

3 June 2025



Gloucestershire  
COUNTY COUNCIL

Early Years  
Business News Tuesday

## Business News Tuesday - 3 June 2025

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## Welcome

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We hope that you have all had a welcome break and are ready and raring to go again. The weather looks set to be sunny and warm which always makes things look better.

We would like to welcome a new member of staff to the team, Thomas Cherry. He will be working across business and finances as a Business Support Officer and no doubt you will be talking with him and seeing emails from him in the future.

If you have any questions please email [EY Business Support](mailto:EYBusinessSupport@gloucestershire.gov.uk), [EYfunding@gloucestershire.gov.uk](mailto:EYfunding@gloucestershire.gov.uk) or [Wraparound Team](mailto:Wraparound Team)

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## Farewell and Thanks

Thank you to those who have sent in messages already – please continue to send us any messages that you would like us to add to Sarah’s leaving card.

Sarah Spencer has decided to take her well-earned retirement after 25 years of service. Sarah has always been passionate about all Gloucestershire providers and in addition, has had her own childminding business and childminders were again always on her mind. During her 25 years at GCC Sarah’s priority focus has always been on the importance of delivery of high quality childcare provision, ensuring parents have choices when seeking childcare places to suit individual family needs. As part of this work since 2018 Sarah has led the Early Years Business Support and Funding Team managing functions including collating the Annual Childcare Sufficiency Duty Report.

Sarah says “I will miss working with childcare providers and schools in Gloucestershire, some of whom I trained many years ago and have been delighted to see them develop and grow into fantastic childcare providers. I am looking forward to retirement and to being able to spend time with family and particularly my 4 grandchildren, whilst also using my business experience in Early Years to pursue some exciting future projects”. She will be sadly missed but is deserving of her retirement to enjoy her grandchildren.

Sarah will be leaving us at the end of June but will not be returning to GCC before then.

We know that you will join with us in wishing Sarah all the best for her future endeavours.

If you would like to send a message to Sarah to be included in her leaving card, please email to [eybusinesssupport@gloucestershire.gov.uk](mailto:eybusinesssupport@gloucestershire.gov.uk)

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**Would you like to win a £200 voucher to spend on your setting?**

### **Self-Update Provider Portal**

We know that there have been lots of new providers added to our SUPP as well as those existing providers already using it.

We are constantly looking at how to improve our knowledge of supply and demand for places across the county for both early years and childcare and we need your help. We are always asking providers to update information for us, so to try to encourage this for the next three terms we are including an incentive. We will enter all providers who update their information onto the SUPP into a prize draw to win £200 to spend in their setting.

All we ask is that you use the SUPP to update information about your setting.

We would also welcome any feedback that can help us improve the portal – such as:

How easy is it to enter information?

Is there anything else you feel we should be recording?

Draws will take place at the end of the Summer Term 2025; end of Autumn term 2025, and end of Spring term 2026 (so if you enter your information updates each term you have three chances of winning £200).

If you are new to the portal or if it is a while since you have updated details and you need help in accessing or adding data to the SUPP please see the guidance below or email us and we will be happy to help you. We can be reached at [EYfunding@gloucestershire.gov.uk](mailto:EYfunding@gloucestershire.gov.uk)

**Nursery Funding Portal - Full User Guide**

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**Gloucestershire Children's Services Front Door – New Professional Advice Line is Live!**

**New Professional Advice Line Now Open - 01452 427070**

We are delighted to announce that as of Monday 2 June our new professional advice and guidance line is open!

Our **dedicated advice line** is available Monday to Friday, **8:30am – 3:30pm**, and offers support with:

- Understanding thresholds for Early Help and Social Care
- Talking through concerns to determine if a MARF is needed
- Guidance on completing the MARFs
- Advice on supporting families under MyPlans including signposting to services and support and advice on best approaches to addressing concerns

This line replaces the **Community Social Worker, ECHO, and FIS** advice lines which are now closed meaning professionals have a single point of contact for advice.

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## Other News

We are currently putting together some advice and guidance for providers about the DfE Charging Guidance. We will be running a series of articles about this to help you with ensuring you are compliant.

Please remember that you must follow the guidance now, although having itemised invoices do not have to be in place fully until January 2026. We recognise the frustrations and concerns you may have. Please be assured that we will work with you and appreciate your trust, understanding and cooperation in any communications with us.

The first of these will be in our next bulletin where we will look at deposits and non-food consumables.

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## Early Years Funding Claims – Summer Term

The amendment task for the Summer term opens on 2 June and closes on 27 June. Please use this task to add new starters, details of leavers, children increasing their hours and children decreasing their hours.

Payments generated from an amendment task are made as a standalone payment, not in instalments and reclaims will be deducted as a lump sum

from your following Early Years funding payment. Spring term reclaims can be slightly delayed as they have to be generated manually, due to the crossover of financial years. Reclaims are detailed on the funding documents issued at the end of the amendment task window in your portal account. Please ensure you budget accordingly for any reclaims.

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## Training

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**The following training & meetings will be taking place during June and July - Book now!**

**Creating Your Early Years Curriculum** - 06/06/2025 10:00am - noon - Gloucester Farmers club, Agricultural House, Greville Close, Gloucester, GL2 9RG - [Book here](#).

**Early Years SENCo Cluster Meeting** - 10/06/2025 - 4.00pm - 5.30pm - Mary P's Day Nursery (Ashchurch Parkway, Tewkesbury, Gloucestershire, GL20 8TU) (Training Room) – [Book here](#)

**Early Years SENCo Cluster Meeting** - 11/06/2025 - 4.00pm - 5.30pm - Steam Mills Primary School (Steam Mills, Cinderford, Gloucestershire, GL14 3JD) - [Book here](#)

**Early Years SENCo Cluster Meeting** - 12/06/2025 - 4.00pm - 5.30pm - Great Oldbury Primary Academy, Veterans Way, Stonehouse, England, GL10 3WH – [Book here](#)

**Childminder Network Meeting** - 17/6/25 - 7.00pm-8.00pm, online via Teams. PATA speaker to share their offer and available training - [Book here](#)

**Sensory Integration Occupational Therapy Training (SIOT Level 2) – Practical Strategies: sensory processing in the Early Years** – 19/06/2025 - 4.00pm-6.00pm - Great Oldbury Primary Academy, Veterans Way, Stonehouse, Gloucestershire, GL10 3WH. [Book here](#)

**Early Years SENCo Cluster Meeting** - 23/06/2025 - 4.00pm - 5:30pm - Hesters Way Children Centre (Dill Avenue, Cheltenham, Gloucestershire, GL51 0ES) (Elliott Building) - [Book here](#)

**Early Years SENCo Cluster Meeting** - 24/06/2025 - 4.00pm - 5.30pm - Longford Park Primary Academy (Clock Tower Road, Gloucester, Gloucestershire, GL2 9FP) - [Book here](#)

**Early Years SENCo Cluster Meeting** - 25/06/2025 - 4.00pm - 5.30pm - Stow Nursery, Stow on The Wold Primary School (St Edwards Drive, Stow-On-The-Wold, Cheltenham, Gloucestershire, GL54 1AW) - [Book here](#)

**Sensory Integration Occupational Therapy Training (SIOT Level 1)** - 26/06/2025 - 4:00pm - 6:00pm - Chesterton Primary School, Apsley Road Cirencester, Gloucestershire GL7 1SS - [Book here](#)

**Sensory Integration Occupational Therapy Training (SIOT Level 2) - Practical Strategies: Sensory Processing in the Early Years** - 03/07/2025 - 4:00pm - 6:00pm - Severnbanks Primary School, Naas Lane, Lydney, Gloucestershire, GL15 5AU - [Book here](#)

**Total Communication for Childminders** - 9/7/25 - 7.00pm - 8.30pm - Gloucestershire Farmers Club, Agriculture House Greville Close, Gloucester GL2 9RG - [Book here](#)

**Sensory Integration Occupational Therapy Training - Play to Ignite Development** – 10/07/2025 (Awaiting venue to be confirmed), booking not yet available. Training will be held within Cotswolds locality.

**Childminder Network Meeting** - 16/07/2025 - 7:00pm - 8:00pm - Online via Teams. Changes to the EYFS from September 2025 - [Book here](#)

**Total Communication Training in the Early Years** - This training is provided in house at your setting.

You can now book Total Communication in the Early Years through GCC+. To do this you will need to log into your setting's GCC+ account. Go to the **search bar** on the **home page**, and type in Total Communications and **press the search key**.

You will then see the link for the Total Communications for you to book.

**(Please note – if you search in the ‘training section’ or the ‘services’ section, you won’t find it. It must be searched for in the home page search and the search key pressed). NB - If you just press enter, it won’t find it.**

Once you have booked and checked out your training, you will be

contacted by an EY Inclusion Advisor to arrange the date and time for the delivery of your course. If you have not heard from us within 2 weeks, please contact the EY Admin Team: [eyservice@gloucestershire.gov.uk](mailto:eyservice@gloucestershire.gov.uk).

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**Please note:** Most training and all events (excluding some meetings) are subject to a charge. Please check the price when you make your booking. If you are in any doubt, please email [eyservice@gloucestershire.gov.uk](mailto:eyservice@gloucestershire.gov.uk)

*Please refer to the cancellation policy for your event, as charges may apply.*

## CANCELLATION POLICY

- 2 weeks before the training course is due to take place – 100% refund
- Less than 2 weeks before the training course is due to take place – 0% refund
- If GCC cancels a training course, we will issue a refund automatically. If you paid by credit card, the refund will be paid back to the same card. If you paid by invoice, you will receive a credit note.
- If you need to cancel your place on a training course within two weeks of the course and there are special circumstances, please contact [eyservice@gloucestershire.gov.uk](mailto:eyservice@gloucestershire.gov.uk) and we will consider your request on a case-by-case basis.

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Gloucestershire County Council, Shire Hall, Westgate Street, Gloucester GL1 2TJ

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