

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

 eyservice@gloucestershire.gov.uk 



17 September 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

Structure Chart

Please click [here](#) to access a corrected pdf of the Early Years Structure Chart.

Training for Personal Development

During the recent Entitlement events a number of setting Managers reflected that they find it difficult to persuade some of their practitioners to step up into Room Lead or Deputy Manager roles.

To address this we are piloting two Personal Development sessions aimed at practitioners who, in your opinion, would make good managers, but who lack confidence often because they do not really understand the manager role.

Please find the links to the two sessions below:

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

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

Autumn term payment dates

As we are now at that point in the term when the payment for you claims submitted on your Actual tasks have been completed, we wanted to take this opportunity to remind you all that for this academic year, the funding payments will be paid in instalments during the term that they relate to. The decision to move to this arrangement was reached after a consultation with the sector earlier this year and the full details of these arrangements were shared with providers on 5 April 2024.

The dates for the Autumn term payments are as follows:

ACTUAL PAYMENT:

- 1 instalment = 20 September
- 2 instalment = 30 September
- 3 instalment = 30 October
- 4 instalment = 30 November

AMENDMENT PAYMENT:

- 13 December

Your funding statement will still show the number of funded hours you are receiving per child for the full term, it will not be broken down per instalment. This will support you when preparing your parent's invoices.

Please visit our web pages where you will find lots of information regarding the funded entitlements and business support:

[Childcare Sufficiency Duty Report | Early Years Service \(gloucestershire.gov.uk\)](#)

Wraparound news from the team – Anita, Roxy and Lisa

Applications round 2: closes Friday 27 September 2024 - Grant Panel will meet on the 11 Oct 2024

Please make sure you are completing the NWCP Application Business Plan and upload to your [online application form](#).

We can confirm that this funding is for 5 terms so please make sure your business plans reflect this.

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 is 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 email 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 a heads-up of the questions that will be asked. The wraparound team will be sending out the details to you this week.

Help with recruitment of staff for Wraparound

This [document](#) may be of use if you are looking to recruit staff – we are also looking at putting on some online support sessions for successful applicants and will send out dates for these soon - watch this space.

Successful Applications

We are pleased to announce that the following Providers have been allocated funds from the Wraparound Grant:

- Coney Hill Community Primary School
- Progressive Sports
- Severn Federation Trust
- All My Friends at Brockworth Primary Academy

with more to follow on the receipt of contracts.

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](#).

Online training

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

PLEASE NOTE THE CORRECTED LINK: 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](#).

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](#)

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

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 \(pataglos.org.uk\)](#) These and other resources are available at [\(PATA \(UK\) - Shop \(pataglos.org.uk\)\)](#) 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 cubs, after school clubs, holiday clubs and playschemes. [Out of School Alliance | The web site of Out of School Alliance](#)

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 | \(eyalliance.org.uk\)](#)

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](#)

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](#)

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](#)

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

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

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

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/companies-house)

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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