

To: All Managers/Supervisors

Dear Manager/Supervisor

**SUPPORT FOR PRACTITIONERS
 OBSERVATION, ASSESSMENT AND RECORD KEEPING**

Following the success and popularity of the visits to Lincolnshire nominated settings to support the development and implementation of observation, assessment and record keeping (ARK) further visits are available this term. The purpose of the visits are to enable key practitioners from your setting to visit nominated settings to discuss and consider their approach to observation, assessment and record keeping and for you to consider and reflect with the setting on their journey so far.

The times and dates when these settings can be visited during the summer term are listed below.

Setting	Setting Contact	Date of Visits	Contact Number
Beginnings Daycare Park Springs Road Gainsborough DN21 1NY	Carol Merriman	2 nd June 9.30a.m- 11.30a.m	01427 679806
		2 nd June 1.30p.m- 3.30p.m	
Heckington Pre-school Heckington C of E Primary School Howell Road Heckington Sleaford NG34 9RX	Karen Barry	9 th June 9.10 a.m. – 11.30 a.m.	01529 469567
		23 rd June 9.10 a.m. – 11.30 a.m.	
		7 th July 9.10 a.m. – 11.30 a.m.	
Wragby Pre-school The Portacabin Silver Street Wragby Lincoln LN8 5PJ	Julie Swift	13 th May p.m.	01673 858594
		19 th May a.m.	
		3 rd June p.m.	
		9 th June a.m.	
The Village Kindergarten Church Walk Brant Broughton Lincoln LN5	Jo Wilson	20 th May 9.30 a.m. - 12.00p.m	01400 272678
		27 th May 9.30 a.m.- 12.00p.m	

Sleaford New Life Pre-school New Life Centre Mareham Lane Sleaford NG34 7JP North Kesteven	Diane Maltby	12 th May a.m.	01529 413247
		20 th May a.m.	
		2 nd June a.m.	
		9 th June a.m.	
Long Bennington Pre-school St James Hall Main Street Long Bennington Newark NG23 5DJ	Julie Knapton Butler	13 th May a.m.	07816537242
		21 st May p.m.	
		9 th June p.m.	
		26 th June a.m.	
See-Saw Day Nursery Boston West Business Park Sleaford Road Boston PE21 8EG	Sarah Whelan	17 th June a.m.	01205 359516
		17 th June p.m.	
		24 th June a.m.	
		24 th June p.m.	
Hawthorn Tree Community Children's Centre Toot Lane Boston PE21 0PT	Melanie White	18 th June a.m.	01205 362255
		25 th June a.m.	
Busy Bees Day Nursery 21/23 Portland Street Lincoln	Sara Atkin	26 th May a.m.	01522 575640
		3 rd June a.m.	
		9 th June p.m.	
		10 th June p.m.	
Acorn Pre-school The Portacabin Whaplode Church Of England Primary School, Mill Lane, Whaplode, PE12 6 TS	Jackie Berrie	12 th May a.m.	01406 373400
		10 th June p.m.	
		16 th June a.m.	
		24 th June p.m.	
Little Learners Nursery and Early Years School The Old Manse 14 Lumley Avenue Skegness PE25 2AP	Marie Walker	1 st June 10.30 a.m.	01754 765158
		1 st June p.m. 1.30 p.m.	
		2 nd June 10.30 a.m.	
		2 nd June 1.30 p.m.	
ABC Day Nursery Barholme Road Tallington Stamford PE9 4RJ	Rachel Burrows	12 th May p.m.	01778 343111
		22 nd May a.m.	
		22 nd May p.m.	
Sunshine Children's Centre High Street Burgh-le-Marsh PE24 5JS	Lisa Broomfield	22 nd June 10.00 a.m. -11.30 a.m.	01754 811878
		24 th June 1.30 p.m.- 3.00p.m	

		29 th June 10.00 a.m. -11.30 a.m.	
		1 st July 1.30 p.m.- 3.00p.m	
Glebe Farm Nursery School Heighington Road Canwick, Lincoln LN4 2RJ	Sarah Owen- Jones	20 th May p.m.	01522 575055
		17 th June a.m.	
		24 th June a.m.	
Ladybirds Pre-school St Bartholomew's C of E Primary School Leaveslake Drove West Pinchbeck Spalding PE11 3QT	Di Sawyer	30 th June 10.00 a.m.	07944 289030
		2 nd July 10. 00 a.m.	
		7 th July 10.00 a.m.	
		9 th July 10.00 a.m.	
Branston Community Day Nursery Station Road Branston LN41LH	Nicola Pratt	12 th May	01522 880420
		19 th May	
		9 th June	
		16 th June	

Please contact the setting directly to organise a visit. There will be a maximum of four practitioners able to attend each session at the setting and allocation will be on a first come first served basis. No more than two practitioners from the same setting can visit at the same time.

We would once again like to take this opportunity to thank the nominated settings for their support and commitment to the development of observation, assessment and record keeping in Lincolnshire.

If you require further information regarding the visits please contact Claire Logan, Lead Adviser, Birth to Five Service 01522 587570.

Yours sincerely

Stephanie Douglas.

Stephanie Douglas
Head of Service,
Birth to Five Service