



# **West Berkshire Early Years and Childcare Strategic Plan 2004-2006**

**SureStart**

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# Achievements 2001- 2004

DfES Strategic Goals and Targets to be achieved by 2004	West Berkshire Targets to be achieved by 2004								
<p><u>Early Education and Childcare Places</u> To put in place universal nursery education for 3 year olds by September 2004</p> <p>1) To provide a free part-time early education place for all 3 year olds whose parents want one by September 2003.</p>	<p>All three and four year olds are able to access a free nursery education place since September 2003.</p>								
<p><b>To create new childcare places for 1.6m children by March 2004 which taking account of turnover in existing places, should allow around 1m extra children to benefit from childcare in England alone.</b></p>									
<p>2) To have set up at least 360,000 new out of school childcare places for 720,000 children by 2003.</p>	<p>The West Berkshire Target was to create a total of 404 places by March 2004.</p> <p>New places created include:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-right: 20px;">Special Needs Groups</td> <td style="text-align: right;">16 places</td> </tr> <tr> <td>Before and After School Clubs</td> <td style="text-align: right;">470 places</td> </tr> <tr> <td>Holiday Clubs</td> <td style="text-align: right;">216 <u>places</u></td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>702</b></td> </tr> </table> <p>West Berkshire has 34.6 childcare places per 100 children aged 0-14 years, 0-16 years if a child has special needs. The national average is 15 childcare places per 100 children.</p>	Special Needs Groups	16 places	Before and After School Clubs	470 places	Holiday Clubs	216 <u>places</u>	<b>Total</b>	<b>702</b>
Special Needs Groups	16 places								
Before and After School Clubs	470 places								
Holiday Clubs	216 <u>places</u>								
<b>Total</b>	<b>702</b>								
<p>3) To ensure that a minimum of 80% of all NOF sponsored out of school childcare places remain viable and available five years after being established.</p>	<p>83 % of all NOF sponsored places, opened between 2001 and 2004 remain open.</p>								
<p>4) To ensure that on average, new childcare places created between April 2001 and March 2004 add significantly to the local level of stock for the relevant category:</p> <p>for every 10 new out of school childcare places that open, no more than 1 should close; and for every 10 new childcare places for pre-school age children created, no more than 3 should close. On childminding, from the current position of an average 10.5 places closing for 10 that open. Partnerships should ensure that there is an improvement to at least 10% positive turnover i.e. for every 10 new childminder places created; no more than 9 should close.</p>	<p>New childcare places in West Berkshire have significantly added to the local level of stock;</p> <ul style="list-style-type: none"> <li>• only 0.7 out of school childcare place has closed for every 10 opened.</li> <li>• only 2.8 pre-school childcare places closed for every 10 opened</li> <li>• only 7.6 childminding places have closed for every 10 opened</li> </ul>								

<p>5) To have set up by 2004, a minimum of 120,000 new childcare places with childminders across England in addition to the 25,000 places in areas of disadvantage referred to in target 6.</p>	<p>The target for creating new places with childminders in 2001-04 was 102 childminders offering 190.</p> <p>In 2001-04, 184 new childminders were recruited and registered, offering a total of 618 places, 263 of these provide childcare for school-aged children and 355 childcare places for pre-school aged children.</p>
<p>6) To have set up, by 2004, a minimum of 70,000 new childcare places for pre-school aged children in areas of disadvantage; this figure to broadly comprise 45,000 group-care based places (equivalent to 900 new 50 place nurseries) and 25,000 childminder based places.</p>	<p>In 2001-04 target for creating childcare places with childminders in disadvantaged areas was 29 childminders offering 29 places. During this period new childminders were recruited and registered, offering a total of 31 childcare places of which 12 were for school aged children and 19 for pre-school aged children.</p>
<p>7) To have set up, by 2004, a minimum of 450 additional childminder networks.</p>	<p>During 2001-04 West Berkshire the original Network has been maintained and a second part time Network established. The part time Network has been extended to a full time Network and received approval from NCMA in August 2003. The two Networks now form a cluster Network and in the future will share a portfolio and will be re-assessed at the same time.</p> <p>There are a total of 48 childminders on the Network at present and new childminders are regularly recruited.</p>
<p>8) To have aided the conversion, by 2004, of at least 21,000 play-group places to move to daycare/wraparound care provision.</p>	<p>The 2001-04 target was to convert a minimum of 192 playgroup places to include wrap around care. New places were created during this period.</p>
<p>9) To keep the childcare tax credit under review to ensure it provides affordable, accessible quality childcare for all low income groups and pre-school as well as after school care; and to ensure take up increases, with interdepartmental monitoring to start by December 2000.</p>	<p>The Partnership has;</p> <ul style="list-style-type: none"> <li>- provided all childcare settings with updated information on childcare tax credit.</li> <li>- information on childcare tax credits is sent out with all information from the EYDCP and CIS</li> <li>- promoted childcare tax credit in EYDCP/CIS literature</li> <li>- regularly monitored the take up of childcare tax credit within West Berkshire</li> <li>- worked with the CIS to provide parents with details of eligibility for childcare tax credit</li> <li>- encouraged settings to undertake Quality Assurance to become eligible for accessing the childcare tax credit.</li> <li>-</li> </ul>

<p><b>Recruitment</b></p> <p>10) To boost recruitment at national and local level so as to expand significantly the workforce for early years, childcare and play workers to meet the demand of expanding services.</p>	<p>The CIS has worked on the Recruitment Campaign on behalf of the EYDCP. The targets for recruiting a workforce included the need for:</p> <p>131 Childminders  50 Out of School Club Workers  6 Additional Pre-School Workers</p> <p>The number of workers recruited in 2001-04 included:</p> <p>181 Childminders  60 Out of School Club Workers  16 Additional Pre-School Workers</p>
<p>11) To increase the recruitment of the following under represented groups to the level of the following national targets by 2004:</p> <p>Men – 6%  People with disabilities – 15%  Ethnic minorities – 6%  People aged 40 and over – 40%</p>	<p>To increase the numbers employed in the under represented groups, resulted in the following percentage increase:</p> <p>Men 8 %  People with disabilities 9 %  Ethnic minorities 4 %  People of aged 40 and over 30 %</p>
<p><b>Raising Quality and Standards Training</b></p> <p>12) To raise the quality of childcare by raising training levels with specific targets for the level of qualifications to be achieved by 2004 to be set by September 2001. A national indicative target is being set for the LSC of helping 230,000 young people and sector workers to gain qualifications.</p>	<ul style="list-style-type: none"> <li>• Offered training to all childcare providers across the EYDCP in order to meet the Care Standards</li> <li>• Offered opportunities for award bearing training through local FE colleges including: NVQ 2 and 3 in both Early Years Education &amp; Childcare and Playwork; DCP; DPP; certificate in Playwork and Diploma in Playwork</li> <li>• Monitored the uptake of training through database information and as a result targeted specific groups/ teams for training and support</li> <li>• Employed a Training Organiser to manage the database and support the training programme by liaising with EYDCP employees, settings and FE Colleges to ensure that quality training is provided.</li> <li>• Provide advice and support to all providers</li> <li>• Provide bespoke training to providers in their settings when necessary</li> </ul> <p>The EYDCP training booklet is circulated to all early years and childcare providers in April each year. The training programme identifies the specific Care Standard covered by each course.</p> <p>Regular meetings take place with the LSC and they have ranked childcare training as their</p>

	second highest priority. Additional funding from the LSC will be accessed in 2004-05
13) To ensure that all practitioners delivering Foundation Stage education as part of their EYDC plans should have access to an average of 4 days relevant training and development per year, by 2004.	In 2001, a minimum of 3 days training was provided for all Foundation Stage Practitioners. By March 2004, all Foundation Stage Practitioners will have access to a minimum of 4 days training per year.
14) To ensure that, by 2004, all settings deliver a Foundation Stage curriculum have access to the input and advice from a QTS teacher. The target ratio for involvement is 1 teacher in every 10 non maintained settings, by 2004	<p>The Strategic Plan, 2001-04, proposed to appoint 3 FTE Early Years Teachers by 2003-04.</p> <p>Currently, there are 2.6 FTE Early Years Teachers employed by the EYDCP. Additional early years expertise is available from the 5 qualified teachers involved on a voluntary basis in the Working in Partnership Project groups providing the ratio of 1 to 10.</p> <p>The team is providing excellent support to providers and is able to meet the identified training needs. Providers have built up good relationships with their assigned teacher.</p>
15) To ensure that, by 2004, all qualified teachers involved in delivering the Foundation Stage have undertaken appropriate training and development to improve their specialist knowledge of early education.	All West Berkshire qualified teachers involved in delivering the Foundation Stage have undertaken appropriate training and development to improve their specialist knowledge of early education. This training has included both local and national events
<p><b>Quality Assurance</b></p> <p>16) To ensure that at least 40% of providers have been accredited by a quality assurance scheme by 2004.</p>	<p>This target has not been achieved nationally. There are many issues to address including:</p> <ul style="list-style-type: none"> <li>• Cost of the scheme, initially and in the future</li> <li>• Providers are reluctant to take on additional work, particularly when they have had to cope with the many changes imposed by Ofsted and the Foundation Stage Curriculum</li> <li>• There has been much confusion regarding whether or not schemes will achieve Investors in Children accreditation</li> </ul> <p>The Childcare Development Team encourage all providers to work towards improving the quality of their provision, this includes suggesting that they take on a quality assurance scheme. To date 4 providers have achieved quality assurance and a further 12 settings have embarked on a quality assurance scheme</p>
<b>To ensure that 94% of early years settings, inspected by OfSTED, are making</b>	In respect of the Foundation Stage Curriculum 100% of West Berkshire settings achieved a

<p><b>satisfactory or better progress in delivering the Early Learning Goals, by September 2004.</b></p> <p>17) To ensure that 94% of all Foundation Stage settings inspected by OfSTED are satisfactory or better, by 2004.</p>	<p>satisfactory or better outcome when inspected by OfSTED during 2001-04.</p>
<p><b><u>Special Educational Needs</u></b></p> <p>18) To ensure that by 2001-2002, all settings delivering the Foundation Stage have identified and trained an SEN Coordinator (SENCO), responsible for establishing and implementing the setting's SEN policy, with a target that setting-based SENCOs should have benefited from an average of 3 days relevant training by 2004.</p>	<p>All West Berkshire settings have a SENCO. All SENCOs receive ongoing training relevant to their stage of developing their knowledge. There is an induction pack for newly appointed SENCOs and support through the Working in Partnership groups. In 2001-02 all SENCOs has access to a minimum of 2 days training per year. By March 2004, this will be an average of 3 days relevant training</p>
<p>19) To put in place a network of area SENCOs, with a target ratio of 1 area SENCO to 20 non maintained settings delivering funded early education, by 2004.</p>	<p>In September 2003, the Early Years Advisory Team was formed. The team consists of 2.6 qualified teacher who provide support and advice to setting based SENCOs, plus an early years Educational Psychologist working 0.2. The Setting based SENCOs also have access to SENCOs from the maintained sector during their Working in Partnership groups. When all support is collated the 1 to 20 ratio is achieved.</p>

<p><b><u>Equal Opportunities</u></b></p> <p>20) To ensure all sectors of the community have equal access to childcare and early years services, regardless of their gender, age, special educational needs, disability, background, religion, ethnicity or competence in spoken English.</p>	<p>The Partnership is committed to promoting equality of access to early years education and childcare for all children aged 0-14 years (0-16 years if a child has a disability or special needs). The partnership believes that all children have a right to be educated and cared for as part of a community which values their religious, racial, cultural and linguistic identity and which protects them from discrimination.</p>
<p>21) To ensure that Partnerships have effective equal opportunity strategies which are monitored at least annually and that they ensure all settings identify and train someone to take responsibility for establishing and implementing the setting's equal opportunities strategy by 2004.</p>	<p>The EYDCP reviews the Equal Opportunities policy on an annual basis. All providers receive a copy of the revised policy.</p>
<p>22) By 2004, to significantly increase the amount of support employers give their employees on childcare, working through Partnerships and other organisations.</p>	<p>The Partnership recognises the importance of employer support on childcare to their employees. Established links with the West Berkshire Lifelong Learning Partnership has created links with local employers and is raising awareness of the importance of childcare. Local employers have been contacted and information, covering topics on childcare circulated. Current support from employers is negligible and an area identified for an</p>

	<p>increased input from the Partnership via the Business Support Officer. The mandatory Business Support Officer post includes an element for working with employers and introducing the principles of promoting work-life balance.</p>
<p>24) To significantly boost integrated services for 0-5's by 2004. To set specific targets for 2004 by September 2001 and for the number of early education places for 3 and 4 year olds which have (a) wrap around facilities and (b) fully integrated facilities for 0-4 year olds.</p>	<p>In 2001, West Berkshire has 10 pre-school settings with wrap around care, providing 242 places. By March 2004 this had increased to 370 places, an increase of 65%. In 2001 there were 21 settings in West Berkshire providing fully integrated facilities for 892, 0-4 year olds. By March 2004 this had increased to 39 settings offering a total 2146 Places for 0-4 year olds This has provided expansion in fully integrated services of 128 places, a potential increase of 54%.</p>
<p><b><u>Information Strategy</u></b> 25) To ensure all CIS's meet the 14 minimum service standards, which include accuracy and confidentiality, and are integrated with the national regulatory system set up by OfSTED's Early Years Directorate by September 2001.</p>	<p>The West Berkshire CIS had already met the 14 minimum service standards when the Strategic Plan was written in 2001. To further improve the service, the CIS has added the following to their service: Information is now transferred from OFSTED to CIS' via CIS Development Project (CISDP). OFSTED is working with CISDP to ensure that the CIS receives the data efficiently and regularly. The CIS has further developed the service to:</p> <ul style="list-style-type: none"> <li>• Provide a database of childcare job vacancies and childcare training opportunities in West Berkshire</li> <li>• Establish a number of childcare related services for employers.</li> </ul>
<p><b><u>Better Partnership Working</u></b> 26) To ensure Partnerships keep membership, working practices and progress under review so that they are successful in the delivery and evaluation of their Strategic Plans and key objectives.</p>	<p>The Planning Guidance 2004-06 suggested that Partnerships review their current working practices and the delivery of the service. In October 2003, all interested parties were consulted on the aspects of Partnership work. The outcome of the consultation was:</p> <ul style="list-style-type: none"> <li>- To move to one main Partnership meeting per year 79% of replies.</li> <li>- To increase the membership of the Executive Group to ensure a balanced representation 74 % of replies.</li> <li>- To replace the existing sub groups with time limited task groups. These groups to report back to the Executive 81 % of</li> </ul>



	<p>replies.</p> <ul style="list-style-type: none"> <li>- To circulate information to the wider Partnership membership by increasing the information included in the termly Newsletter 95 % of replies.</li> </ul> <p>New systems will be in place from April 2004.</p>
<p>27) To ensure Partnerships work closely with other strategic partnerships, including the Local Strategic Partnership where this is appropriate, to ensure consistency, sensible community planning and efficient use of resources and to contribute to other plans as appropriate, for example, Education Development Plans, Sure Start and Children's Services Plans.</p>	<p>The EYDCP is one of a number of Partnerships feeding into the West Berkshire Children and Young People's Strategic Partnership. This facilitates close working relationships with Children's Services, Children's Fund, Connexions.</p>
<p>28) To ensure that Partnerships work with local councils to derive benefit from Best Value for young children and parents in their communities and apply the principles of Best Value to their own activities and processes.</p>	<p>West Berkshire EYDCP has yet to be included in a Best Value Review. However, all EYDCP practices include the principles of Best Value.</p>
<p>29) To ensure Partnerships, together with OfSTED's Early Years Directorate, Children's Information Services and appropriate Local Authority staff, develop a clear protocol for working together effectively so as to deliver coherent training, advice, and information services that build capacity and strengthen the quality, choice, accessibility and diversity of provision locally.</p>	<p>Clear protocols exist between the EYDCP and:</p> <p>OfSTED Early Years Directorate  Children's Information Services  Job Centre Plus Childcare Co-ordinator</p>

## **Introduction**

West Berkshire's 2004-06 Early Years Development and Childcare Strategic Plan builds on the successful outcomes of previous plans. This includes Sure Start's aim to help provide the best possible start in life for all children. The government agenda, through Sure Start, is to increase individual security and prosperity by enabling parents to work, as well as tackling educational and health inequalities by supporting children's healthy development and early education.

The guidance for the 2004-06 Strategic Plan includes changes to previous plans. There is no longer a requirement to submit the plan to the DfES for approval and the Local Authority can develop partnership working and planning in a way that makes sense locally. There are new elements to the programme including: extended schools; childcare for students; Jobcentre Plus Childcare Partnership Managers; Support for Childminders; childcare for teenage parents and a funding allocation for the two year period of the plan. The plan will continue to ensure that there is sufficient provision for nursery education for all three and four year olds; set targets for increasing childcare provision; a need to develop, retain and recruit the workforce and to be able to provide information through a Children's Information Service.

## **Sure Start Principles**

The Sure Start Unit has developed a set of principles drawing on best practice learnt from delivering childcare and early education.

- Working with parents and children  
Every family should get access to a range of high quality services that will deliver better outcomes for both children and parents, meeting their needs and stretching their aspirations
- Services for everyone  
But not the same level of service for everyone. Families have distinctly different needs. Services should recognise and respond to these varying needs
- Flexible at the point of delivery  
All services should be designed to encourage access. Where possible families should be able to get the health and family support services they need through a single point of contact
- Starting very early  
Services for young children and parents should start at the first antenatal visit. This should include helping with decisions about returning to work, childcare options and the support available
- Respectful and transparent  
Services should be customer driven whether or not the service is free
- Community driven  
All professionals with an interest in children and families should be sharing expertise and listening to local people on service priorities. This should be done through consultation and day to day listening to parents
- Outcome driven  
All services for children and parents need to have as their core purpose better outcomes for children

## **West Berkshire's Children and Young People's Directorate**

The Children and Young People's Directorate was established in April 2002. The directorate includes education services; children's services from within social services and culture and youth services.

The Children and Young People's Strategic Partnership was formed with representation from all statutory and voluntary services concerned with children and young people across West Berkshire. The Early Years and Childcare Partnership is one of the West Berkshire Partnerships that feeds into the Children and Young People's Strategic Partnership and has representation through the Early Years and Childcare Manager and Chair.

### **The West Berkshire Early Years and Childcare Partnership**

The Sure Start Guidance 2004-06 stated that Local Authorities will wish to review their current delivery and working arrangements prior to setting the targets for 2004-06. A consultation took place in November 2003 to review Partnership working and the delivery of the service by the childcare and early years teams. The outcome of this consultation was:

- To change the Partnership name to Early Years and Childcare
- To introduce a new logo/icon
- To replace the long standing sub groups with time limited task groups
- To have one Partnership meeting a year providing an opportunity for the wider membership to attend
- To increase the membership of the Executive to ensure a balance of representatives from childcare and early years
- To develop the newsletter to ensure that all members receive up to date information on childcare and early years

To ensure that the criteria in the 2001-04 Strategic plan was achieved changes were made to the Early Years Team from September 2003. This included:

- Creating a single team with each teacher offering both Foundation Stage and SENCO advice, support and training
- The Early Years Team to be lead by the Early Years Team Leader
- To continue to include an early years Educational Psychologist (0.2) within the team
- West Berkshire settings offering Foundation Stage curriculum will have a minimum of one visit every term

The Childcare Delivery team was increased during 2001-04 and from April '004 the team will consist of:

- The Early Years and Childcare Manager
- The Early Years and Childcare Officer with line management of 5 members of the Childcare Team
- A Senior Childcare Development Officer with responsibility for managing Out of School Care Development Workers and for the development of childcare for Children in Need
- 3 Out of School Care Childcare Development Workers
- A Childcare Development Worker for day nursery provision
- A Childcare Development Worker to provide the Retained Function role and work with childminders and crèches
- 2 Childminder Network Co-ordinators
- A Business Support Officer
- A Training Organiser
- A Workforce Development Officer
- A Support Services Administration Assistant

The work of the Childcare Development Team includes:

- Management of all Early Years and Childcare Funding
- Setting local targets within the Sure Start Unit Guidelines and monitoring those targets
- Supporting all childminders, out of school clubs, day nurseries, private and voluntary pre-schools, holiday provision, and crèches
- Assisting providers to develop new childcare provision in West Berkshire
- Providing training for all childcare providers to enable them to meet the National Care Standards for children under eight
- Organising an extensive training programme
- Liaison with other agencies e.g. Ofsted
- Reporting on the work of the team to the Early Years and Childcare Executive and to the DfES Sure Start Unit through quarterly reports
- Bidding for additional funding to support childcare provision

# **West Berkshire's Vision is that every child and family has access to high quality and affordable Early Years Education and Childcare**

## **Aims**

- Early education and childcare is a high priority service within West Berkshire
- All staff involved in early years education realise their potential through training and career development
- Place a strong emphasis on the monitoring and improvement of all early years and childcare services
- Seek to influence prospective changes in legislation or funding at national and local level for the benefit of early years education and childcare in West Berkshire
- Promote childcare through local partners
- Ensure that all members of the Early Years and Childcare Partnership receive regular information relating to early years and childcare
- Provide parents with a childcare choices so that they are able to access a provider that best meets their needs
- Provide information, support and advice to all existing and potential early years and childcare providers
- To ensure that all provision is of high quality and inclusive



DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
1. Integrating Services for young children and their families						

<p><b>1.1 Early Education</b></p>	<p><b>1.1.1</b>All three and four year olds will have access to a free, part time early education place</p> <p><b>1.1.2</b> All providers of early education will have regard to the DfES Code of practice</p> <p><b>1.1.3</b> All providers of early education will sign an agreement at the start of each financial year</p> <p><b>1.1.4</b> Reciprocal arrangements with neighbouring authorities</p> <p><b>1.1.5</b> To ensure there are free places at a variety of settings to provide maximum opportunity for parental choice</p>	<p>Available in West Berkshire since September 2003</p> <p>All providers will receive a copy of the Code of Practice directly from the DfES</p> <p>New agreement to include the need to return information on profiling to be completed by providers in April 2004</p> <p>Reciprocal arrangements with all neighbouring authorities are in place. This enables all children to receive funding from the provider in the area they receive nursery education</p> <p>West Berkshire has sufficient free places to accommodate all 3 and 4 year olds whose parents wish them to access a free place.</p> <p>Provision is available in a variety of settings, offering parental choice. However, in some cases the opportunities for choice are limited because of the rural nature of West Berkshire.</p>	<p>EYDCP and West Berkshire Amey Finance</p> <p>DfES Sure Start Unit</p> <p>EYDCP</p> <p>EYDCP</p>		<p>West Berkshire Children and Young People Strategic Plan</p> <p>DfES Code of Practice</p>	<p>Education Formula Spending (EFS)</p>
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DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
1.2 Childrens Centres	West Berkshire does not have funding allocation for Childrens Centres					
1.3 Sure Start Local Programme	West Berkshire does not have funding allocation for Sure Start Local Programme.					

<p>1.4 Developing Existing Provision</p>	<p>1.4.1 The nursery schools are developing their existing provision in line with the Sure Start Children's Centre Guidance. Victoria Park services will meet all the criteria in 2004-05, Church Croft will meet the criteria in 2005-06 following the proposed rebuild of the school. Details will be provided in the 2005-06 Plan.</p> <p>1.4.2 Private, voluntary and independent providers will be supported to provide integrated early education and childcare.</p>	<p>Victoria Park Nursery school will offer integrated early education and childcare; an outreach service for needy families; training opportunities for professionals and parents/carers; links with professionals from other agencies e.g. Health and Social Services</p> <p>Church Croft nursery School will offer integrated early education and childcare services.</p> <p>To create 20 new childcare places wrapped around early education provision. Each place will offer a minimum of 4 hours integrated early years education and childcare provision</p> <p>To create a minimum of 52 new childcare places in group care.</p>	<p>Nursery School Development group</p> <p>EYDCP Childcare Development Team</p>		<p>West Berkshire Nursery School Development Plan</p> <p>West Berkshire Children and Young People Strategic plan</p>	<p>Nursery School Development Grant (via the General Sure Start Grant)</p> <p>General Sure Start Grant</p> <p>Sure Start Grant - Capital funding for sessional providers to become full day care</p>
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**West Berkshire EYDCP and Children and Young People's Directorate recognise the importance of integrating services for young children and their families. To this end the Nursery School Development Plan has been created to match the services offered by a funded Children's Centre. The nursery schools will offer high quality integrated services that bring together early education, childcare, health and family support services.**

DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
2. Creating and Sustaining Childcare						
2.1 Creating new childcare places	2.1.1 To create 900 new childcare places	<p>To create 572 new childcare places. These will include new:</p> <ul style="list-style-type: none"> <li>• places with childminders</li> <li>• home childcarers</li> <li>• out of school clubs</li> <li>• holiday provision</li> <li>• care wrapped around an early education place</li> <li>• provision for 11-14 year olds</li> <li>• provision for children with SEN</li> </ul>	EYDCP Childcare Development Team			Sure Start Out of School Grant (within the General Sure Start Grant)

DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
2.2 Retained Functions and Pathways to Registration	2.2.1 To provide information, advice, training and support for childminders and day care providers	<p>To ensure that all potential childminders have the opportunity to attend an information session within 2 months of making an enquiry and to be offered a place on the pre-registration course within a month of the information session. To provide 7 two hour Information Sessions for potential childminders and 8 twelve hour West Berkshire 'Minding, Your Own Business' pre-registration courses. To provide 7 two hour Information Sessions for potential childminders and 8 twelve hour West Berkshire 'Minding, Your Own Business' pre-registration courses. Potential group Day Care providers are offered support on an individual basis.</p> <p>To arrange an initial meeting with a potential group provider within 10 days of the initial contact and to provide further advice and support when requested.</p>	EYDCP Childcare Development Team (includes the retained function)		Section XA of the Children Act 1989, as inserted in the Care Standards Act 2000 - Part VI -Local Authority Information Advice and Training Functions Sure Start Unit Pathways to Registration	EFS and Sure Start General Grant

DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
2.3 Out of School Places and Extended Schools	<p>2.3.1 To create 456 new out of school care places, including places at the nominated Extended School</p> <p>2.3.2 To develop a West Berkshire Play Policy that will include opportunities to improve the play opportunities of all children.</p>	<p>To create 336 out of school places. These will include:</p> <ul style="list-style-type: none"> <li>• 160 holiday club places</li> <li>• 176 out of school care places, 80 of these places will provide care for 11-14 year olds</li> <li>• To consult on the requirements of a Play Policy</li> <li>• To work closely with other West Berkshire Children and Young People teams</li> <li>• To prepare a draft policy for consultation</li> <li>• To launch the policy by March 2005</li> </ul>	<p>EYDCP Development Team</p> <p>EYDCP</p>		<p>West Berkshire Children and Young People Strategic Plan</p>	
2.4 Childcare in FE and HE Institutions	2.4.1 To offer support to help students at college access the childcare that suits their individual needs	To liaise with the student support team at Newbury to provide links to the Children's Information Service.	CIS			

DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
2.5 Childcare for Teenage Parents	2.5.1 To offer a Childcare Brokerage to support teenage parents in finding childcare that meets their individual needs	<p>The EYDCP Manager is the West Berkshire named officer for care to Learn?</p> <p>The Childcare Brokerage has been established and is included in the role of the Childminder Network Co-ordinators</p> <p>Existing or expectant teenage parents are provided with information from a variety of sources including:</p> <ul style="list-style-type: none"> <li>• Midwives</li> <li>• Health visitors</li> <li>• Connexions</li> <li>• School PSE tutors</li> <li>• EYDCP</li> <li>• Teenage pregnancy co-ordinator</li> </ul>	EYDCP Manager and Childminder Network Co-ordinators	Increasing the number of teenage parents who complete their education	West Berkshire Teenage pregnancy Plan	

DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
<p><b>2.6 Childminders</b></p>	<p><b>2.6.1 To create a minimum of 240 new childcare places with childminders</b></p> <p><b>2.6.2 To provide a start up grant to new childminders</b></p> <p><b>2.6.3 West Berkshire Childminding Networks to reach full capacity, 80 childminders, by March 2006</b></p>	<p><b>To create a minimum of 120 new childcare places with childminders. Recruitment will be targeted at the rural areas of West Berkshire where there is no capacity for group care. All West Berkshire Childminders receive information on the West Berkshire Childminding Networks and the opportunity to join.</b></p> <p><b>Newly registered childminders may apply to West Berkshire EYDCP for a Start up Grant. This will fund the NCMA starter pack and provide funding for some essential equipment and toys</b></p> <p><b>To sustain existing numbers in the childminding networks and increase to a total of 64 childminders by March 2005</b></p>	<p><b>EYDCP Childcare Development Team (includes the retailed function post)</b></p> <p><b>EYDCP Childcare Development Team</b></p> <p><b>EYDCP Childminder Network Co-ordinators</b></p>			

	<p>2.6.4 To set up a new scheme to use existing childminders as “support” childminders will be a key part of the services that help recruit and support the registration of new childminders.</p>	<p>The EYDCP Officer is leading the work for this scheme, which includes:-</p> <ul style="list-style-type: none"> <li>• Create a flyer/letter to send out to all Childminders inviting them to an information evening.</li> <li>• Hold 2-3 information evenings to provide Childminders with more information about the Mentoring Scheme</li> <li>• Set up an interview process for the recruitment of mentors</li> <li>•</li> <li>• Recruit mentors across the whole of West Berkshire</li> <li>• Set up training sessions/handouts for Mentors and supporters</li> <li>• Hold regular group meetings for Mentors and their supporters.</li> <li>• Review the progress/success of the scheme after year 1.</li> </ul>	<p>EYDCP Officer EYDCP Retained Function and Childminder Network Co-ordinators</p>			
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DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
2.7 Home Childcarers	2.7.1 To develop a scheme to support registered childminders to become Home Childcarers	<p>All Home Childcarers must be registered as childminders. Any person wishing to become a Home Childcarer and is not registered must complete the full registration process, including attendance at pre-registration courses. The registered childminder, working as a Home Childcarer will be employed by the parents. The parents will need to ensure that their home meets the Care Standards and be subject to Ofsted Inspection. A Home Childcarer will have access to the same training, advice and support as any other childminder in West Berkshire and is also eligible to receive a childminder start up grant and have the opportunity to join the Childminder Network</p>	<p>The Home Childcarer scheme is already available. The focus in 2004-05 is to promote the scheme. The CIC have a leading role in this promotion. All childminder information given out at pre-registration and training courses will include information on becoming a Home Childcarer</p>			

<p>2.8 Sustainability Scheme</p>	<p>2.8.1 Sustainability funding is available to support all group based childcare provision, childminders and ongoing support of childminder networks. The primary purpose of sustainability schemes is to provide short-term support during occasional periods of threatened business viability after start up funding has expired.</p>	<p>Support for sustaining provision will include:</p> <ul style="list-style-type: none"> <li>• Help with business planning</li> <li>• Marketing of childcare services</li> <li>• How to make information available to parents</li> <li>• Actions to improve the quality of provision and staff</li> <li>• Encouraging local employers to support parents and carers</li> <li>• Provision of information on \working families Tax Credit</li> <li>• Workforce Development, including recruitment and training</li> <li>• Planning new provision sensitively so as to assess the impact on existing provision</li> <li>• Bringing funding streams together to support childcare</li> </ul> <p>All providers in receipt of the sustainability grant must be willing to make empty places available, on a short term basis and free of charge, to the children of parents who are seeking to move into work under the New Deal. This includes those wishing to 'test out' formal childcare with a view to taking up employment once childcare is secure. The EYC Team will work closely with the Jobcentre Plus Partnership</p>				
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DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
2.9 Business Support	2.9.1 To continue to employ a Business Support Officer to offer advice, support and training to all early years education and childcare settings.	<p>The Business Support officer will:</p> <ul style="list-style-type: none"> <li>• monitor all NOF funded projects and submit reports to NOF</li> <li>• complete financial health checks when requested by an early years or childcare setting</li> <li>• provide information on Working Families Tax Credit</li> <li>• work closely with the development team to create new provision and ensure the ongoing viability of all new provision</li> <li>• monitor the allocation of the funding for new childcare places</li> <li>• assist in the management of the sustainability scheme</li> </ul>	The Business Support Officer reporting to the Early Years and Childcare Manager			Childcare Grant

DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
2.10 Promoting Affordability and Helping Parents to Work	2.10.1 To develop strong links with Jobcentre Plus and ensure that parents are aware of childcare tax credit	<p>Strong links with Jobcentre Plus have been formed and the Memorandum of Understanding will be finalised and signed by April 2004. The Jobcentre Plus Childcare Partnership Manager and the Lone Parent Adviser are both active members of the EYDCP.</p> <p>A childcare brokerage will be established from April 2004 to provide one to one support for lone parents wishing to return to work. The brokerage will be run by the Childminder Network Co-ordinators providing face to face advice and information as well as searching to find childcare that meets the needs of the parent</p> <p>Information on Working Families Tax Credit will be provided by the Business Support officer and the CIS</p>	Early Years and Childcare Manager and Officer, reporting to the Executive			

DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
2.11 Children's Information Service (CIS)	2.11.1 To improve the services provided by the CIS to meet the requirements of the Sure Start CIS Strategy 2003-04	<p>In 2004-05 the CIS will:</p> <ul style="list-style-type: none"> <li>• receive information from Ofsted and report to the EYDCP on a changes monthly</li> <li>• continue to staff the CLIVE outreach sessions and the weekly drop in at the Council Offices</li> <li>• increase the number of enquiries by 25 per week (for all three areas based at the CIC)</li> <li>• to increase the number of hours the service is accessible</li> <li>• develop a new outreach service in the west of the area</li> <li>• to update the CIC website</li> <li>• develop a link between the CIS website and the West Berkshire Council website</li> <li>• to operate a new database with a read only link to the EYDCP</li> </ul>	Children's Information Service (CIS) EY&C Officer Retained Function			

DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
3. Ensuring Quality, Access and Inclusion						
3.1 Supporting Children's Learning and development	<p>3.1.1 All Children accessing a free nursery education place will have access to the Foundation Stage Curriculum All children will have access to good quality childcare provision</p>	<ul style="list-style-type: none"> <li>• 98% of all West Berkshire Early Years and Childcare Provision to have received a satisfactory or good outcome to their Ofsted inspection</li> <li>• All providers will be offered targeted support prior to their Ofsted inspection and a follow up visit to assist with action planning</li> <li>• All providers will be entitled to a minimum of one visit per term from an early years teacher and / or a childcare development worker</li> <li>• All providers will receive updated information from the early years and Childcare Team as appropriate</li> </ul>				

<p>3.2 Children with Special Needs and Disabled Children</p>	<p>3.2.1 To support collaborative working to ensure a strategic and holistic and child-focused approach to early identification of needs and appropriate intervention to respond to these needs</p>	<ul style="list-style-type: none"> <li>• To ensure that all early years settings have an identified SENCO</li> <li>• To increase the confidence of and train front line staff in the identification and referral processes for children with SEN/ disability</li> <li>• To develop working networks with other professionals from within the Children and Young People's Directorate alongside links with health professionals and Voluntary Agencies</li> <li>• To provide inclusive early education and childcare whenever possible, meeting the needs of the child and the wishes of the parent</li> <li>• To provide one to one support, when necessary to support inclusion in a mainstream setting</li> <li>• To continue to provide and create new specialist childcare provision for children who are not able to have their needs met in mainstream provision</li> <li>• To continue to make links between specialist and mainstream provision to facilitate inclusion over a period of time</li> </ul>				
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3.3 Using libraries	To increase the use of libraries by families with young children in line with the SDA target	West Berkshire's Library Service has a representative on the Early Years and Childcare Partnership. The further guidance expected in 2004 will inform a strategy to be developed				
4. Developing the Workforce						

<p>4.1 Recruitment and Retention</p>	<p>4.1.1 To create a local strategy for supporting recruitment and retention, shared with key local partners</p>	<p>Recruit a dedicated recruitment officer</p> <p>Make use of advertising material from Surestart and create local posters. Leaflets, videos etc for local recruitment events.</p> <p>Continue to hold taster sessions throughout West Berkshire using CLIVE (Community Learning Information Vehicle) where possible particularly in the most rural areas.</p> <p>Use the following for advertising and promoting:</p> <ul style="list-style-type: none"> <li>• local radio station</li> <li>• local newspaper</li> <li>• Leisure Centres</li> <li>• Libraries</li> </ul> <p>Target under-represented groups by offering advice, support and information by :-</p> <ul style="list-style-type: none"> <li>• Targeting 50+ groups by providing information at coffee mornings/lunch groups, leisure clubs etc.</li> <li>• Giving talks to sixth formers within local Schools offering career advice for Early Years &amp; Childcare</li> <li>• Working closely with Local College to provide work experience</li> </ul>	<p>Recruitment Officer and support from the EYDCP Childcare Workers</p>			
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<p>4.2 Workforce Training and Development</p>	<p>4.2.1 To meet the qualification requirements of the National Standards for Under Eights Day Care and Childminding To support the good outcomes for young children in the Foundation Stage</p>	<p>The annual training programme is based on the audit of need for qualifications and training. The programme is distributed to all early years and childcare practitioners in April each year. The Training Organiser; sets up the programme through liaison with members of the Early Years and Childcare Teams; takes the bookings; updates the database and monitors feedback from the courses</p> <p>Childcare</p> <ul style="list-style-type: none"> <li>• Early Years and Childcare courses identify the Care Standard being addressed</li> <li>• Courses to address the management needs of providers will be included in the programme</li> <li>• NVQ 2 and 3 courses are offered through Newbury College</li> <li>• The LSC have made Childcare Training their second highest priority and support the college and the EY&amp;C Team</li> <li>• West Berkshire in partnership with reading, Bracknell Forest, Wokingham and Windsor and Maidenhead have successfully bid for</li> </ul>				
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DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
1 Integrating Services for young children and their families						

<p>1.1 Early Education</p>	<p>All three and four year olds will have access to a free, part time early education place</p> <p>All providers of early education will have regard to the Sure Start Code of practice on the provision of free nursery education for three and four year olds</p> <p>All non-maintained providers of early education will sign an agreement (linked to the Code of Practice) at the start of each financial year</p> <p>Reciprocal arrangements with neighbouring authorities</p> <p>To ensure there are free places at a variety of settings to provide maximum opportunity for parental choice</p>	<p>Available in West Berkshire since September 2003</p> <p>All providers will receive a copy of the Code of Practice directly from Sure Start.</p> <p>New agreement to include the requirement for providers who receive 4 year old funding to start the profiling process when the child is in the last year of the Foundation Stage and the Foundation Stage Profile and submit data to the LEA in June each year</p> <p>Reciprocal arrangements with all neighbouring authorities are in place. This enables all children to receive funding from the provider in the area they receive nursery education</p> <p>West Berkshire has sufficient free places to accommodate all 3 and 4 year olds whose parents wish them to access a free place.</p> <p>Provision is available in a variety of settings, offering parental choice. However, in some cases the opportunities for choice are limited because of the rural nature of West Berkshire.</p>	<p>EYC and West Berkshire Amey Finance</p> <p>DfES Sure Start Unit</p> <p>EYC and West Berkshire Amey Finance</p> <p>EYC</p>		<p>West Berkshire Children and Young People Strategic Plan</p> <p>Sure Start Code of Practice on the provision of free nursery education places for three and four year olds 2004-05</p> <p>West Berkshire Nursery Education Grant Agreement 2004-05</p> <p>West Berkshire Pebbles profile or similar assessment descriptor</p> <p>Sure Start Code of Practice</p>	<p>Education Formula Spending (EFS)</p>
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DfES Delivery Guidance for 2004-06	West Berkshire Strategic Targets 2004-2006	West Berkshire Implementation 2004-05	Responsibility	Links to other West Berkshire targets	Links to other Plans and documentation	Funding Source
1.4 Developing Existing Provision	<p>The nursery schools are developing their existing provision in line with the Sure Start Children's Centre Guidance. Victoria Park services will meet all the criteria in 2004-05, Church Croft will meet the criteria in 2005-06 following the proposed rebuild of the school. Details will be provided in the 2005-06 Plan.</p> <p>Private, voluntary and independent providers will be supported to provide integrated early education and childcare.</p>	<p>Victoria Park Nursery school will offer integrated early education and childcare; an outreach service for needy families; training opportunities for professionals and parents/carers; links with professionals from other agencies e.g. Health and Social Services</p> <p>Church Croft nursery School will offer integrated early education and childcare services.</p> <p>To create 20 new childcare places wrapped around early education provision. Each place will offer a minimum of 4 hours integrated early years education and childcare provision</p> <p>To create a minimum of 52 new childcare places in group care.</p>	<p>Nursery School Development group</p> <p>EYC Childcare Development Team</p>		<p>West Berkshire Nursery School Development Plan West Berkshire Children and Young People Strategic plan</p>	<p>Nursery School Development Grant (via the General Sure Start Grant)</p> <p>General Sure Start Grant Sure Start Grant - Capital funding for sessional providers to become full day care</p>

**West Berkshire EYC and Children and Young People's Directorate recognise the importance of integrating services for young children and their families. To this end the Nursery School Development Plan has been created to match the services offered by a funded Children's Centre. The nursery schools will offer high quality integrated services that bring together early education, childcare, health and family support services.**