



# BirthtoFiveService

## Autumn 2008

**Welcome** to the Autumn term edition of the Birth to Five Service newsletter. We hope you had a good start to the new term, filled with energy and enthusiasm, despite the rather damp autumn weather. In September, we launched the Birth to Five Service website and so far have had very pleasing feedback. We hope you are finding it useful to support the development of the EYFS in your setting and we are extending the website further on a regular basis so look out for new information. We have had great fun deciding on our favourite Christmas books to add to this section of the site. Please let us know if there is anything you would like to see included on the site. We are always looking for contributions from settings so if you have some good practice you'd like to share please get in touch...

In October, we were delighted to welcome several members of the Children's Links Development Officers to the Birth to Five Service team. They will be changing the focus of their work and will be supporting settings with the EYFS Welfare Requirements. Their first job with the Service has been to undertake an Audit of the Welfare Requirements with every setting. Findings from the audit will be used to inform training, funding and also the level of support each setting will need over the next year.

In November, we are inviting all managers and owners to a briefing session. A focus of the briefings will be an update on the new Early Years Education Entitlement (EYEE) contract which settings will be required to complete on an annual basis. There will also be further information on the Early Years Capital Grant and other new initiatives, such as SEAD. We look forward to seeing you at these briefings.

December and the festive season will soon be with us, so we wish you all a very happy Christmas and New Year from all at the Birth to Five Service.

*Stephaine Douglas.*

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### Watch this space!

EYFS  
Conference  
Now being  
planned for the  
Summer Term

### The Birth to Five Service Website

[www.birthtofive.org.uk](http://www.birthtofive.org.uk)

The Lincolnshire Birth to Five Service Team is pleased to announce the launch of a new website. This was developed in order to support Lincolnshire Practitioners with the implementation of the Early Years Foundation Stage Framework, to offer guidance, highlight training opportunities and to share effective practice across Lincolnshire. This site is regularly updated so please ensure that you bookmark the page and add it to your favourites. The 'What's New Section' comprises recent additions to the site so ensure that you visit this on a regular basis to keep up-to-date. Over time, additional sections will be added to this website. If you have any ideas for future development, please contact the Birth to Five Service Team at [birthtofive@lincolnshire.gov.uk](mailto:birthtofive@lincolnshire.gov.uk). We would welcome your feedback.



Managed Service on behalf of



Birth to Five Service, The Old School, Lamb Gardens, St Giles, Lincoln. LN2 4EG 01522 587570  
Telephone Contact Times; Mon-Thurs:8:30am—5pm & Friday 08:30am—4:45pm.

An answer machine is in use for calls outside Office hours



## Early Years Capital Grant

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This new grant is to be used 'to improve the quality of the learning environment in early years settings to support the delivery of the EYFS, with a particular emphasis on improving play and physical activities; and ICT resources'. (DCSF 2008)

Eligible expenditure includes;

- Equipment to ensure that practitioners can effectively observe, capture and analyse children's progress
- Provision of stimulating and accessible outdoor play spaces and equipment to improve the quality of age appropriate outdoor play
- Development/improvement of indoor environments to support age appropriate play activities to support the implementation of the EYFS
- Replenish and replace additional learning and development materials and resources to support the EYFS

All early years providers in Lincolnshire will receive a comprehensive ICT package to support the first of these requirements. This will include a computer, a laptop, a printer, a digital camera, and software as a minimum. More information will follow on this package later this term.

Funding for outdoor areas and resources will be allocated through the Welfare Audit currently being undertaken, and following discussions with Early Years Advisory Teachers.

**If you have plans for any of these areas, please make sure you make advisers aware of them during the Audit or contact your EYAT. Further information relating to allocations will be available later this term.**

## National Literacy Trust

Last month the National Literacy Trust announced a new initiative, Early Reading Connects, backed by the DCSF funding and targeting all early years practitioners. Resources include a website and a family involvement toolkit. Early Reading Connects brings together resources and ideas from a wide range of early years organisations and settings to help practitioners:

- encourage a love of language, stories and reading among babies, toddlers and young people
- engage and involve the children's families in this process
- share good practice and resources and build confidence in supporting the children and their families.

For more details visit [www.earlyreadingconnects.org.uk](http://www.earlyreadingconnects.org.uk)

## Development Officers

The Birth to Five Service welcomes a team of new staff, formerly childcare development officers who will support existing colleagues from the service, and work with providers to improve quality and outcomes for children.

The new team will focus on the welfare requirements of the Early Years Foundation Stage and provide settings with an understanding of the legal requirements set out in the EYFS to ensure providers create environments which are welcoming, safe and stimulating, and where children are able to enjoy learning through play, to grow in confidence and to fulfil their potential.

We would like to say thank you to you all for finding the time to talk to us and making us welcome during the welfare audit. The team have found the audit extremely useful, some of the key areas that have emerged include:

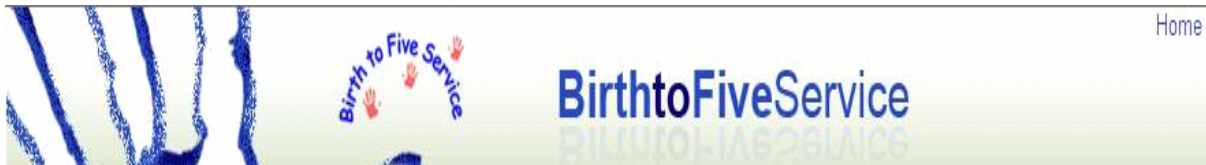
- Roles and responsibilities of voluntary management committees and succession management.
- Policies and procedures
- Health and Safety

Further information on the results of the audit will be available in the New Year, but in the meantime if you need support from the development team, please call the Birth to Five Service on 01522 587578

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## Assessment and Record Keeping (ARK) Working Party

Following the Early Years Foundation Stage (EYFS) training for Lead Practitioners, the Birth to Five Service is committed to offering further support to early years settings with observation, assessment and record keeping. We are offering the opportunity for key practitioners from your setting to visit nominated settings in the county 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. Visits will be available in the Autumn, Spring and Summer terms. A letter will be sent to settings each term detailing the nominated settings and visit dates. If you require a copy of the letter sent this term it can be found on the Birth to Five Service website [www.birthtofive.org.uk](http://www.birthtofive.org.uk).

Feedback from autumn term visits:

Host settings Wragby Pre-school, Heckington Pre-school and Swan Street Pre-school report a very positive response with more requests to visit than could be accommodated through the original number of days offered. Visitors expressed their gratitude and thanks to host settings. They liked the informality of being at a setting rather than being on a course, of being able to look round other settings and of being able to share, ask questions and discuss ideas in small groups. This was found to be a reassuring experience.

## Birth to Five Training Course with spaces

(There will still be spaces on courses run by other providers too - please check on the website for availability.)

**Introduction to the EYFS** - Skegness - Fri 16th Jan 09

**Child Development in the EYFS** - Louth - Tues 3rd March 09

**Communicating Matters Module 1** - Lincoln Mon 12th Jan 09 and Mon 26th Jan 09 / Spalding Tues 3rd Feb 09 and Tues 24th Feb 09

**Developing Inclusive Provision** - Grantham Thurs 8th Jan 09

**Putting the Fun into Listening** - Grantham Thurs 5th Feb 09

**Supporting Boys' Achievements in the EYFS** - Boston Fri Jan 09 / Stamford Mon 26th Jan 09

**Bringing Language to Life** - Grantham Weds 14th Jan 09 / Gainsborough Mon 19th Jan 09

**Developing Effective Outdoor Provision** - Gainsborough Thurs 23rd Jan 09 / Market Deeping Tues 27th Jan 09 / Boston Tues 3rd Feb 09

**Developing SENCO Skills** - Louth Weds 7th Jan 09 / Bourne Fri 13th Feb 09

**SEN Awareness** - Louth Mon 2nd Feb 09 / Gainsborough Tues 10th Feb 09

**Supporting Children EAL** - Stamford Thurs 12th Feb 09 / Louth Fri 13th Feb 09

## Training News

Making the most of your 'Training Passport'

There are enough 'passports' for every member of staff. *If you don't have sufficient for your team then please give the office a call to request additional copies.*

The 'passport' is the property of the member of staff – **not the setting!**

The first page gives you the space to log your qualification journey – your very own pathway to progression, "every qualification you achieve another door will open."

When a short course is attended the passport should be taken along to be completed by the delegate & the trainer – the impact on practice is the measurable outcome, how has the course made a difference? What is the first thing you will return and implement?

Continued professional development (CPD) is essential. This booklet will give each staff member a log which records impact on practice. This is a really effective method of being a self-reflective practitioner.

On return to the setting, at the next staff team meeting, course information should be shared with colleagues – handouts, ideas of improvement etc. The Manager will then countersign the 'passport' to evidence that information has been understood and cascaded – the course then has benefited the whole team not just the individual that attended!

The aim is that this 'passport' will be used consistently with the whole of the early years workforce within the County by April 09.



## News

A number of settings in the authority have now had an Ofsted Inspection under the new EYFS framework. Some of these reports are now available on the Ofsted website and others will be on the site shortly. However some of the comments so far are detailed below:



- Children need to have the time to learn at their own pace and to become engaged in activities that interest them. The provision for different age groups needs to be thought through carefully so that younger children have age appropriate experiences and opportunities, rather than simply a 'diluted' version of activities for older children;
- Some settings are seemingly reluctant to share practice and link with other providers, especially where they have children in common. Childminders in particular are facing barriers when trying to forge links with partner settings. This is a requirement of the EYFS and we would urge you all to work together to raise the standard of provision for children in Lincolnshire;
- The suggested time allowed for 'rolling snack time' is about an hour during the session, but not for the entire session. This allows children the opportunity to complete a task/activity and not to have to tidy up for a group snack;
- Inspectors have been impressed with the Key Person leaflets and the quality of information provided for parents regarding the role of the Key Person as this shows clear evidence of parent partnership;
- The Assessment and Record Keeping (I Can Statements) that many settings are now using have been commented on positively by several Inspectors. It has been suggested that there is some indication on the 'I Can' sheets of when children achieved these, either by colour coding or dating the statements;
- Inspectors have been pleased to see settings had completed the Ofsted Self Evaluation Form (SEF) and that BFS were supporting staff with this during this term;
- Some concerns have been raised regarding Risk Assessments which need to include more detail, especially in relation to equipment in outdoor learning areas;
- CRB checks are not portable, new CRBs must be completed for new staff.

**OFSTED As the term goes on, we are receiving more feedback from the new inspections undertaken under the EYFS Inspection framework. A few useful tips for Providers have emerged, so please be aware of the following;**

*If you are an Early Years Provider under school governance you will be inspected as part of the school, and comments on the quality of your provision will appear in the school inspection report.*

*If you are an Early Years Provider situated on a school site but not under school governance, an Early Years Inspector will inspect you alongside the school at the same time. You will receive a separate report about your setting. So if you hear that the school is being inspected it is worth being prepared.*

*It is vitally important that you have your SEF ready for an inspection, and any other relevant paperwork up to date and available. The Advisory Teachers are focusing on SEF writing with settings this term so please be well prepared by having completed your EYFS audits ready for their visit.*

*A satisfactory outcome is no longer regarded as adequate. We are seeking to support all our settings to gain at least good inspection outcomes.*

*Reminder - you do need to contact the Birth to Five Service when Ofsted call to inspect your setting. We would expect to attend the feedback and advise upon the writing of the post Ofsted action plan. We are also keen to meet with inspectors during an inspection in order to support providers. Please be aware that it is part of the conditions of receiving Nursery Education Funding that you inform the Service that an inspection is taking place and that a post Ofsted action plan is completed and returned to the Service.*

*Please contact your Advisory Teacher, Children's Centre Teacher or ring the Service direct on 01522 587570 to let us know that you are to be inspected.*



## Contacts

|                       |                   |              |
|-----------------------|-------------------|--------------|
| <b>Senior Adviser</b> | Stephanie Douglas | 01522 587571 |
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### Admin Team

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| <b>Office Manager</b> | Selina Falgate | 01522 587571 |
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| <b>PA/Project Manager</b> | Zoe Menday | 01522 587584 |
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| <b>Finance &amp; Admin Officer</b> | Colin Chapman | 01522 587572 |
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| <b>Admin &amp; Support Officer</b> | Rick Everson | 01522 587573 |
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| <b>Support Assistant</b> | Temp staff | 01522 587570 |
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| <b>Early Years Workforce Development Manager</b> | Sue Otter | 01522 587576 |
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| <b>Early Years Training Officer</b> | Kay Probert | 01522 587577 |
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To contact area team members please telephone the Birth to Five office.