



## Newsletter for all Early Years Providers

### Spring Term CPD Training

Details of the Spring Term CPD Training can now be found on: <https://families.leicester.gov.uk/cpd>

Booking and pricing information can also be found on this page.

Remember if you have any particular training needs please email [EEDTeam@leicester.gov.uk](mailto:EEDTeam@leicester.gov.uk) and we will consider your ideas for next term's training.

### Contact Details

Our old email addresses [eyqipt@leicester.gov.uk](mailto:eyqipt@leicester.gov.uk) and [childcare-strategy-team@leicester.gov.uk](mailto:childcare-strategy-team@leicester.gov.uk) are no longer valid. Please ensure you do not use these email addresses as we will not receive your email.

Any emails should be sent to [EEDTeam@leicester.gov.uk](mailto:EEDTeam@leicester.gov.uk)

Thank you.

### Email Addresses

If you change your email address please ensure that you contact Ofsted and the local authority with your new email address.

We use this method of communication for regular updates, training and other useful information.

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## Website and IT systems update

### **Collecting childcare service level information**

The Childcare Act 2006 requires Leicester City Council to hold, maintain and share a range of information on the childcare services based within the city and to conduct a Childcare Sufficiency Assessment. The information is currently collected once a year using online forms, with the information being published on <https://mychoice.leicester.gov.uk>.

However all local authorities are now required to collect and publish up to date information on a termly basis and Leicester City Council will be implementing this change during 2018.

To improve the way the information is collected a new Self Update Provider Portal (SUPP) will be used. SUPP will be accessed through the Provider Portal that is currently used by providers who deliver free early education in Leicester. Those who do not have access to the Provider Portal will be issued with an account.

More information about this change will be given to all child care providers in the near future and will include guidance on how to use the Portal.

### **Publishing childcare service level information**

Childcare providers are reminded to check their latest childcare service information that is currently published and to let us know of any urgent changes using the [provider update form](#). Future changes will be managed through the new self update provider portal.

Search for your service using the following link: <https://mychoice.leicester.gov.uk/Categories/5/Childcare>

Childminders who have not given consent to publish their name and services that have not completed a profile form, can be searched for using the Ofsted registration number.

### **New family information website**

The Family Information Service website has been updated and has now been launched – [families.leicester.gov.uk](http://families.leicester.gov.uk)

The new website has information for the following services:

- Family information
- Children Centres
- Disabled Children's Service
- Local Offer for special educational needs and disabilities
- Childcare professionals

### **Website and IT systems update continued..**

The childcare professionals area is specific to the childcare providers in Leicester and holds the information and resources that you would need to access from Leicester City Council. Access to some areas within this section will become restricted, this is to ensure that the information and resources are used appropriately. A generic log in and password will be issued to all City childcare providers soon.

The short link to the professionals area is <https://families.leicester.gov.uk/professionals>

If there is any specific information that you would like to see in Professionals area, please email your suggestion to [eedteam@leicester.gov.uk](mailto:eedteam@leicester.gov.uk)

### **HEALTH AND SAFETY ADVICE CLINIC**

Officers from the Public Safety Team are offering group care providers with an opportunity to speak to health and safety specialists about workplace health and safety concerns/queries. This free clinic will be open to all setting providers. Slots can be booked in advance to avoid any delay or disappointment.

Officers from the Public Safety Team can advice on the following health and safety areas:

- Risk assessments
- Health and safety checks
- First aid
- Avoiding accidents
- Equipment safety
- Good hygiene practices

The clinic will only go ahead if there is sufficient interest from settings.

Should you wish the attend such a clinic then please provide your details (business name, address, contact name, contact email, contact telephone) to Anjna Chandegra, Public Safety Team by email: [anjna.chandegra@leicester.gov.uk](mailto:anjna.chandegra@leicester.gov.uk) Deadline for registering your interest is 2<sup>nd</sup> March 2018.

### **EARLY YEARS CENSUS 2018**

Thank you to all those that have submitted their census data.

The deadline for submission is 31st January 2018

The deadline for QTS / EYFS evidence is 10th February 2018

This can be found using : <http://families.leicester.gov.uk/census2018>

Please note this is a mandatory requirement if you are claiming FEEE funding.

## FOR CHILDMINDERS WHO WOULD LIKE TO DELIVER FUNDED PLACES

• **Are you registered on the Early Years Register (EYR) with Ofsted?**

• **Do you have an Ofsted Grading of Good, RI or Met?  
OR are a new childminder - not inspected yet?**

• **You can sign-up to deliver **funded** places for**  
**> 2, 3&4 year olds**  
 if you have a Good or Met or are awaiting 1st Inspection  
**> OR for 3&4 year olds only**  
 if you have an RI judgement

To sign-up to the Provider Agreement – Terms and Conditions for the provision of Funded Early Education Entitlement places (FEEE places)

- Send an e-mail to [eedteam@leicester.gov.uk](mailto:eedteam@leicester.gov.uk) to confirm your interest and give us your Name, Ofsted Registration Number and current Ofsted grading.
- We will then send you the web links to the documents for you to complete and submit online.

Early Education Development Team | Tel: 0116 454 4190 | E-Mail: [eedteam@leicester.gov.uk](mailto:eedteam@leicester.gov.uk)

Offering funded places – the basics...

- You have to ask the Parents to complete a Parental Declaration Form to make it clear how many hours of funded childcare their child will be accessing with you.
- You inform Leicester City Council via an online portal of the funded hours you are delivering for each child and the local authority will pay you directly for the funded hours.
- The funding rate for 2 year olds is a fixed rate of £4.90 per hour. For 3 & 4 year olds it starts at £4 per hour. There may be other supplements and Early Years Pupil Premium (EYPP) payable for 3 & 4 year olds. Full details are available in the Provider Agreement.
- You must not charge the parents anything for the funded hours and so these are free for the parents.
- The parents will have to pay you for any agreed additional hours that their child attends (over and above the funded hours) and this will be at the rate or rates that you have agreed with them.

## **SAVE THE DATE!**

### **SPRING TERM EYFS NETWORK**

**Date: Wednesday 28<sup>th</sup> February 9:30-12:30**

**Venue: Attenborough Hall, City Hall, 115 Charles Street,  
Leicester, LE1 1FZ**

Following feedback from the autumn term events, in order to provide more time and content for the network meeting opportunities, for the spring term, we are holding one city-wide EYFS event where schools and early years providers will have the opportunity to be grouped, and network with settings in their cluster areas.

Please save the date and we will send out full details of agenda items and speakers for the event shortly. Look out for details via an email from EED Team coming soon.

If you are unable to leave your setting during the day time we will be offering an alternative evening date and time:

**Date: Thursday 8<sup>th</sup> March, 6:30pm-9:00pm**

**Venue: New Parks House, Pindar Road, Leicester, LE3 9RN**

### **Don't miss out! You may be eligible for funding to help with SEND children in your care.**

All early years settings and childminders who provide Funded Early Education (FEEE) places for 3 and 4 year olds are entitled to a one off payment of £615 per year for children in receipt of Disability Living Allowance.

Early Years providers are ultimately responsible for identifying eligible children through a discussion with parents.

This payment is there to support providers to make reasonable adjustments in order to meet the needs of children with special educational needs and disability (SEND) and could be spent on training and /or resources.

For further details please contact the SEN finance manager at Special Education Services..

Email: [ses@leicester.gov.uk](mailto:ses@leicester.gov.uk)

Phone: 0116 454 2050

Or speak to your Area SENCO

### **Qualifications Update**

See updated EYFS staff:child ratios - DfE approved qualifications (updated Jan 18)

<https://www.gov.uk/government/publications/eyfs-staffchild-ratios-dfe-approved-qualifications>

## University of Northampton taster session for the Level 5 Foundation Degree in Early Years and Early Years Teacher Status

**Friday 23 February 2018 9:30am - 12:30am**

**Or**

**Wednesday 11 April 2018 1:30pm - 4:30pm**

**Venue: Forest Lodge Education Centre, Charnor Road, Leicester, LE3 6LH.**

The Foundation Degree is the next step in professional development and early years practice for anyone who holds a relevant Level 3 Qualification.

For more information please visit their website: <https://www.northampton.ac.uk/study/courses/early-years-foundation-degree-fda/>

If you are interested please book a place at one of the taster events by email [eedteam@leicester.gov.uk](mailto:eedteam@leicester.gov.uk)

### Admissions Consultation

Leicester City Council is responsible for setting admission arrangements for all city community and voluntary schools. We are seeking views on proposed changes to these arrangements.

Additionally, the admitting authorities for some of our academies are proposing changes to their admissions arrangements for 2019/20. Full details can be found [here](#).

The deadline for having your say is 31st January 2018.

### DFE Survey of Childcare and EY Providers

We wanted to inform you that DfE will be piloting the *Survey of Childcare and EY Providers* in January and February 2018. A small number of providers will be contacted by the National Centre for Social Research, on DfE's behalf, to take part in the survey.

For the pilot, the national survey will be issued to 750 providers, 250 each of group based providers, school based providers (with nursery – excluding reception only), and childminders with an aim of achieving 150 completed surveys. Those providers invited to participate will be contacted in writing.

Between April and June 2018 the DfE will be carrying out the main fieldwork survey, with the much larger sample of providers (circa 70,000). Those providers will be invited in writing to participate.

This is your newsletter and we always welcome contributions from Early Years Providers. If you have something you would like to be included in next terms newsletter please email [EEDteam@leicester.gov.uk](mailto:EEDteam@leicester.gov.uk)



## Example Early Years Menus and Resources

The new [example early years menus](#) have been published by Public Health England to help early years professionals plan healthy meals for children in their care.

The government has also produced accompanying infographics to go with the early years menus which can be found [here](#).

To coincide with the publication of these menus, Action for Children has published the [Eat Better, Start Better](#) guidance and supporting material, which have been developed to help early years providers and practitioners to meet the EYFS welfare requirement for the provision of healthy, balanced and nutritious food and drink. (Source: Foundation Years update)



## Good Nutrition for the Under 5's Award



**'Good Nutrition for the under 5's'**  
**Award**

Supported by Leicester City Council, building on the Eat Better Start Better programme

**FREE NUTRITION TRAINING & SUPPORT FOR NURSERIES TO INCLUDE:**

- **Practical advice** in planning and delivering food provision for under 5s
- **New guidance** on allergies, food labelling legislation and supporting parents in preparing healthy packed lunches
- **Supporting parents** "Big Cook Little Cook" family programmes
- **Up-coming local training dates:**
  - **Wednesday 31<sup>st</sup> January 2018**
  - **Wednesday 28<sup>th</sup> February 2018**
- To book, or for more information, contact **Gillian** or **Carole** on **0116 295 0326**
- Email: [carole.sandhu@lincs.nhs.uk](mailto:carole.sandhu@lincs.nhs.uk)