

Childcare Business Support



Your pathway to success!

Welcome to our Winter newsletter.

We all hope you had a lovely Christmas and are looking forward to a busy term ahead.

Some sad news for this edition is that Donna is leaving us at the end of January. She has been an amazing asset to our team with new CSSIW registrations and we all wish her the best for the future as she concentrates on leading the provision at Priory School in Brecon.

The good news is that India will be working for two days per week with us from the 1st February and we are in the process of recruiting for a 16 hour post to support with new registrations with CSSIW following the conclusion of the Early Years Tender contract awards.

What's Inside:

Why are policies and procedures important?

Training and Workshop Feedback

Train and Gain Information

Tax-Free Childcare Update

DBS' Your Questions Answered

Tender Drop in Sessions

In our next edition!

- Apps and Programs.
- Family Information Services Update
- Your Questions Answered
- More Training And so much more!



Cymryd Rhan
Taking Part

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**For the most up to date
news**



Happy
New Year
from
The Team!

latest news

We are pleased to announce that the **Childcare Business Support Team (CBS)** have moved to work under our parent company, **Cymryd Rhan**.

Cymryd Rhan is a charity and we are looking to be able to use this charitable status to enhance the services that we can provide to childcare settings in Powys. We have some exciting plans over the next 12 months, including looking at applying for a Big Lottery Fund Grant to

support the development and expansion of childcare provision. If you have anything that you would like us to consider that could support yourselves then please just let us know.

APPROVED CACHE CENTRE - We are very pleased to announce that Cymryd Rhan has been approved as a CACHE Centre and we are able to offer QCF's Level 2, 3 and 5 in Childcare, Learning and Development.

SASS Part 2- This won't be coming out until after April 2017. If your setting has to review your Quality of Care report between now and then you still need to be doing this. If you need any help, please do call us or send us an email.

Setting Visits- If you would like one of us to visit your setting please do get in touch. This could be for completing a business health check, support relating to CSSIW National Minimum Standards, staffing issues, CSSIW registration or for many other reasons.

Admission Age Change- I'm sure all of you are aware now that the age that children can start school has now changed. As of September 2017 there will be only one in take into schools, and this is after the child's 4th birthday.

New National Minimum Wage- From 1st October National Minimum Wage increased. 16-17 year olds £4 per hour, 18- 20 year olds £5.55 per hour, 21- 24 year olds £6.95 per hour, and apprentices £3.40 per hour. All workers aged 25 and over are entitled to the National living wage since April which is £7.20 per hour.

Tea Time Training Feedback

We delivered our first Tea Time training event on Tuesday 29th November with 10 settings attending. We all had a great time 'Planning for the Future, making Christmas Crafts and learning what kind of paperwork needs to be place to be an efficient Childminder!

'Thought provoking'

'I thought this was brilliant and made me think about the future'

'Great fun and ideas'

'Feeling inspired!'

'Glad I came, interesting evening and fun craft, great to get new ideas'

'Fun, informal, informative'

'Very informative'

Is there a reason your setting cannot attend these events?

What's stopping you ?

Location?

Day?

Time?

Let's us know and we will look to make some changes to suit you!

**Childcare
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Dates for your diary 2017

CSSIW registration support workshops

Thursday 16th February

1.00pm– 5.00pm, Newtown

Friday 3rd March

1.00pm – 5.00pm, Builth Wells

Train and Gain with the CBS Team

Saturday 25th March

9.30am – 4.00pm, Builth Wells

Workshops include : -

- Planning for the future
- Get outside
- Basic accountancy
- Marketing
- Grants
- Strengths and weaknesses of your team

Why are policies and procedures important in your Setting?

All Settings have policies and procedures, but why do they?

Is it because CSSIW say that you need policies and procedures on safeguarding, welcoming children, healthy eating, risk assessments and lots, lots more, or is there other reasons?

Are you are saying the second?

Policies and procedures form the foundation of everything that you do within the Setting and are there to help all staff make informed decisions about their practice – if you are not sure what you should be doing, then refer to your policy – this will tell you what has been agreed in your Setting. Let's take the Sun Protection Policy for example, this covers CSSIW National Minimum Standards 22 and 24. A typical policy may include:-

- “We will be ensuring all staff are aware and provided with information on sun safety, which will be available in the setting.”

Do you do this? How are staff made aware of information on sun safety?

Hopefully you are answering this as reading, but if not, as a Manager or Staff Member, what are you going to do about it?

How about your mobile phone policy? It may say

- “Staff must ensure that their mobile telephones/devices are left in the kitchen on the top shelf during the opening hours of the setting. They may be switched on but on silent.”
- “Any visitors must switch off their mobile phones before entering the Setting”

Do all staff do this? Do you ask all visitors to switch off their phones? If not, why not?

How can you improve everyone's understanding of policies and procedures?

There are lots of different ways – here are a few ideas.

- Have policy discussions as a regular agenda item at staff meetings so that the whole team can look at whether the policy is working in practice.
- Do a practical exercise. For example, one team member may perform a practice such as preparing snack while another reads the procedure out loud. This can build an understanding of the link between what is written and practical implementation. It can also identify where inconsistencies exist between the policy and actual practice.
- Identify a ‘champion’ of policy who is enthusiastic about a practice or has the skills and knowledge to mentor peers. This may include providing them with training so that they can share their knowledge with others.
- Team new or inexperienced staff with experienced and skilled child care professionals who can monitor the formers’ understanding of policy and practice and role model appropriate practice.

Have you got ideas of what works in you Setting?

Please share them with us, so we can share the good practice with others.

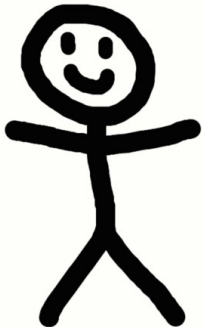
Feedback from Tender Training

We delivered 4 Early Years Tender Workshops in January to support voluntary and private Settings and potential new providers through the Early Years Tender and the E-Bravo Wales system.

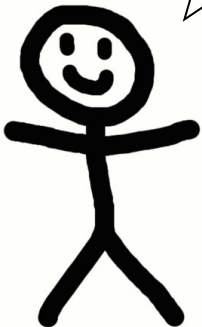
The feedback was very positive—thank you. If you need any further support then please let us know.



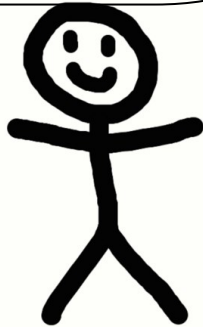
It was a fantastic session and very beneficial.



Much clearer idea of how to fill in the tender and the amount of work needed.



Now know whether tendering for Powys Provision is viable for my business.



Lots of useful information. I feel prepared to complete the tender.



Very patient and helpful



**KEEP
CALM
AND
Come to our
Drop In Session**

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Would you like further support with the tender application?

Could you not attend the workshops?

Then drop in to our informal sessions for tender support

Newtown – Venue TBC

Monday 23rd January

Drop in anytime between 9am and 1pm or book a time.

**To book please email
nia.wilson@cymryd-rhan.org**



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Tax-Free Childcare

Tax-Free Childcare is a new government scheme to help working parents with the cost of childcare.

Parents will be able to open an online account, which they can use to pay for childcare from a registered provider.

For every £8 a parent pays in, the government will pay in an extra £2. Parents can receive up to £2,000 per child, per year, towards their childcare costs, or £4,000 for disabled children.

The scheme will be available for children up to the age of 12, or 17 for children with disabilities.

To qualify, parents will have to be in work, and each expecting to earn at least £115 a week. Each parent must not have income over £100,000 per year.

You'll need to sign up to receive payments from parents

Throughout September and October 2016, letters were sent to regulated and approved childcare providers across the UK, asking you to sign up online for Tax-Free Childcare.

You can [sign up online now](#).

You must be a regulated or approved childcare provider to receive Tax-Free Childcare

Only childcare providers registered with a regulator can receive Tax-Free Childcare payments.

To register with a regulator can take up to 12 weeks. If you aren't, do so now, so that your customers can pay you using Tax-Free Childcare. For registration time-lines, please check the appropriate regulators website.

Parents will be able to see if you've signed up for Tax-Free Childcare

Once you've signed up, you'll appear on our new digital tool which lets parents search for childcare providers who can be paid using Tax-Free Childcare.

To find out more please see: <https://www.gov.uk/government/news/tax-free-childcare-top-things-childcare-providers-should-know>



DBS' your questions answered



Where can I get a DBS from?

DBS' can now be done through a number of organisations however we would suggest the easiest one would be through Powys County Council. The Powys County Council DBS team is based in the Gwalia, Llandrindod Wells. They offer a fast friendly service and can process forms for volunteer groups, local clubs and organisations.

I am a RI/ PIC / Childminder where do I get my DBS from?

If you are the Responsible Individual, Registered Person, Person in Charge or a Childminder then your DBS needs to be done through CSSIW. To get a form please call CSSIW on 0300 7900126. If you are a Childminder everyone who lives in your house over the age of 16 will also need a DBS through CSSIW.

Documents can be checked at certain post offices across the county. Please contact the post office to check which ones offer this service.

Is there anywhere I can get a free DBS from?

At present unless you need a DBS from CSSIW there is a charge for applying for a DBS. Below are the current Powys prices.

Current prices

<u>Checks</u>	<u>Cost</u>	<u>Admin Fee</u>	<u>Total</u>
Enhanced	£44.00	£10.00	£54.00
Standard	£26.00	£10.00	£36.00
Volunteers	FREE	£10.00	£10.00

What sort of DBS do I need?

To work with children you will need an enhanced DBS.

How often do I need to renew my DBS?

DBS need to be renewed every 3 years

Do you have any questions that you want answered and would like them published in our newsletter?

**Please send them in to
India.Morgan@cymryd-rhan.org**





From Care Council for Wales

Qualifications and continuing professional development are pivotal to the status and professionalisation of the early years and childcare sector in Wales. Substantive research has supported the view that there is clear linkage between quality childcare provision and key outcomes for children.

Qualifications Wales was established through the Qualifications Wales Act 2015 as the regulator of non-degree qualifications and the qualifications system in Wales. Qualifications Wales conducted a review on the effectiveness of the present qualifications and the qualification system in Wales for health and social care (including play and childcare) between September 2015 and March 2016. The review identified a number of strengths in the current system along with issues that needed to be addressed.

The Care Council are working closely with Qualifications Wales to develop a new suite of qualifications for the sector, which will be ready for delivery in September 2018.

In addition to this, Care Council considered it timely to review the *List of Accepted Qualifications for the Early Years and Childcare Workforce in Wales* to ensure that the List remains robust and reflective of current and future needs of children and their families in Wales.

The Care Council wishes to ensure that the newly developed qualifications (draft) and any changes to the List will be based on the views of stakeholders and therefore we welcome your feedback.

We are running a series of sector engagement events across Wales in January and would encourage you to get involved in this exciting process.

The events are targeted at those working within the early years and childcare sector and those working within further education.

If you would like to attend any of these events please see the link below:

<https://www.eventbrite.co.uk/d/uk/early-years-sector-engagement-event/?crt=regular&sort=best>

Useful Contact Details

Action for Children

[https://
www.actionforchildren.org.uk/](https://www.actionforchildren.org.uk/)

Family Information Service

www.tinyurl.com/walesfis
0300 123 7777

Gov.uk (replaces Directgov)

www.gov.uk

WCVA

www.wcva.org.uk
0800 0 197 391

Department for Work and Pensions

www.dwp.gov.uk

Care Council for Wales

www.ccwales.org.uk
0300 30 33 444

Information

Commissioner's Office (ICO)

www.ico.gov.uk
0303 123 1113 or 01625 545745

ACAS

www.acas.org.uk
08457 47 47 47

Charity Commission

[www.charity-
commission.gov.uk](http://www.charity-commission.gov.uk)
0845 300 0218

CSSIW

www.cssiw.org.uk
03007900126

