

If you have queries about any of the above, please email

 eyservice@gloucestershire.gov.uk 



1 October 2024

Good morning!

Welcome to this week's Business Newsletter.

If you have any questions, please email the [Early Years Administrators](#).

Business Support and Funding Team News

Early Years Capital Grant

Thank you to all those settings who attended the Early Years Capital Grant Information Briefings recently to discuss the grant and application process in more detail.

The current window for applications has now closed, with the grants panel meeting on Friday 11 October 2024. There will be another opportunity to apply in January 2025 so please continue to look at the website for information and the templates required to make an application.

[Expanded entitlement | Early Years Service \(gloucestershire.gov.uk\)](#)



Early Years Recruitment - JCP Partnership

Due to the success of the JCP Partnership trial in Gloucester city, and the roll out to JCP plus in all areas, the team have scheduled briefings in all localities in Gloucestershire, the briefings are in 2 parts:

1. Working with the JCP coaches on recruitment/ parent entitlements.
2. Supporting customers on the nursery funding entitlements including 'myth busting' some of the barriers around accessing childcare places including those children with SEND. Discussions with customers who might consider childcare as a possible career option.

Early Years Sufficiency Grant 2024/25

Gloucestershire County Council can offer a small sufficiency grant for revenue purposes only.

The sufficiency grant will be awarded to those providers who are in an area of sufficiency need as identified by GCC. Details of successful sufficiency grant applications may be shared in GCC communications such as the early years website and newsletters.

Support will be targeted at providers who are able to demonstrate that they can meet the conditions of the grant:

- Must be in an area of identified sufficiency need and would need to provide evidence of the current and future occupancy of the setting.
- Be willing to engage in business support from allocation of the award.
- Commit to updating the Self Update Provider Portal (SUPP) on a termly basis.
- Commit to a robust monitoring process and annual review, ensuring the business plan is kept up to date.

If you would like more information and application form, please contact the [business support team](#).

Early Years Entitlements - Update

The first instalments of the funding claims for the Autumn term have now been paid with the second instalment due on 30 September 2024. Thank you to everyone that submitted

your headcount tasks by the earlier deadline date, we recognise that this shorter time frame was challenging for some of you.

Please can we take this opportunity to remind you that eligibility codes for new starters MUST be validated BEFORE you add the child onto the headcount task. If these steps are not followed, eligible hours will not populate on your task and you will not receive the appropriate payment. Please revisit the information sheet shared as part of the Autumn term paperwork pack in the portal on 8 July 2024 for further details.

The expanded funding schemes saw significant increases in claims for early years children for the Autumn term. However, this also impacted the data conflicts that the funding team had to correct. Over 9,500 records submitted from the headcount tasks had data errors connected to them, more than double the errors submitted in the Summer term. No payments can be made to any provider until these errors are corrected and the larger the number of errors, the greater the risk that the payment will not be made on time. Please always ensure that the information you are submitting is accurate and the hours claimed reflect those that the parents are requesting, particularly if they are also claiming hours at another setting.

The amendment task opens on 4 November 2024 and closes on 29 November 2024. This task will allow you to make corrections to your claims for the period September to December. If you are adding new starters or leavers, do not forget to add start or end dates and adjust the weeks of funding you are claiming accordingly.

Wraparound news from the team – Anita, Roxy and Lisa

Applications Phase 2 - Now Closed

Thanks to those of you who have sent in applications for the Phase 2 funding allocations. Please note that the application window is now closed so do not try to submit now as it will not be picked up by the team and we will ask you to re-apply when the final window opens in January 2025.

The Grant panel is meeting on 11 October. Successful applicants will be contacted by our Business Support Officers Roxy and Lisa to arrange a first visit to provide support and help.

Final planned application window for wraparound

Application round 3: Opens 2 Jan 2025 to 31 Jan 2025 with the Grant Panel 14 Feb 2025

There are no further application windows planned due to changes in the wraparound programme. So please make sure that you do not miss your chance to apply for funding.

If you need support in getting applications in to us, please contact the [wraparound team](#).

Provider survey

For those providers who have/or will receive funding the following survey will need to be completed termly, starting from the Autumn Term 2024. This is to be completed by providers who have received grant funding and will be operating their new or expanded childcare in the Autumn term.

This [booklet](#) gives the details on what you will need to do.

The data collection window is 14 October to 18 October 2024.

Training courses from the Business Support and Funding Teams

We have developed a range of refreshed courses for the new year as follows:

In person training

Developing and Upskilling Your Team to Promote Staff Engagement and Retention - 18 November 2024 - 2pm to 4pm - Shire Hall - Book [here](#).

Developing Your Early Years Business in a Climate of Change - 11 November 2024 - 2pm to 4pm - Book [here](#).

Provider Portal - Claiming the funded entitlements and using the Self Update Portal - 25 October 2024 - 10am to 12noon - Shire Hall - Book [here](#).

Personal Development for Aspiring Early Years Leaders - 3 December 2024 - 10.00am to 12noon - Shire Hall - Book [here](#).

Online training

Committee Roles and Responsibilities and their Role in Supporting Provision - 12 November 2024 - 4pm to 6pm - Online - Book [here](#).

Developing and Upskilling Your Team to Promote Staff Engagement and Retention -
22 November 2024 - 2pm to 4pm - Online - Book [here](#).

Developing Your Early Years Business in a Climate of Change - 26 November 2024 -
4pm to 6pm - Book [here](#).

Personal Development for Aspiring Early Years Leaders - 5 December 2024 - 3pm to
5pm - Book [here](#).

Where the course is online delegates will receive the links to the training on the morning of the event.

Business Team Network Meetings

Please find below the details of the upcoming Business Team Network Meetings, including the focus for each meeting. If you have any queries or suggestions for other meeting topics, please email the [team](#).

We look forward to welcoming more of you to these meetings over the coming months. Please let us know of any specific areas you would like to discuss, send any suggestions to the [EY business inbox](#).

Please look out for the focus for the next meeting, our September meeting will focus on the EY capital grant funding process.

The dates and booking links are as follows:

15 October 2024 - 7pm to 8pm - book [here](#). **The focus will be: Nursery Funding Focus-opportunity to speak with Sue Bodenham regarding any queries.**

26 November 2024 - 7pm to 8pm - book [here](#). **The focus will be: Business Planning for SEND.**

10 December 2024 - 7pm to 8pm - book [here](#).

As these are online meetings and bookings will close the day before. We will send out the links on the morning of each event. If you need to book late at any time, please email the [Early Years Admin Team](#).

Useful Contacts

Gloucestershire Early Years: [Early Years and Childcare | Early Years Service \(gloucestershire.gov.uk\)](#)

Childcare Works: Useful tools for settings regarding business: [HUB for Providers - childcareworks.org.uk](https://www.childcareworks.org.uk)

Office for Standards in Education (Ofsted): Ofsted inspects and regulates services that care for children and young people [Ofsted - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

PATA: PATA now has support tools available to purchase for non-members as well as members, including sample policies tailored specifically for Gloucestershire. [PATA \(UK\) - Home \(pataglos.org.uk\)](https://www.pataglos.org.uk) These and other resources are available at [PATA \(UK\) - Shop \(pataglos.org.uk\)](https://www.pataglos.org.uk) We'll be adding more policies and other bundles of documents over the next few months.

Out of School Alliance: Provides information and support to individuals and organisations setting up and running out of school clubs, including breakfast clubs, after school clubs, holiday clubs and playschemes. [Out of School Alliance | The web site of Out of School Alliance](https://www.outofschoolalliance.org.uk)

The Early Years Alliance: This charity is the largest early year's membership organisation that offers information and advice to the early years sector [Early Years Alliance | \(eyalliance.org.uk\)](https://www.eyalliance.org.uk)

National Day Nurseries Association (NDNA): A charity and membership association for the nursery sector and people working in early years [National Day Nurseries Association - NDNA](https://www.ndna.org.uk)

Professional Association for Childcare Professionals (PACEY): A charity providing membership support that represents childminders and childcare professionals [Professional Association for Childcare and Early Years | PACEY](https://www.pacey.org.uk)

Childcare Choices: A website that provides information to parents and the early years and childcare sector on support available to pay for childcare [Homepage | Childcare Choices](https://www.childcarechoices.gov.uk)

GOV.UK: A sector information website where parents and the early years sector can find details of government services [Welcome to GOV.UK \(www.gov.uk\)](https://www.gov.uk)

HM Revenue and Customs (HMRC): Provides information, advice and targeted financial support to families and individuals [HM Revenue & Customs - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

Charity Commission: The commission registers and regulates charities in England and Wales [The Charity Commission - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

Companies House: Companies house incorporates companies and makes company information available to the public [Companies House - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

Advisory, Conciliation and Arbitration Service (ACAS): Provides free and impartial information to employers and employees on all aspects of work-based relationships and employment law [Acas | Making working life better for everyone in Britain](https://www.acas.org.uk)



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