

Early Years Sub Group Meeting

Minutes

25th June 2019

Bolton Science & Technology Centre

Present:

Julie Edwards
Jasmine Sanders
Rob Dean
Anthony Slack
Kevan Hamer
Sue Pounds
Helen Shearer
Jack Hatch

Manager School Finance Unit
Private Provider
Primary Headteacher
Primary Governor
School Finance Unit
Nursery School Head Teacher
Start Well Professional Lead
Academy School Head Teacher

Apologies- Martin Rostron, Laura Wright

1. Minutes 24th April 2019

The minutes were agreed

2. EYFS – Groups and Service Structure

HS presented the group with mappings of the Start Well Service (interim structure) and the Governance arrangements for the Start Well Advisory Board (draft)

The structure illustrated the three direct strands of the Start Well Service, Quality & Outcomes, Training & Development and the Inclusion & SEND service, plus the integrated service of Communication & Language Development.

The draft Governance arrangements outlined that the three district areas of the Early Years Action Partnerships would be linked to an area, Health Strategy group, Parents Voice group and the School Readiness Cluster group. All of which had responsibilities to the Bolton Council Education and Learning Division.

Action – check providers have access to Early Years Sub Group minutes.

3. Early Years Professional Development Fund (PDF)

The Department for Education has awarded the tender to deliver early years training to the Education Development Trust in partnership with Elkkan, as part of the £20m Early Years Professional Development Fund.

From January they will train more than 3,000 early years practitioners across 53 local authorities in around 1,500 schools and PVI settings to support children's early language, literacy and numeracy skills, focusing on the most disadvantaged areas.

The original delivery timetable for the LA to develop partnerships, and identify Champions/action plans by July 19, with the commencement of training and support from Sept 19 will be delayed

4. Self-update Portal: data

As previously reported to the group, the rate of completion was low.
The group had requested data of returns received following the EY briefing sessions

The analysis confirmed that still only 53 of 153 (34.64%) Providers had completed the self-portal update currently.

KH – To create an automatic reminder to Providers which would reinforce the importance of completing the self-update portal for both Provider and LA.

5. Financial Administration issues – Child conflicts data

The group was provided with data which illustrated the amount of child conflicts reported to Providers, but which still existed on headcount returns.

The data resulted in 22 two-year-old child conflicts, and 80 three-year-old child conflicts. In addition, there are 46 child returns where the number of weeks claimed exceeded the dates of attendance. The conflicts involved 85 Providers, approx. 50% of total (excluding CM's).

The process of monthly reminders of the conflicts would continue to the Providers throughout the summer term

KH confident that the conflicts would be resolved however noted that this “mop-up” process takes considerable time

RD – requested that future portal messages have a requires action, or for information only indicator.

6. Take up and Sufficiency report: Summer 19

A report was circulated to the group prior to the meeting.

In conclusion the data reported a comparable high level of universal and extended hours take-up, but a reduced 2yo % take-up.

It was noted that although the (uptake) headcount data was reliable, due to the low self-update completion rate the vacancies/sufficiency figures had to be viewed with caution.

7. Two Year olds – actions to increase take-up

Processes to respond to the lower two-year uptake had been actioned. These involve moving away from the “door knocking” phase to providing Health Workers with the necessary information and tools to access parents for 2yo funding checks as part of their visits. A referral form would be submitted to the Start Well e-mail box to confirm eligible children

A 1st birthday party scheme was also being introduced where attending parents would be informed of the 2yo funding available. These events would help with cultural or socially excluded barriers that may exist.

8. Ofsted judgements – Implications for funded places

Of the two previous RI Providers, one had now received a revised judgement of GOOD.

One inadequate provider was still listed by Ofsted

A further one RI and one inadequate judgement was expected to be confirmed for the Autumn term.

Bolton's overall quality of EY provision (good or better Ofsted rated) was reported as being 96.97% of Providers, which is higher than both the GM and National averages.

9. Every child training offer – sector survey initial response

The Start Well Professional Development Service had produced preliminary results based on a short survey compiled from Providers attending the various training courses.

The information included a high positive course evaluation response by the attendees in the last 12 months together with an extensive list of encouraging feedback comments.

The Start Well Conference for 2020 "Ready to Learn - Starting Well in Early Years" had received a high provisional sign up from Providers wishing to attend.

The findings of the survey were based mainly from school returns.

10. AOB

Peter Rogers is no longer a member of the Group

The process to elect both, a new Private Provider member of the group, and the School Forum representative would now commence.

Date of next meeting

Monday 9th September 2019
BSTC 3.00pm

Future Agenda Item – Early Years Inclusion Fund report.