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:
- March 31st, 2019
- August 31st, 2019
- December 31 2019

All codes must be given to providers 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.
Childcare celebration event 2018

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

The special event at WS10 Conference Centre in Wednesbury was organised by the Sandwell Family Information Service and Sandwell Quality Early Years and Childcare Team.

Chris Ward, Director of Education, opened the award ceremony with an inspiring speech, and introduced the entertainment which was provided by the winner of Sandwell SHAPE event, Issey E.

The winners of the awards were nominated by parents and carers. Councillor Simon Hackett, cabinet member for children’s services presented the awards.

The Winners on the evening were:

<table>
<thead>
<tr>
<th>Category</th>
<th>Winner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Childcare Practitioner</td>
<td>Donna Husselbee, Fairytales Day Nursery</td>
</tr>
<tr>
<td>Childcare Business Management</td>
<td>Mandy Thompson, Tiddlywinks Kiddy’s Nursery</td>
</tr>
<tr>
<td>Day Nursery</td>
<td>Wonderland Day Nursery</td>
</tr>
<tr>
<td>Early Years Volunteer</td>
<td>Jennifer Gaffney volunteer for Rowley and Tipton Children Centre Cluster.</td>
</tr>
<tr>
<td></td>
<td>David Upson, volunteer for Little Fish Toddler Group at Warley Baptist Church.</td>
</tr>
<tr>
<td>Out of School Club</td>
<td>Our Lady and St Hubert’s Out of School Club</td>
</tr>
<tr>
<td>Pre-school/Playgroup</td>
<td>Moorlands Little Learners Pre-school</td>
</tr>
<tr>
<td>Childminder</td>
<td>Claire Partridge</td>
</tr>
<tr>
<td>Parents as Partners in Early Learning</td>
<td>Lisa Brookes, Bookworms Daycare</td>
</tr>
<tr>
<td>Effort and Dedication</td>
<td>Rebecca Lowbridge, Victoria House Day Nursery</td>
</tr>
<tr>
<td>Dawn Richards Award</td>
<td>ABC Day Nursery</td>
</tr>
</tbody>
</table>
The Winners.

An award for an outstanding inspection from OFSTED went to Tinywoods Pre-School.

Tinywoods pre-school

Moorlands Little Learners

OurLady at St Huberts OOSC

David Upson aka Santa Dave & Jennifer Gaffney

Lisa Brookes

Claire Partridge

Rebecca Lowbridge

Alice Berry for Wonderland Nursery

Donna Husselbee

Mandy Thompson

Liz Smith

Winners Group photo 2018
Useful websites for information / resources / ideas:

Guide to the General Data Protection Regulation (GDPR)

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

NSPCC guide to keeping children safe online

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%
20Update&utm_source=Nursery%

Dates for your diary

January:
01 New Years Day
06 Epiphany (Christian)
07 Orthodox Christmas Day
14 Orthodox New Years Day
21 Tu B'Shevat (Jewish)
25 Burns night

February:
05 Chinese New Year
14 Valentines day

March:
01 St David's day
04 Maha Shivaratri (Hindu)
05 Shrove Tuesday (Christian)
06 Ash Wednesday (Christian)
17 St Patricks Day
20 March Equinox
21 Holi (Hindu)
21 Purim (Jewish)
31 Daylight saving– clock change
31 Mothers Day

Link to SCVO website for information regarding Woodward charitable trust who have funding to support charitable organisations with summer playschemes;

In every force, in every school, for every child

Sandwell MASH Team have been contacting Schools and Childcare providers as part of Operation Encompass since the start of Autumn Term 2018. Operation Encompass is a Police and Education early intervention safeguarding partnership that supports children and young people exposed to Domestic Abuse. It aims to ensure Schools and Childcare providers are notified of any Domestic Abuse incident where children are present or registered at the address. This early notification should mean that, in the majority of cases, schools and childcare providers are alerted in readiness for the children arriving the first working day following an incident.

An email was sent out on 7 December 2018 to all providers regarding this project along with FAQ sheet, poster and parents letter attached, please make sure that this is shared with all staff. You will need to ensure that your parents are given the Parent letter (please transfer the information on to your letter template) and any new parents are informed of Operation Encompass by updating the information on your websites, prospectus or including the attached letter as part of your admission paperwork.

If you have any questions please contact Sandwell Early Years and Childcare Team for further information and guidance. 0121 569 4960.
Congratulations!

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

- Tiddlywinks
- Bookworms, Brickhouse
- St Michaels
- Whitecrest Pre-school

Tiny Woods Pre-School achieved ‘Outstanding ‘ in their recent inspection.

Well done!!!!

Contacting the Team

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

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

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

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

- Fiona Tolladay
- Monique Brown

Well done!!!
Get involved and have fun in 2019

Winter at Sandwell Museums
Sandwell Museums have a whole host of fabulous fun activities going on throughout winter. To find out more follow the link below or give the museums a call:

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

Oak House Museum, West Bromwich: 0121 553 0759
Haden Hill House Museum, Cradley: 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

New DfE Guidance on home learning

Improving the home learning environment: DfE guidance
Department for Education (DfE) guidance for early years settings and experts, voluntary and community sector organisations and businesses
Focus on Quality Learning and Development

Boys are different from girls - fact. Whether we are happy about this or not we cannot and should not ignore the fact and must look at how we cater for the different needs of boys and girls.

Boys and girls are different, but we also treat them differently. Nature and nurture

Boys have a lack of impulse control which can lead to unwanted behavior and risk taking.

There are some critical gender differences in terms of development and behaviour.

Critical developmental differences include the different speeds at which boys and girls develop.

Fine motor, movement control, order and sequence, letters and words, verbal abilities and information processing generally develops in girls before boys.

Memory develops slower in boys, therefore repetition is the key to their learning.

Serotonin and oxytocin chemicals are not easily processed in boys making them impulsive and fidgety, therefore adult led sessions need to be physically and mentally active.

Boys tend to be more focused on one thing at a time and fully consumed, therefore give them the time and space for this.

Girls tend to develop expressive language, reading and understanding emotions, abstract thinking, and processing visual information before boys do, therefore have conversations.

Boys and girls are different ....
But not that different!
Bookworms Day Nursery, Rowley Regis supporting the local community

Bookworms carried out a number of fundraising events in 2018 to raise money for a defibrillator for use by the nursery and the local community. All events took place out of nursery hours and staff volunteered their time to help out. With the fantastic support of our parents we managed to raise a large amount towards it, with Bookworms covering the cost of the rest. The defibrillator has been registered and will be made available if needed in the local community.

Bookworms have recently started supporting a local girls football team ‘Rowley Wildcats’. “We have sponsored them allowing them to purchase new football kits with our sponsor printed on the back.”

A strong bond has been forged between the nursery and football team members and they have recently attended our Halloween party.

Bookworms Nursery staff, Kylie Rutland, Lisa Brookes, Heidi Lew and Caron Watkins attended the local cemetery on Remembrance Sunday. A child who attends nursery joined us to lay a remembrance wreath that all the children at nursery helped to make during that week.

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!
Engaging children with stories to support readiness for school

*Nursery World* published an article on their website on 14 November 2018 about research carried out by the *Unit for Child and Family Studies* at Goldsmiths University of London. The research assessed progress in the following areas:
- Communication and Language
- Social Emotional development
- Understanding the World
- Creativity
- Overall development

In order to do this settings utilised a ‘Tales Toolkit’ which consists of ‘child-led resources’ based on the use of symbols to represent:

- Story structure of
  - character
  - setting
  - problem
  - solution

The study found that by using the toolkit children’s skills and confidence in all the areas were significantly increased and boys engaged willingly with the activities. Settings using the toolkit saw the literacy gap between boys and girls decrease by 62%.

To find out more the full research report can be accessed via the link below:

Link to Goldsmiths University of London ‘Tales Toolkit’ report

http://talestoolkit.com/goldsmiths-report/

Info@talestoolkit.com
30 hours and foster carers

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

Eligibility Criteria

Children in foster care will be able to receive 30 Hours Funded Childcare the term after the child turns 3 if the following criteria are met:

- Accessing the extended hours is consistent with the child’s care plan, placing the child at the centre of the process and decision making,
- The foster carers must live in England

In single parent foster families:

- The foster carer must engage in paid work outside their role as a foster carer (no set minimum hours)
- The foster carer does not earn more than £100,000 a year

In two-parent foster families:

Both partners engage in paid work outside their role as a foster carer (no set minimum hours)

How to apply

The application must be made to Sandwell Metropolitan Borough Council who is the Corporate Parent of the child; if the corporate parent is another Local Authority you must contact them for an application form.

The child is eligible for 3 and 4-year-old funding the term after their 3rd birthday. 3 and 4 years olds can start in a 30 hours place from the September, January or April.

To find out more about this funding please contact the early years team, Project Lead Gurinder Rai on 0121 569 4960 or email family_information@sandwell.gov.uk

Early Years Portal

Provider Self update portal- for all funded providers

This will enable providers to log onto the system and update their own details as often as they like, as well as the following:

- Users can reset their own passwords without local authority intervention
- Intuitive, easy to use and mobile friendly
- Data is entered directly by providers and is validated on entry.
- Simple local authority data approval process
- Uses the same accounts as existing One Education Provider Portal solutions
- Supports local childcare sufficiency planning
- Supports the early years census statutory return
- Ensures the family information directory continues to provide the most up-to-date information to parents and carers.

You now have access to the availability and capacity tab which will support with the Census returns in January.

If you have any queries relating to the Early years portal please contact the Quality Early Years & Childcare Team or the Sandwell Metropolitan Borough Council.
• Please market and promote on all your publicity the importance of re-validating codes each term where applicable, i.e. 31 August, 31 March and 31 December
• Ensure you add all children to headcount (checking code does not add them to the headcount)
• Universal hours and extended hours need to both be completed if 30hrs funding is being claimed, if there is no option to enter hours in the extended hours column there is a problem with the code
• Children cannot start accessing their 30hrs while in the grace period
• ELT must be awarded by Sandwell, even if they live in another Local Authority.
• Birth certificates and utility bill must be checked, legal name to be entered not a shortened name or nickname.

Finally, from January 2019 our charging policy will apply for errors, for further information on this please check your provider agreement section 7 - business planning point 7.5 on page 11.

If you have any queries relating to the Early years portal please contact the admin team, who will be happy to help you on this, contact 0121 569 4960.

**Local provider agreement September 2018**

Just a reminder to those who have still not returned their signed copy of the above agreement.

We recently sent out the Local Provider Agreement which is for your information, regarding the terms and conditions for delivering all funded places for 2, 3 and 4 year olds in Sandwell.

This is a very important document as it outlines what you are expected to comply with regarding all funded places in line with the governments statutory requirements, as set out by the Department for Education.

As yet we still have several providers/schools that have not sent back their signed copies.

If we do not receive this back we will assume you no longer wish to offer funded places and will consider removing you from the list.

So please as a matter of urgency can you ensure you have sent your signed copy back to us.

Should you have any queries relating to this, please contact myself or a member of the team to discuss.

**Early Learning for Twos update**

ELT is still available to families who have a 2-year-old who meets the eligibility criteria for this funding and to find out more please visit: www.fis.sandwell.gov.uk/funding

We still need to encourage and work with families to apply and take up the offer in Sandwell. The number of children currently accessing a place is -1594 which is 76% based on the recent DWP list.

**Other funding available to parents if they qualify please check and encourage parents to apply:**

**Early Years Pupil Premium**

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

The funding can be used in a variety of ways including:

• Training including cover staff n Increasing adult ratios
• Specific intervention programmes such as small group activities
• High quality activities such as developing language
• Supporting additional needs or English as an Additional Language (EAL)
• Targeted resources n Summer schemes.

Please talk to your parents to find out if they are eligible for this and should you need any further information or support, please contact the early years team.
Training

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

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

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

Health and Safety Training Charges 2019– 2020

Key:

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

FDC = Full Day care group settings

<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>

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

2019 Training is now available on www.bookwhen.com/sandwellearlyyears

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

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

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

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

Course confirmation

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

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

Remember to check your emails for the 2018 Training Manual!

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

RSPB Birdwatch 26-28 January 2019

Access the link below to get your birdwatching pack:

https://www.rspb.org.uk/get-involved/activities/birdwatch/

Join in and support the royal society for the protection of birds (rspb) to continue to monitor our wild birds and see how they are doing.
Thank you to all of those who attended our network meeting on Wednesday 24 October 2018. 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>Tues 12 March 2019</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)

Farewell Linda!

On 19 December Sandwell Quality Early Years and Childcare Team bid a fond farewell to QTS Linda Baldwin. Linda starts her retirement after 30 years working in Sandwell, both as a teacher in schools and as a Children’s Centre Teacher supporting many children, families and settings.

Linda will be greatly missed.

We wish her well.
Sandwell Family Information Service (FIS) News

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 https://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.

Please ensure that you keep your details updated.
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:

https://fis.sandwell.gov.uk
<table>
<thead>
<tr>
<th>Service/Unit</th>
<th>Phone Numbers</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quality Early Years and Childcare Team</td>
<td>0121 569 4960/4970</td>
<td>Advice/support/guidance</td>
</tr>
<tr>
<td>Sandwell Family Information Service</td>
<td>0121 569 4914</td>
<td>Information on childcare and family services</td>
</tr>
<tr>
<td>OFSTED</td>
<td>0300 123 1231</td>
<td>Ofsted helpline</td>
</tr>
<tr>
<td>Inclusion Support Early Years and Child Development Centre</td>
<td>0121 569 2860</td>
<td>Advice/support/guidance for settings regarding children with SEN</td>
</tr>
<tr>
<td>Sandwell MASH Team</td>
<td>0121 569 3100</td>
<td>Reporting concerns about a child.</td>
</tr>
<tr>
<td>Prevent Duty reporting</td>
<td>020 7340 7264</td>
<td>Reporting Extremism or Radicalisation – Prevent Duty</td>
</tr>
<tr>
<td>Early Help Locality Co-ordinators.</td>
<td>Oldbury: 0121 569 7295</td>
<td></td>
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<tr>
<td></td>
<td>West Bromwich: 0121 569 7292</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rowley: 0121 569 7296</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Smethwick: 0121 569 7297</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tipton: 0121 569 7291</td>
<td></td>
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<tr>
<td></td>
<td>Wednesbury: 0121 569 7294</td>
<td></td>
</tr>
<tr>
<td>Local Authority Designated Officer (Uzma Bhatti)</td>
<td>0121 569 4770</td>
<td>Position of Trust (POT) allegations</td>
</tr>
<tr>
<td>Emergency Duty Team (eves/weekends/public holidays).</td>
<td>0121 569 3100</td>
<td>Out of hours reporting concerns about a child</td>
</tr>
<tr>
<td>Public Health England Health Protection Unit</td>
<td>0344253560</td>
<td>Guidance on infection control and reporting of notifiable diseases</td>
</tr>
<tr>
<td>Information Commissioners Office (ICO).</td>
<td>0303 123 1113</td>
<td>Upholds information rights, promotes openness by public bodies,&amp; data privacy for</td>
</tr>
</tbody>
</table>