Quality Early Years & Childcare News Update

Important! 30 hours funding code renewal reminder

Please remind your families to re-new their code to ensure that they can continue to access funding for their 3 & 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 as follows:
August 31st
December 31st
March 31st

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

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.
GDPR Reminder

The General Data Protection Regulations came into force on 25 May 2018.

Providers must ensure all service users understand:

- What information you hold on them and what you use it for.
- How information will be shared and with whom.
- How long you will keep the information for.
- What information is required and what is optional.

Guidance is on the ICO website: https://ico.org.uk/for.../guide-to-the-
general-data-protection-regulation-gdpr

Overview of GDPR:

- https://ico.org.uk/for-organisations/resources-and-support/data-
  protection-self-assessment/getting-ready-for-the-gdpr/

Getting ready for the GDPR:

- More on consent: https://ico.org.uk/about-the-ico/consultations/
gdpr-consent- guidance/gdpr-consent-guidance/

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

How to keep your children safe online

The NSPCC have teamed up with O2 to help you keep children safe when they are using the internet, social networks, apps, games and beyond.

The link below provides access to information on how you can support and help children to be safe when using online gaming and the risks of playing a game online. This can also be shared with your parents.

Mental health and the early years workforce

In April 2018, the Pre-school Learning Alliance launched its landmark *Minds Matter* survey, looking at the impact of working in childcare and the early years sector on practitioners' mental health.

More than 2,000 responded — including nursery managers, nursery workers and childminders.

The findings revealed:

A sector struggling with the impact of excessive paperwork and administration, financial instability due to inadequate government funding, and low pay. Practitioners are often stressed about work and that work-related mental health issues have had an impact on personal relationships. A quarter of practitioners are thinking about leaving the early years sector entirely.

The Pre-School Learning Alliance is now calling on Ofsted and The Department for Education to work with them to review paperwork requirements and workload concerns raised by the survey.


Link to Mind Matters document:


The report also contains contact numbers for related support organisations.
Useful websites for information / resources / ideas:

Guide to the General Data Protection Regulation (GDPR)

Link to ICO website for information on data protection and security protection for webcams.
http://iconewsblog.wordpress.com/2014/11/20/is-someone-watching-you-right-now-a-warning-as-website-targets-insecure-webcams/

Location of Sandwell Multi– Agency Threshold Document
www.sandwellscb.org.uk/site/reporting_concerns_home.html

Location of the MARF
www.sandwellscb.org.uk/site/reporting_concerns_home.html

Safeguarding training
All SSCB training is now booked online via the following link:
www.sandwellscb.org.uk/site/whats_new
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
www.sandwellmbc.training-reservations.co.uk/

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

Child Accident Prevention Trust
www.capt.org.uk

Early Maths
www.earlyyearsmaths.e2bn.org/

Ofsted ‘Inspecting safeguarding in early years, education and skills settings:
www.gov.uk/...Inspecting_safeguarding_in_early_years_education_and_skills_setti
ngs.pdf

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.

Link to resources to support children’s communication
https://www.nurseryworld.co.uk/nursery-world/news/1164225/new-website-
resources-to-support-childrens-communication?
utm_content=&utm_campaign=25.04.18%20NW%
Dates for your diary

July:

04 American Independence Day
20 July to 12 Aug; Big butterfly count https://www.bigbutterflycount.org/
22 Tisha B’Av (Jewish)
30 World Friendship Day

August:

01 August National Play Day
15 August Assumption of Mary (Christian)
22 August Eid al -Adha (Muslim)
26 August Raksha Bandhan (Hindu)
27 August Summer Bank Holiday

September:

02 September Janmashtami (Hindu)
06 September National Read a Book Day
10 Rosh Hashana (Jewish)
12 Ganesh Chaturthi (Hindu)
12 Muharram/Islamic New Year (Muslim)
13 Roald Dahl Day — https://www.roalddahl.com
19 Yom Kippur (Jewish)
23 Summer Equinox
24 First Day of Sukkot (Jewish)
30 Hoshanna Rabbah (Jewish)

Congratulations!
On Wednesday 6 June 2018, Sandwell Childminder Victoria (nee Harrison) celebrated her wedding with family and friends in Italy.

Thank you for sharing this beautiful photograph, we wish you every happiness in your new life!

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!
Congratulations!

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

- Tiny Steps-Uplands
- Tiny Toez
- Woodies
- The Patch
- Five Star-Oldbury

Well done!!!!

Contacting the Team

The Quality Early Years & 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:

- Jo Woodley
- Momtaz Begum
- Sue Leatherland
- Satwinder Kaur

Well done!!!!

Goodbye!

Best of luck to Childminder Wendy Brown who retired on 9 March 2018 after 28 years supporting children and families in Sandwell. Wendy has cared for approximately 70 children over the years as well as running a local playgroup; Wendy will continue running the playgroup for 2 days a week.

Pacey’s Business Smart

Pacey has launched Business Smart, developed by childminders for childminders, funded by the Department for Education and produced in association with Lloyds Bank. Business Smart is a collection of ideas, inspiration and tools to help new and existing childminders in England develop a sustainable business.

https://www.pacey.org.uk/business/
Get involved and have fun in 2018

**NSPCC Messathon Day!  21 & 22 July 2018**

Events will be held in Sandwell Valley Park including a muddy obstacle course which the whole family can take part in.

You need to register to take part in the obstacle course and the registration fee along with any other funds raised on the day will go towards NSPCC childcare services.

Information, registration and resource packs can be obtained via the NSPCC website:


---

**Saturday 21 July to Sunday 26 August**

Join in the fun at the Sandwell Valley RSPB reserve this summer, by taking part in the Fairy Village Quest. Explore the magical places within the reserve and help the nature fairies build villages and homes for the animals that can be found there.

11am - 4pm
Price: £3 child (non-member)/£2.40 child (RSPB member)

Read more at [https://ww2.rspb.org.uk/reserves-and-events](https://ww2.rspb.org.uk/reserves-and-events)
Summer at Sandwell Museums

Sandwell Museums have a whole host of fabulous fun activities going on throughout Spring. 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: 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

Whats on at Sandwell Libraries?

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

Child Accident Prevention Trust link to summer safety advice:

https://www.capt.org.uk/News/focus-on-summer-safety
TALK: New Online Parenting Support Service

TALK is a new digital parenting support service that is being piloted in Sandwell until the end of September 2018. It is a simple to use, live chat that is run by Action For Children early years support staff, who you can talk to about any parenting issue or ask any questions you might have. This could include; managing the home, budgeting, bedtime routines, weaning, potty training, behaviour issues, to name a just a few.

Who is it for?
TALK will support any parents/carers and families with under 5’s who may have questions or need support, but don’t know who or where to go to. Parents may have a question that they don’t want to speak to someone face to face about, but like the idea of doing it online in the comfort of their own home.

You might be a professional who knows a family that needs a little bit of extra support and would be happy to receive it in this new innovative way.

Action for Children are hoping that this service will be a valuable resource for families.

Parents will get individually tailored support and will be able to chat to the same person when they return to the site, as many times as they want.

How does it work?
The conversation is a live and private chat or phone call. Other than the online team, no one else can see it. Parents/Carers can give as much or as little information about themselves and their situation as they feel comfortable. Safeguarding is always our priority and we have robust guidelines we adhere to.

It is an easy to use online platform. All that is needed to register is an email address. The email address provided is for registration purposes only.

When is it available?
We are available Monday - Friday 2pm — 8pm on www.actionforchildren.org.uk/talk

Or find us on Facebook TALK Sandwell.

There is a call back service which allows us to call you if you would prefer someone to speak to, rather than an online chat.

If you are a parent/carer who would like to have somewhere to go for advice and reassurance, make a note of the website above for when you need it.
30 Hours Update

Guidance for childcare providers:

Accepting codes after the 31 March deadline for summer term

We are aware there may be a small number of parents who applied by 31 March that may receive their 30 hours code in April. This may be due to technical problems with the childcare service online application or because HMRC required additional information before making an eligibility determination.

You will be aware, that for the autumn and spring terms, we offered flexibility for accepting codes generated after the deadline. We are asking you to do this again where a parent has applied by 31 March and has a 30 hours eligibility code dated between 1 and 23 April.

The below guidance will support your implementation of this process:

Temporary codes
The childcare service will be offering temporary codes to parents with ongoing technical difficulties from 1 March to 23 April. Please encourage parents, who are having difficulties completing their application or reconfirmation online, to contact the helpline on 0300 123 4097. The helpline will then check eligibility and provide them with a temporary code if they qualify for 30 hours. The date of the temporary code letter or email will be the same as the code validity start date. Parents will receive an email or letter with their temporary code and this will include an ‘application date’ to indicate when a parent initially applied. Temporary codes will only be generated for parents where HMRC have evidence they applied / tried to apply by 31 March. If a parent has a temporary code, no additional evidence is required.

Please remember that these codes need to be validated via the Eligibility Checking System (ECS) in the same way as standard codes. The temporary codes begin with ‘11’ as opposed to ‘500’.

Permanent codes
There will be some instances where a parent applies through the childcare service by 31 March but receives their code after this date. This will be where HMRC required additional information from the parent before determining eligibility i.e. ‘amber cases’. You should only accept codes with a validity start date up to 23 April. Where a parent provides a permanent code (beginning ‘500’) which has a validity start date between 1—23 April, providers will need to ask parents to provide evidence of when they applied. Parents will need to confirm that they received a message from HMRC advising that their application was pending, to determine their ‘application date’.
Changes to the The Childcare (Early Years Provision Free of Charge) (Extended Entitlement) Regulations 2016 regulations

A parent, if not self-employed, must be in qualifying paid work in order to be eligible for 30 hours. In January 2018, DfE brought into force an amendment to the 30 hours regulations which changed the definition of being treated as in paid work from expecting to start work/return within 14 days, to expecting to start work/return within 31 days. This will benefit parents by allowing them to apply earlier giving them more time to make their childcare arrangements with providers. Local authorities will also have longer to plan provision and ensure sufficiency of places.

Promotional materials for 30 hours offer

The DfE have combined the parent and stakeholder communications toolkits and re-named the new toolkit the ‘partner toolkit’. The aim of the toolkit is to help providers to promote the 30 hours offer and Tax-Free Childcare through a range of materials, including FAQs and posters.

Link to ‘Childcare Choices Partner Toolkit’
http://transfer.23red.com/public/files/3x0j-47c7fkq

Outcome of public consultations on Free School Meals (FSM) and the Early Years Pupil Premium (EYPP), and the free early education entitlement for two-year-olds under Universal Credit

On 7 February 2018, the government responded to two public consultations on introducing an earnings threshold for families on Universal Credit for Free School Meals and the Early Years Pupil Premium, and the free early education entitlement for two-year-olds. The DfE are amending existing regulations to implement a net earnings threshold of £7,400, to come into force from 1st April 2018. For the two year old entitlement, DfE are also amending existing regulations to implement a net earnings threshold of £15,400, to come into force from 1 April 2018.

You can view the full government response document via this link:
Government_response_FSM_and_EY_entitlements_under_Universal_Credit.pdf
Early Learning for Twos update

ELT is still available to families who meet the criteria see Sandwell website to find out more: www.sandwell.gov.uk/freechildcare

The number of children currently accessing a place is 1619 – 65%

Can I remind you that if you are holding a waiting list for your setting and you have funded children on that list, can you signpost parents back to the Family Information Service on 0121 569 4914 or email: family_information@sandwell.gov.uk so we can help them to find an alternative place, as soon as possible.

A gentle reminder on registers

We need these in on time so that payments can be made; alternatively you will not be paid and will have to wait until the next payment dates if you miss the deadlines.

New changes coming to the way we process your funding forms!

IT Systems-Early year’s portal!

Do you have access to the Early Years Portal?? If you are a funded childcare provider you will need access to this in order to submit your data returns.

It is very important that you complete and return the ‘Provider Access Form’ to ensure that we hold the correct details for all persons who will require access to the Capita system ‘2 year old funding’ and ‘Head count’.

If you require a form you can request one by calling Early Years and Childcare Team on 0121 569 4960.

Should you have any further queries relating to this, please feel free to contact the Early Years and Childcare team on 0121 569 4960 or email family_information@sandwell.gov.uk

FREE childcare for 2 year olds in Sandwell

Do you qualify?
Training Packages 2018– Revisions

Sandwell Quality Early Years & Childcare Team has recently updated their training systems and charges.

To Book onto training, please access the Early Years Training booking system via the following link: https://bookwhen.com/sandwellearlyyears

We have made a number of revisions to details within the Training Process document regarding our training package charges. This is as a result of consulting with our customers in regards to their needs and value for money. We will revise our information and deduct places from your package information as follows:

Half day courses and some workshops will be deducted as half a place from any package purchased. We will update our provision package spreadsheets to show the appropriate deduction for any courses accessed from 8 September 2016. For example if you access 6 half day separate courses a 3 place package would be required to cover the cost. Training package charges will be reviewed in April 2018 for implementation from August 2018.

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

<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 and 2 part half day courses</td>
<td>£20</td>
</tr>
<tr>
<td>2 x EYFS workshops (2 hour workshops)</td>
<td>£10</td>
</tr>
</tbody>
</table>

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

The following courses are free of charge and will not be deducted from training packages; this will be revised from April 2018:

- Safeguarding Module 1
- WellComm
- Business Planning for Beginners
- SEND workshops 2 hours or less
Health and Safety Training Charges 2017 – 2018

<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 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.**

**Training bookings can be completed online.**

The Early Years Training booking system can be accessed via the following link: [https://bookwhen.com/sandwellearlyyears](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 & Childcare Team if no confirmation has been received.

**Remember to check your emails for the 2018 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 Wednesday 11 October 2017. 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>Weds 10 October 2018</td>
<td>1:00pm – 3:15pm or 6:45pm – 9:00pm</td>
<td>West Bromwich Community Centre, Gayton Road, West Bromwich</td>
</tr>
</tbody>
</table>

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](http://www.sandwell.gov.uk/info/200298/early_years_and_childcare/2115/working_in_childcare)

**Important!**

**Training Audit 2018-2019**
Please return your settings training audit if you have not already done so. It is very important that this information is shared with the Quality Early Years and Childcare Team. All data collated from the audits will inform future training plans which will affect training delivery and in turn staff CPD.

Audits should be returned for the attention of Sarah Carder, Workforce Development Officer

**Email:** sarah_carder@sandwell.gov.uk

**Address:** 160 Beeches Road
West Bromwich
B70 6HQ
Our new online directory is here!

Check out the new Sandwell Family Information Service's Hub (FISH).

https://fis.sandwell.gov.uk

The new online directory features local, regional and national organisations and services that exist to support children, young people and families. The directory contains information on services/groups etc., which can offer advice and support on some of the issues or concerns any family may encounter.

You can search for Childminders, Day Nurseries, Free Childcare, 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, plus lots more.

There is also a specific category - Local Offer which holds a wide range of information on services for children and young adults with special education needs and disabilities. All Local Offer services are identifiable with the fish icon.
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 playschemes and childcare is available in your area.

To plan your school holiday fun or for further information visit fis.sandwell.gov.uk or call 0121 569 4914
Childcare Provider – Access to your information

The Family Information Service (FIS) makes your information available to members of the public.

You can view your service at: fis.sandwell.gov.uk

To make amendments or update your information just register your service using the email displayed on your record at fis.sandwell.gov.uk

Please ensure that you keep your details update.

You will be receiving an email from us asking you to register for the new website.

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

30 hours free childcare

Information regarding the 30 hours free childcare is on the FIS website and can be accessed via the link below:

fis.sandwell.gov.uk
<table>
<thead>
<tr>
<th><strong>Useful Contact Numbers</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Quality Early Years and Childcare Team</strong></td>
</tr>
<tr>
<td><strong>Sandwell Family Information Service</strong></td>
</tr>
<tr>
<td><strong>OFSTED</strong></td>
</tr>
<tr>
<td><strong>Inclusion Support Early Years and Child Development Centre</strong></td>
</tr>
<tr>
<td><strong>Sandwell MASH Team</strong></td>
</tr>
<tr>
<td><strong>Prevent Duty reporting</strong></td>
</tr>
<tr>
<td><strong>Early Help Locality Co-ordinators.</strong></td>
</tr>
<tr>
<td><strong>Local Authority Designated Officer (Uzma Bhatti)</strong></td>
</tr>
<tr>
<td><strong>Emergency Duty Team (eves/weekends/public holidays).</strong></td>
</tr>
<tr>
<td><strong>Public Health England Health Protection Unit</strong></td>
</tr>
<tr>
<td><strong>Information Commissioners Office (ICO).</strong></td>
</tr>
</tbody>
</table>