telephone: 0121 557 0837
Email: contact_SAFL@sandwell.gov.uk

For more information about our courses and assessment days visit our website or phone/email to speak to our staff.

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**Sandwell Family Information Service Hub**

Sandwell Family Information Service has a **new online directory** visit fis.sandwell.gov.uk

You can search for

- Childminders • Day nurseries • Free childcare • Disability services • Activities • Fun things to do
- School holiday activities • Children’s centres • Health and wellbeing • Baby clinics • Toddler groups
- Education, training and work • Money, welfare and benefits
# Fun things to do in Winter

As one year ends and another begins here are some ideas for fun things!

<table>
<thead>
<tr>
<th>What exciting things did you do in the holidays? Have fun sharing them with your friends..</th>
<th>Celebrate different festivals/events. How about Chinese New Year? Try some Chinese food to celebrate.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Go on a winter walk. What can you see? How does it make you feel? Be careful the path might be slippy!</td>
<td>Think of a New Year resolution, something positive to do every day.</td>
</tr>
<tr>
<td>Why not have a go at feeding the birds.</td>
<td>What do we need to wear now the weather is cold and the are days are darker? Keeping warm and keeping safe.</td>
</tr>
<tr>
<td>Try a bit of baking, make biscuits in different shapes and sizes.</td>
<td>Look at the sky what can you see? Are there any twinkling stars?</td>
</tr>
<tr>
<td>Go and explore, what can you find?</td>
<td></td>
</tr>
</tbody>
</table>
After 15 years working with the Family Information Service Team, Liz Taylor has decided that the time is right to take her retirement.

A celebration was held to mark the occasion and to provide an opportunity for all those who knew and worked with Liz to say their goodbyes.

We would like to wish Liz every happiness in her retirement.

You will be missed!
Please ensure that you keep your details updated

https://fis.sandwell.gov.uk/

If you are unable to make changes via the website or if you are having trouble registering please contact Sandwell Family Information service on:
0121 569 4914 or
family_information@sandwell.gov.uk

Sandwell Family Information Service Facebook page

You can follow us on our Facebook page where you will find lots of useful news and information about all aspects of family life in Sandwell, as well as information for childcare providers.

www.facebook.com/sandwellfis

School Holidays!

Don’t leave it until the last minute...

Did you know there are lots of fun activities and events available for you and your family to enjoy during the school holidays in Sandwell, including activities and events for children with disabilities?

At work? You can also find out what play schemes and childcare is available in your area.

To plan your school holiday fun or for further information visit https://fis.sandwell.gov.uk or call 0121 569 4914
30 hours free childcare
Information regarding the 30 hours free childcare is on the FIS website and can be accessed via the link below:
https://fis.sandwell.gov.uk
<table>
<thead>
<tr>
<th>Useful Contact Numbers</th>
<th>Phone Numbers</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quality Early Years and Childcare Team</td>
<td>0121 569 4960/4970</td>
<td>Advice/support/guidance</td>
</tr>
<tr>
<td>Sandwell Family Information Service</td>
<td>0121 569 4914</td>
<td>Information on childcare and family services</td>
</tr>
<tr>
<td>OFSTED</td>
<td>0300 123 1231</td>
<td>Ofst ed helpline</td>
</tr>
<tr>
<td>Inclusion Support Early Years and Child Development Centre</td>
<td>0121 569 2860</td>
<td>Advice/support/guidance for settings regarding children with SEN</td>
</tr>
<tr>
<td>Sandwell MASH Team</td>
<td>0121 569 3100</td>
<td>Reporting concerns about a child.</td>
</tr>
<tr>
<td>Prevent Duty reporting</td>
<td>020 7340 7264</td>
<td>Reporting Extremism or Radicalisation – Prevent Duty</td>
</tr>
<tr>
<td>Early Help Locality Co-ordinators.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oldbury: 0121 569 7295</td>
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<td></td>
</tr>
<tr>
<td>West Bromwich: 0121 569 7292</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rowley: 0121 569 7296</td>
<td></td>
<td></td>
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<tr>
<td>Smethwick: 0121 569 7297</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tipton: 0121 569 7291</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wednesbury: 0121 569 7294</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Authority Designated Officer (Uzma Bhatti)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Complete LADO Partnership Referral Form identifying advice or referral. Accessible from: <a href="https://www.sandwellcsp.org.uk/keysafeguarding-issues/referral-forms-screening-tools/">https://www.sandwellcsp.org.uk/keysafeguarding-issues/referral-forms-screening-tools/</a> Submit form to: <a href="mailto:access_team@sandwellchildrenstrust.org">access_team@sandwellchildrenstrust.org</a></td>
<td>Position of Trust (POT) allegations Please chase up any referral with MASH 0121 569 3100 if no communication is received within 48 hours.</td>
<td></td>
</tr>
<tr>
<td>Emergency Duty Team (eves/weekends/public holidays.)</td>
<td>0121 569 3100</td>
<td>Out of hours reporting concerns about a child</td>
</tr>
<tr>
<td>Public Health England Health Protection Unit</td>
<td>0344253560</td>
<td>Guidance on infection control and reporting of notifiable diseases</td>
</tr>
<tr>
<td>Information Commissioners Office (ICO).</td>
<td>0303 123 1113</td>
<td>Upholds information rights, promotes openness by public bodies, &amp; data privacy for individuals</td>
</tr>
</tbody>
</table>