

Early Years Reference Group

Training Room, First Floor, Kirkgate Buildings

Notes of meeting held on 27th November 2019, 13:00 – 15:00

No	Description of Item	Action
1	<p>Present: Debbie Lea (Chair), Childcare Sufficiency Manager Rachael Singleton, Early Years Outcomes Manager Nina O'Connor, Acting Early Education and Care Funding Manager Samantha Richmond, NDNA Network Kath Duffy, Early Years Alliance Amelia Boughey, School Finance</p> <p>Apologies: Sarah Palmer, Kirklees Primary Schools Abdul Mohammed, Childcare Sufficiency Team Faye Scott, Early Years Partnership Manager, representing Childminders Suzanne Moorhouse, Childcare Sufficiency Team Samantha Gallant, Kirklees Primary Schools</p>	
2	<p>Minutes of the last meeting 17/07/2019</p> <p>30 hours – Delivery Support Fund Action for FS to process payments to new childminders however the newly recruited childminders drew down the government start up grant and cannot be funded twice. Still needs to be spent on supporting 30 hours.</p> <p>Best Start Partnership DL attended meeting to promote 2yr entitlement.</p> <p>2 Year Old take-up action plan Parent and Toddler Groups - KD advised DL of numbers.</p> <p>Early Years Outcomes Team have been contacting parents in wards with the lowest take-up and highest number not placed from the DFE data and the unplaced lists to find out reasons why parents don't apply or access. FS to provide summary analysis.</p> <p>Ongoing action to make reason for leaving a setting mandatory on leavers form.</p> <p>DL has contacted the voluntary group Happy Moments re promoting 2yr old funding by sending info they can add to their website and emails.</p>	<p>FS</p> <p>FS</p> <p>NOC</p>
3	<p>Early Years Block Budget</p> <p>2019-20 spending Allocation for 2019/20 is £28.1 million.</p>	

	one or two wards, if these predictions are published in the CSA all caveats will be highlighted.	
5	<p>FEEC Agreement and Guides</p> <p>There is no change to the Statutory Guidance so no major amendments to the Provider Guide for 2020/21.</p> <p>No change to Kirklees Agreement, however this has been sent to Legal Team to check for any changes to UK law.</p> <p>FEEC Calendar will be published in January. Note autumn term 2020 starts very late on 7th September.</p>	
6	<p>2 year old take-up Action Plan</p> <p>National average fallen from 72% last year to 68% this year. The number of eligible children is falling. Mel Meggs would like to aim for 95% take-up, early indications for Autumn 2019 is 78%.</p> <p>Early Years Outcomes Team are trying to identify why parents do not apply/take up.</p> <p>2YO check in partnership with Health was fully rolled out in September and health visitors will promote 2 year old funding where child not already accessing. It is too early to assess the impact.</p> <p>FEEC Team will begin texting parents shortly after applying to ensure they received their code and to ask if parent needs any help or support.</p> <p>DL/FS are considering a Parent Champion Scheme which will require a Parent Champion Co-ordinator.</p> <p>DL attended free workshop regarding 2yr take-up which suggested reviewing customer journey to understand where/why parents drop-out of the process.</p> <p>Discussed whether to try a one off 'golden ticket' approach as a boost i.e. writing to all on DFE list to say they are eligible. There are problems with this approach as parents would still have to apply as the software we use means providers can only claim for a child if that child has been shown to be eligible and given a 2yr old indicator and voucher code; this would potentially increase providers work load in parents applying retrospectively and we won't be able to match the claims to the DFE data which does not include child names.</p> <p>Wigan send DfE list to health (NHS) so they can match and add child's name, not sure if Kirklees could do this? We find that some on the DFE data list are not eligible and many eligible parents that apply are not on the DFE data list.</p>	<p>EYOT</p> <p>FEEC</p> <p>DL/FS</p>
7	<p>Staggered Intakes</p> <p>In autumn term every year there are issues regarding staggered intake into schools as parents understandably don't want to pay for place they are entitled to for free. For reception places there is a legal</p>	

	<p>requirement that schools offer places from day one and if a parent queries a late reception start we advise they speak to the school as the previous provider cannot be funded.</p> <p>For nursery places parents want the funding to be split; however the current wording of the guidance allows providers to stagger children in and recommends this does not exceed two weeks; there is no provision to adjust funding.</p> <p>Proposal is to change the wording in the guidance to say that where the new provider cannot offer a place from the beginning of term and the parents request the previous provider be funded during this period then funding will be split between the old provider and new provider for the period of the staggered intake.</p>	NOC
9	<p>Any other business</p> <p>Rachael gave brief update regarding Early Years Outcomes Team current priorities:</p> <ul style="list-style-type: none"> • New inspection Framework – receiving some intelligence • Schools sharing baseline data – pilot BBest • 2YO assessment • 50 things still ongoing • Commission with virtual schools • Business Solutions Portal now up and running • Launchpad for literacy • EYFSP consultation 	
10	<p>Date and Time of Next meeting</p> <p>Monday 13th January 2020 9:30 Kirkgate Buildings Training Room (1st floor).</p>	