

Summer 2007

Early Birds Nursery In Crediton Has An “Outstanding” Ofsted Inspection

**“OUTSTANDING” for its quality of teaching and learning!
“OUTSTANDING” for its quality and standards of care!**

Early Birds Nursery in Crediton has just recently had an Ofsted inspection. Ofsted Inspector, Sara Bailey arrived at our Nursery on Tuesday, 6th March 2007. She readily produced her I.D., signed our visitors' book, had a friendly chat and explained that she was here to carry out an integrated inspection. She was introduced and made to feel very welcome by everyone. Then it was down to business! First and foremost Sara made us feel comfortable and at ease and all we had to do was what we do best - enjoy our children and make it just another natural day at the nursery!

The Ofsted Inspector said that “it was amazing for a child here. Every aspect of the daily operation of the setting is exemplary that Early Birds is a special, fun place where children relish their play and learn through rich, varied and meaningful experiences. A place where children greatly benefit from the staff's excellent interaction and inspiring ways, by their commitment, enthusiasm and harmonious teamwork, their

respect for each other and in the way they talk to the children”. Ofsted Inspector Sara Bailey said that our “children's self esteem must be way through the ceiling”! We think it is too.

So to all pre-schools and nurseries out there waiting for their Inspection do not fear! Be proactive, have fun and show how you meet the National standards and how you help your children to make good progress in their learning. Only you and your parents can do what you feel is right for your children.



Hazard Alert

Accident with Plaster of Paris which occurred in Art lesson which may also transfer across into other areas using Plaster of Paris.

In the incident a girl was mixing Plaster of Paris with water by hand, intending to make a plaster cast of her hand. The mix became very hot, the girl suffered serious burns and her hands had to be amputated. This follows a similar incident a few years earlier in which a pupil lost two fingers. The safety Data Sheet supplied with the product did warn

against making casts of the hand.

Although Plaster of Paris is used for setting bones, in such cases it is never put in direct contact with the skin and, in addition, it is used in relatively thin layer so the heat can dissipate. In bulk the temperature can reach 60°C or so.

Before using plaster of paris to make casts of the children's hands or feet, please check with the product manufacturer that it is safe to do so.

5X30 Project Creating an Activity Epidemic!

Have you heard of 5X30?

The 5X30 Project is an exciting local initiative to help people become “More Active, More Often”; aiming to benefit the health and well-being of our communities. The project has a team of five community activators covering Mid and West Devon that are on hand to provide free support and motivation towards getting active, as well as helping to establish new physical activities in your area.



The World Health Organisation recommends that you accumulate at least 30 minutes of (moderate intensity) physical activity at least 5 times a week... 5X30! It doesn't have to be sports; moderate physical activity is anything that raises your heart rate and makes you feel slightly out of breath (but still able to speak comfortably!), and can be anything from housework to horse riding!

The project can provide;

Information (Details of facilities, activities and contacts available to you in local community)

Advice (5X30 Community Activators are available with advice to ensure that you are aware of what is available)

Support (Available to provide motivation, training and initial support for individuals and groups) and Assistance (Funding and resources available to assist groups and individuals overcome barriers to getting involved in physical activity)

There's also a website www.5x30.org, and if you would like to get more involved (maybe you are part of a community group, are an activity provider or represent a village hall?) you can join the 5X30 Network, which gets local people together to discuss how they can work in partnership to create more physical activity opportunities.

Events are held in the evening throughout the Mid and West Devon areas. The next events will take place in TAVISTOCK on 15th May and CULLOMPTON on 5th June 2007.

A. The World Health Organisation recommends that you accumulate at least 30 minutes of (moderate intensity) physical activity at least 5 times a week.

5x30 is a “physical activity for health” partnership project, part funded by the Big Lottery Fund and Sport England. The 5x30 project team covers 118 parishes across Mid and West Devon. For more information regarding the project, its events, grants, support or information on activities available in your area you can log on to www.5x30.org to view our website.

For any other information on events, grants, support or information on activities available in your area, please contact Project Co-ordinator, Esther Richmond on 01884 234390 or email admin@5x30.org

The Playwork Principles

A consultation led by Play Wales took place in 2004/05 to update the Assumptions and Values of Playwork and replace them with a new set of Playwork Principles. The new Playwork Principles have now been given formal approval by The Playwork Education and Training Council and have received endorsement by the Skills Active Playwork Unit. These Principles are currently being used alongside the Assumptions and Values.

These Principles establish the professional and ethical framework for playwork and as such must be regarded as a whole. They describe what is unique about play and playwork, and provide the playwork perspective for working with children and young people. They are based on the recognition that children and young people's capacity for positive development will be enhanced if given access to the broadest range of environments and play opportunities.

- A. All children and young people need to play. The impulse to play is innate. Play is a biological, psychological and social necessity, and is fundamental to the healthy development and well-being of individuals and communities
- B. Play is a process that is freely chosen, personally directed and intrinsically motivated. That is, children and young people determine and control the content and intent of their play, by following their own instincts, ideas and interests, in their own way for their own reasons.
- C. The prime focus and essence of playwork is to support and facilitate the play process and this should inform the development of play policy, strategy, training and education.
- D. For playworkers, the play process takes precedence and playworkers act as advocates for play when engaging with adult led agendas.
- E. The role of the play worker is to support all children and young people in the creation of a space in which they can play.
- F. The playworkers response to children and young people playing is based on a sound up to date knowledge of the play process, and reflective practice.
- G. Playworkers recognise their own impact on the play space and also the impact of children and young people's play on the playworker.
- H. Playworkers choose an intervention style that enables children and young people to extend their play. All playworker intervention must balance risk with the developmental benefit and well-being of children.

The Early Years Foundation Stage - Update

What is the Early Years Foundation Stage?

From September 2008, the Early Years Foundation Stage (EYFS) will be a single quality framework of learning, development and welfare for children from birth to the end of the Foundation Stage.

It will provide an integrated approach to care and education, underpinned by a play based approach.

The EYFS will reflect continuity with the principles and approach of: 'Curriculum Guidance for the Foundation Stage', 'Birth to Three Matters' and 'National Standards for Under Eights Day Care and Childminding'. The overarching aim of the EYFS is to bring together all aspects relating to young children's development and achievement in relation to the five Every Child Matters outcomes: be healthy, stay safe, enjoy and achieve, make a positive contribution, achieve economic well-being.

When will the EYFS be implemented?

The EYFS will begin to be implemented in all registered early years settings and maintained and independent schools from September 2008.

What will the EYFS look like?

The final documents have been published and are available at www.teachernet.gov.uk/teachingandlearning/EYFS/ There will be an EYFS pack of resources containing:

- Statutory Framework for EYFS booklet
- Practice Guidance for EYFS
- A1 Poster
- 24 cards
- CD Rom

Will this mean more work?

Feedback from the consultation highlighted the positive response that there will now be just one framework which relates to all aspects of children's learning, development and welfare from 0-5 years. Those who are familiar with the existing frameworks will find that the principles and approach remain largely the same.

What about training and support?

There are National Strategy briefing sessions for headteachers in Spring 07 and there will be EYFS briefing sessions for managers of settings in Summer 07. The Early Years Adviser team will be offering training sessions to staff from settings and schools across Devon from the Autumn 07. We will give briefing sessions on the structure of the EYFS and all training courses will relate to the framework from Autumn 07 onwards.

How will we get the EYFS?

The EYFS framework boxes will be delivered to central points in Local Authorities. We will then organise distribution to settings, schools and childminders. This will be during the summer term 07.

Managing The Paper Mountain

Document Type	Required Retention Period
Purchase Invoices and supplier documentation	
Payments cash book	6 years
Purchase ledger	6 years
Invoice – revenue	6 years
Invoice – capital item	10 years
Successful quotations for capital expenditure	Indefinitely
Petty cash receipts	7 years
Income/Monies received	
Bank paying-in counterfoils	6 years
Bank statements	6 years
Receipts cash book	10 years
Sales ledger	10 years
Remittance advice	6 years
Bank reconciliations	6 years
Deeds of covenant	12 years
Correspondence re: donations	3 years
Other Documents	
Investment certificates	Indefinitely
Fixed assets register	Indefinitely
Agreements:	
With suppliers	Under seal - 12 years after expiry date
Leases	
Rental and HP	
Licensing agreements	Other - 6 years after expiry date
Indemnities and guarantees	
Loan agreements	
Other contracts and agreements.	

(This information is taken from an edition of Charity Commission News)

Redundancy pay and compensation

From 1 February 2007 'weeks pay', for calculating redundancy pay and some other entitlements, increases from £290 to £310. The maximum compensatory award for unfair dismissal is up from £58,400 to £60,600.

Work and Families Act 2006

From 1 April 2007, the Work and Families Act 2006 will extend the maximum period of statutory maternity and adoption pay and leave, whilst also extending the right to request flexible working to carers of adults.

Age Discrimination Legislation

From 1st October 2006, the introduction of the Employment Equality (Age) regulations means it is unlawful to discriminate against employees by reason of age – young or old. The new legislation is being seen as the biggest development in employment law for some decades – it means that employers need to review employment practices and make any necessary changes to guard against potential claims of unfair dismissal, discrimination, harassment or victimisation.

Here is a quick starter guide: -

When Recruiting

Do	Don't
Remove age limits from job adverts. Avoid discriminatory language such as 'dynamic young candidate'. Consider where you're advertising – try to attract a wide audience.	Give candidates date of birth to the interviewers – use a separate and confidential form if you want to know the age of candidates for monitoring purposes.
	Specify a minimum length of experience, such as 5 years – this may disadvantage younger applicants

When Selecting

Do	Don't
Focus on skills, not on stereotypes – not all play workers are young!	Make assumptions about the capability or medical fitness of someone based on their age or perceived age.
Use people of different ages on the interview panel, if possible	

When Training Staff

Do	Don't
Make sure training is open to all	Ignore an older worker thinking they may not be interested in career development

If promoting a member of staff

Do
Promote on the basis of performance that you can measure rather than on age or length of service

If having to make someone redundant

Don't
Use age as a criterion.

If retiring someone

Do	Don't
Introduce and circulate a retirement policy to ensure staff understand their rights!	Force someone to retire below 65 unless you can justify your action – staff can now ask to work beyond normal retirement age and employers have to consider their request
Make sure you notify the member of staff within the new notification requirements	

A final point...

This new legislation does not apply to the National Minimum Wage which is set at lower levels for staff aged 16-21 – but it may be only a matter of time before this is challenged.

For more information contact ACAS on 08457 474747 Web: www.acas.org.uk

Early Support Family pack

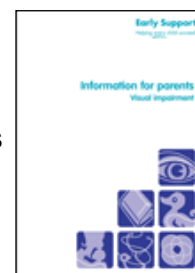
The Early Support Family pack is for families with young children with additional support needs associated with disability. Print copies are available free of charge to parents or carers with a baby or toddler.



Families are normally introduced to the pack by someone who is already working with them. Please be aware that the pack is not normally read in isolation - families get the best out of it when it is explained by someone they know and trust and when used over a period of time. The pack is designed to facilitate effective partnership working with parents and carers.

Early Support Information booklets

These publications complement the Early Support Family pack. This series of booklets gives families basic information about particular conditions or disabilities that are relevant for their child. They pass on information and suggest ways forward. Readers are also signposted to other useful sources of information and support – publications, organisations, helplines, support groups and websites.



Each booklet was developed in consultation with families who have 'been there before' and the content

reflects what they say it is useful to know in the first couple of years of a child's life on topics such as autistic spectrum disorders, cerebral palsy, deafness, Down's syndrome, if your child has a rare condition, learning disabilities, multi-sensory impairment, speech and language difficulties, visual impairment and when your child has no diagnosis.

New editions of other Information for parents booklets and other materials are being issued in Spring 2007. For more information visit www.earlysupport.org.uk

News from Pre-School Learning Alliance

Congratulations To Lapford and District Pre-school and The Duchy Pre-school

These Pre-schools recently received their plaques to display that they are now accredited groups.

Leigh Sutton the Manager from Lapford Pre-school was asked to say a few words at the presentation about the Quality Assurance process and what it means to the group.



We have been continuing our support to groups by helping them to look at their budgets, sadly many groups have had to make changes to help make them viable. But now that they are so much better at putting together a minimum of three terms predictions it is giving them time to make adjustments or perhaps to apply for grants. Please make sure when calculating your budgets you allow for the increase to the minimum wage. If you foresee any problems don't hesitate to get in touch.

Some of you have had Ofsted inspections recently please let us know as soon as Ofsted visit you in case there is something we can help you with.

Please remember to get all visitors to sign in / out in your visitors books and check ID if you don't know them!

Congratulations. To an Outstanding Nursery - Early Birds Nursery - Crediton

During our visits this term, many of you have given us feedback on various issues at the forefront of Early Years, most especially the Transformation Fund and EYPS. We, of course, pass these comments on. Please can we urge you to ensure that you also respond to consultations on subjects you feel really strongly about. It is really through responding to Consultations that your opinions are taken into account before things are put in place. There is an

interesting article in the March Under 5 magazine about how important it is to reply to questionnaires / surveys.

Don't forget any topical issues will be discussed at our National AGM in London June 29th.

Start planning your representatives' trip to London now. We may be able to help with funding some of the travel costs. If you don't want to travel on your own please let us know and we will put you in touch with others going from your area. If you really can't find someone to attend, watch out for information on how to send postal votes. You should have received your first set of papers during January. Watch out for more information in April's Under 5 magazine.

We know you sometimes find it difficult to get people to represent your setting at meetings or information sessions. It is really important that you try to get someone to the Ofsted update sessions.

It was brought to our attention that we as an organisation hadn't put on any support meetings for a while - this really has come about as several other meetings have started and we appreciate you can't get to everything. However representatives from Rainbow Pre-school at Merton and Abbotsham & Alwington Pre-school attended a County meeting and found it very useful to chat to each other about their positions on their pre-school committee. A few weeks later Rainbow kindly hosted an evening for us just for committee members. Judging by the evaluation sheets that everyone kindly filled in for us it was a great success and all said they would like us to do it again on a regular basis. As many settings have their AGM in the Autumn term we are thinking about possibly organising more then. If you have any ideas on committee related subjects that you would like us to discuss please let us know. Although I think the part of the evening that was particularly helpful for them was to sit in groups of Chairs, Treasurers, Secretaries and other important positions to chat about how they approach similar issues in their groups. Sadly we were so engrossed in what we were doing I forgot to take any photos for this article!

Managing a Charitably Constituted Setting

This publication will assist Alliance member settings running to the Pre-school Learning Alliance Model Pre-school Constitution 2005, as well as other versions of the Alliance's constitution and aims to increase understanding and provide practical information on how to be an effective trustee (committee member). Areas looked at in detail include charity registration, responsibilities of the committee, roles of committee members as well as committee activities. Guidance notes to the 2005 constitution provide an explanation of various clauses, which will prove



extremely useful.

We also have a new publication "Employment in early years settings" this takes you through the process of recruitment, staff management and development. There are a range of useful template letters and forms included. To enable you to keep up to date with changes, updates will be available from our website. Both of these will be useful to the committee.

Order now at www.pre-school.org.uk/shop or contact the Pre-school Learning Alliance Mailing House on 0870 603 0062 or pre-school.mh@plas-tek.co.uk

As always if you need any help contact your local Pre-school Development workers Pat on 01647 24828 and Kirsten on: 01884 820637. Or visit our web site www.pre-school.org.uk

Update from Helen Stephenson – Out of School Development Worker

TRAINING TRAINING TRAINING

Hi everyone,

As you can see from the heading I am going to talk about training this term. I am aware that some of you want to know what training is available which is specific to Out of School clubs. There are various relevant training courses available, some compulsory others for fun and to help you improve your practice.

I recently attended the Child Protection Course which is delivered by Multi Agency Teams. This is an excellent two day course for Supervisors and Managers. The course covers basic knowledge and understanding of child abuse issues, the signs of child abuse, how to respond and action to take, the role of other agencies and the importance of sharing information. I would strongly recommend that if you haven't done any child protection training before or are in a supervisory role, this course is for you. Please contact Jolene Roberts at Kingfisher House in Exeter for course details.

For other staff we also provide the Child Protection Awareness courses and again contact Kingfisher House for details about this course.

The Ofsted update sessions are very important for settings to attend. We have found that Out of School clubs and Holiday clubs are not attending these sessions and with the constant changes to Ofsted requirements, it is very important that managers, supervisors, committee members attend these meetings to keep up to date with the changes.

Barnstaple	5th June	10-12pm
Tiverton	20th June	1-3pm
Bideford	19th June	1-3pm

Other courses which are available for play workers are:

Active Club	Barnstaple	11th June
Everyone can Play	Exeter	18th June and 25th June
Give us a game	Exeter	7th June
Know your policies	Barnstaple	30th May
Peer on peer observation	Exeter	12th June

The above courses are being delivered by Playlines. You can contact Elly Wilmott at Great Moor House, Exeter on 01392 382031 or e-mail elly.wilmott@devon.gov.uk

Devon Play are providing a course called 'Playing for Real'. This course is a practical hands on consultation process for developing and designing outdoor play areas and other play provision. Details of this course can be obtained from Devon Play at Helen.miller@devonplay.co.uk tel: 01392 383221.

Don't forget to consult your training manuals for NVQ courses and any other courses which you would like to do.

There are two Transitional Awards which Level 3 practitioners can take:

Level 3 Award in transferring from Playwork to CCLD (Children's Care Learning and Development - the new EY qualification)

Level 3 Award in transferring from CCLD to Playwork

These enable skilled and qualified workers to obtain relevant qualifications without having to do a whole new two year course. More details will be in the new training directory, but Playlines is one of the providers listed to offer this qualification.

Training is important not only for staff development but Ofsted expect it.

Please note during this next term I will be popping in to carry out the Quality Checks for your setting. This is nothing as formal as Ofsted but it could highlight the strengths and weaknesses within your setting.

CAMHS Training

Free Training on Child and Adolescent Mental Health and Emotional Well-being!

Our two day foundation programme will provide you with an introduction to the mental health, social and emotional needs of children and young people. It will look at ways you can promote positive mental health within your work role as well as demystifying mental health difficulties.

DATES 23rd– 24th May 2007

15th-16th October 2007

VENUE The Maltings, Newton Abbot

If you would like more information about this programme or the range of other programmes we offer, please ring the CAMHS Training Office on 01803 861828 / 861940 or visit our website at: www.camhs.nhs.uk

OUT Training Summer 07

Free training sessions on essential Ofsted information (for childminders, crèches, nurseries, out of school clubs, pre-schools)

Course content includes:

- Essential toolkit for day care providers
- Ofsted childcare register
- Childcare sufficiency assessment
- Childcare referral service

Bookings are necessary. Places are limited to two people per setting and can be arranged by calling Lindi or Sarah, Devon Early Years Inspection Support Team on 01392 385 536

Exeter Monday 4 June 2007, 10 am – 12 noon

Exeter Thursday 7 June 2007, 7 – 9 pm

Tiverton Wednesday 20 June 2007, 1 – 3 pm

Honiton Wednesday 13 June 2007, 6.30 – 8.30 pm

Cluster Group Meetings:

Culm Valley - Monday 11th June 4pm-6pm,
at Willowbank Primary School, Cullompton

Tiverton - Thurs 14th June 6.30-8.30,
at The Woodside Centre, Tiverton

Another great chance to meet with colleagues from other Early Years Settings. The focus will be 'Learning'.

Child Protection Training

There will be the 2 Day Course for Managers/ Supervisors and this will be run by The Local Safeguarding Board. Sessions will continue to be held for other workers and will be run by the Education Welfare Service. The contacts for these are as follows:

The 2 day Child Protection for Leaders and Managers only:

Anita Davidson , Child Protection Training Co-ordinator, Learning and Development , Room A229, The Annexe, County Hall, Topsham Road, Exeter EX2 4QR

Tel 01392 383366

email anita.davidson@devon.gov.uk

For the 2 Hour awareness training:

Helen Ayling , Redworth House , Ashburton Road, Totnes

TQ9 5JZ

Tel 01392 386810

email helen.ayling@devon.gov.uk

Funding News

Landkelly Foundation - Summer Playschemes - will fund playschemes working with children aged 5 - 13 years for a period of 4-6 weeks during the summer. Will consider favourably applications from those in disadvantaged areas or working with children with disabilities. Must be a registered charity. Details from: www.landkellychase.org.uk applications to be in by 11.05.07

Yapp Charitable Trust - will fund running costs, salaries for charities working with children 5 -25 years. Details from - www.yappcharitabletrust.org.uk

Free Guide to Good Fundraising – The Institute of Fundraising has launched The Good Fundraising Guide, an introduction to fundraising for charities and fundraisers. This can be downloaded at: - www.institute-of-fundraising.org.uk.

Funding Bricks is a FREE weekly e-bulletin containing up-to-the-minute funding information. Bricks are compiled by Mid Devon District Council and are loosely based on Matt Weston's Business Bricks (www.businessbricks.co.uk).

Please pass information on to others on your e-mail list who may be interested in receiving Funding Bricks or visit the Grants and Funding pages at www.middevon.gov.uk (click on Community and Leisure on the home page, then Grants and Funding)

To subscribe to Funding Bricks send a return e-mail with the words 'subscribe - Bricks' in the subject field.

**** DON'T FORGET **** Mid Devon District Council has recently added 'GRANT NET' to the Grants and Funding pages on its website www.middevon.gov.uk. GRANT NET provides free access to Grantfinder's comprehensive database of U.K and European grants programmes, and allows users to conduct their own searches for funding sources.

Inclusive Funding Grant

The aim of this funding is to provide childcare for working parents and carers and could be used to provide or develop wraparound sessions to existing respite care. Grants can be allocated up to a maximum of £2000 per setting per annum. This funding will be allocated to increase staffing ratios to promote the inclusion of groups of disabled children in out of school settings offering childcare, minimum ratio one member of staff to support two children.

For more information contact: Liz Carroll, Inclusive Play Co-ordinator, Kingfisher House, Western Way, Exeter, EX1 2DE Tel: 01392 386557, e-mail: liz.carroll@devon.gov.uk

Fundraising opportunities for 4Children members

4Children is seeking to gauge support for a fantastic fundraising opportunity for members.

4Children will manage a raffle and the associated costs. All you have to do is sell tickets and your childcare setting will receive half the proceeds.

Sell 40 books at £10 per book and your club will receive £200! If your childcare setting sells the most tickets, it will receive £1,000. The childcare setting that sells the winning ticket, will also receive £1,000!

4Children will work closely with you and will provide the necessary support to help make fundraising for your club work.

If 4Children can make this fundraising initiative a success together, they would seek to run these raffles 2 - 3 times a year to provide a steady stream of funding for your childcare setting.

Register your interest by calling 020 7522 6954 or email . 4Children@ma001.com For more information on becoming a member of 4Children please contact: 020 7512 2100



Contact Details

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For a free copy of the 'Marketing Guide' please contact Neil Copland on 01392 386558.

Changes to Statutory Minimum Annual Leave

The government has announced that the statutory minimum annual leave entitlement for all workers and employees is to rise from the current 20 days (4 weeks) up to a new 28 days entitlement. The increase will happen in 2 stages, 4 extra days from October 2007, with a further 4 days from October 2008.

This change provides all employees with 4 weeks holiday plus 8 extra days to compensate for situations where the employer previously may not have given paid time off for Bank Holidays.

A further change that is expected (when the legislation is finally published in June 2007) is that this increase will also apply to all part-time employees (pro rata) whatever days of the week they work.

This Newsletter is produced by Devon County Council, Early Years and Childcare Service, Mid Devon District. The views expressed in this Newsletter are not necessarily those of Devon County Council. Got any news? Please contact Debbie Shepherd on 01884 252706 or e-mail deborah.shepherd@devon.gov.uk Early Years and Childcare, Wilcombe Primary School, Tiverton EX16 6AL

This Newsletter can be requested in other formats, including Braille, audio tape, large print, symbols and other languages, please contact us on 0800 056 36 66 for further information.