



Early Years Market Management / Business Support Team



Supporting you and your business growth
Providing professional advice, information & guidance



Business support can be accessed via
Email: eybusinesssupport@gloucestershire.gov.uk
Telephone: 01452 427810

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Welcome to the 6th edition of our Business Support Team Newsletter

The Summer term is always a very busy time for providers with transitions and preparing for new starters in the Autumn term but we hope you will all have an opportunity to take some time off for a break over the summer months.



Important Reminder

When requesting support please ensure you put your Ofsted Unique Reference Number (URN) and the name of your setting on all requests.

Changes to the request for support process

From September 2019, in line with the rest of the Early Years Service, we will be operating a referral service. Settings requesting business support will be required to complete a dedicated referral form so that we can track the support requested and develop our service further to meet the sector needs. You will also be asked to submit an evaluation form following the support so that we can measure the impact of the free business support provided.

The link and further information will be available in our Autumn Newsletter.

Autumn Term Training

Over the summer months the Business support team are planning further business training. The booking information is being reviewed. Keep a look out for further information on our webpage.

<https://www.gloucestershire.gov.uk/early-years-service/>

DfE Updates Qualifications Checker

Employers can use this checker to find out if a candidate's qualifications allow them be included in staff to child ratios.

Within this update the DfE has added information on the Level 3 Early Years Educator qualification.

https://www.gov.uk/guidance/early-years-qualifications-finder?utm_source=6402e368-260b-467c-8a94-11b74100bcbc&utm_medium=email&utm_campaign=govuk-notifications&utm_content=immediate

Budgeting for commercial leases



Many settings take advantage of the summer break to work on their financial plan for the forthcoming academic year. A thorough understanding of your costs will ensure that the setting is prepared for the year ahead and as much as possible, rather than finding themselves in a reactive situation.

As a team providing business support, we are increasingly coming across businesses that have not built a contingency in their budget to accommodate costs associated with their lease. This is causing serious problems to cashflow and potential sustainability of the setting.

As in any business, you should base your sales and investment decisions on a good understanding of costs.

Look at your business' performance in terms of budget and cashflow, and track actual income and expenditure against monthly projections. If you manage your finances well, you're more likely to be able to invest in your business to improve its quality and provide more childcare.

Source: <https://www.gov.uk/government/collections/early-years-business-sustainability>

A typical commercial **lease** places most or all of the responsibility for **repairs** and maintenance on the tenant, except that the tenant's obligations may be limited in respect of reasonable wear and tear, and the landlord may be responsible for structural repairs.

Further information can be found @ <https://www.lexology.com/library/detail.aspx?g=bc9d1b60-6093-4ad3-8afc-3d74e502ad21>

Influence the future of childminding

Analysis of Ofsted data shows that the number of childminders leaving the profession annually in England has remained in consistent decline each year, but that the number of people registering to become a childminder has declined significantly. "This is why Professional Association Childcare and Early Years (PACEY) has today launched its *Inquiry into Childminding in the 21st Century*."

PACEY are launching an inquiry to both understand what has changed and to explore what more could be done to make childminding a more attractive career to both join and remain in. Not just by government and regulators, but by PACEY itself and the many other organisations and individuals that are supporting people to think about becoming a childminder."

Please follow the link below to read the Future of Childminding survey:

<https://www.pacey.org.uk/news-and-views/news/influence-the-future-of-childminding/>

In Gloucestershire we currently have **412** registered childminders offering a total of **2683** childcare places and they represent a valuable part of the Early Years workforce in Gloucestershire. This gives parents a variety of childcare options and supports our Local Authority sufficiency duty.

In Gloucestershire we offer Pre Registration Briefings for those interested in starting their own Childcare business from home, as well as Introductory training. If you are interested in finding out more about Childminding as a Childcare option please visit our website:

<https://www.gloucestershire.gov.uk/early-years-service/gcc-ey-training/>

REMINDER: Gloucestershire Local Provider Agreement

We still have a number of providers that have not signed and returned their agreement to continue offering the funded entitlement for 2, 3 & 4 year olds for this financial year.

It is crucial that this agreement is signed and returned before 6th September in order for the team to pay providers the Autumn term funding payments.

End of Term Update from the Nursery Funding Team

Looking back over the last academic year:-

Autumn term: 95.76% of our EY providers were paid their Nursery Funding on time
4.24% were paid later, however –
3.50% were late claims

Spring term: 97.15% of our EY providers were paid their Nursery Funding on time
2.85% were paid later, however –
2.32% were late claims

Summer term: 99.45% of our EY providers were paid their Nursery Funding on time
(excludes 0.55% were paid later, however –
amendments) 0.36% were late claims

Nursery Funding Portal

The user guide for the Nursery Funding Portal has successfully been issued to all our EY providers and we hope you are all benefitting from having this additional support tool.

Training session is being held twice a term and they have been very well attended, with waiting lists for a lot of the dates. These sessions will continue until the end of the calendar year when we will review if the demand is still there.

Email addresses

We are continuing to work on updating all your email addresses associated with your Nursery Funding Portal accounts to your preferred address. This will then allow you to reset your own passwords, when needed, without having to contact us. We hope this will be a great benefit for those of you accessing your Portal accounts outside of office hours.

Nursery Funding Audits

Termly audits of Nursery Funding claims will continue. At the start of a new term we randomly select approximately 20 settings from the previous term and ensure that your parent declaration forms and funding calculations correspond with the claims submitted on the Portal tasks. A full audit routine can take between 6 – 8 weeks to complete.

30 HOUR CONFIRMATION DEADLINE FOR AUTUMN 2019 IS 31 AUGUST 2019

All parents who are working and have a 3 and 4 year old who are seeking to have funded extended hours (30 hours free funding) **MUST** make sure they have applied to HMRC no later than 31 August. All existing parents whose children already take up the extended offer **MUST** make sure their eligibility code is valid/reconfirmed no later than 31 August by accessing their Childcare Choices account.

Finally, please can we take this opportunity to remind you all to be vigilant when sharing a child's funding details over the phone with anyone? We are happy for you to ask us a variety of security questions if you believe the caller may not be a member of the funding team. You may like to consider adopting a protocol for dealing with such phone enquiries.

Please do look out for individual alerts, which we will use to disseminate important updates in-between newsletters

Finally we would like to wish you all a great Summer!

Sarah, Sue, Deborah, Glynis, Ben, Rico & Emma

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Gloucestershire County Council
3rd Floor, The Bridge, Shire Hall,
Westgate Street, Gloucester
GL1 2TP