



## Vale of Glamorgan

# Childcare Sufficiency Assessment Progress report and Action Plan update 2015-16

*Completed in partnership with the Children & Young People's  
Partnership and the Family Information Service*



## Introduction

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The Vale of Glamorgan Council carried out its third full Childcare Sufficiency Assessment in 2013 to meet the duties under the Childcare Act 2006. This required every local authority to ensure there is sufficient childcare to enable parents to work or undertake education or training in order to make the transition to work.

### 1.1 Aims and Objectives

Sufficient childcare, in Section 6 of the 2006 Act, is defined as 'sufficient to meet the requirements of parents in [the local authority's] area who require childcare in order to enable them –

- a To take up, or remain in, work, or
- b To undertake education or training which could reasonably be expected to assist them to obtain work.

In determining whether provision of childcare is sufficient a local authority:

- a Must have regards to the needs of parents in their area for-
  - The provision of childcare in respect of which the childcare element of the working tax credit is payable, and
  - The provision of childcare which is suitable for disabled children
  - The provision of childcare involving the use of the Welsh language.

### 1.2 The Childcare Sufficiency Duty

The sufficiency data relates to the formal childcare sector, in particular registered day care or sessional care offered by childminders, day nurseries, pre-school playgroups, out of school childcare and maintained school nursery classes offering the free flexible entitlement.

### 1.3 Progress report and Action Plan update 2015-16

This report will:

- highlight any significant changes which may have taken place over the last 12 months and an update on supply data
- update the current action plan and

## Update on Gap Analysis 2014-15

Regarding the **Geographical gap** which last year reported that Cowbridge has one of the highest numbers of places and highest vacancy rates, these still remains in 2015-16.

In relation to the **Specific Needs Gap**, the Disability Teen Scheme which run's during the school holidays for young people aged 12-19years is being overseen by the Vale's play team, waiting on Welsh Government prior to looking to re-commission the service next year.

Assisted Places continue to be offered to low income families, children in need and children with disabilities and/or additional needs.

- The total number of children who benefitted from attending a pre-school childcare placement has risen from **35** in 2014-15 to **52** in 2015-16, an increase of **49%**
- The total number of children who benefitted from attending an out of school childcare placement has also risen from **38** in 2014-15 to **68** in 2015-16, an increase of **79%**

Regarding the **Income gap**, Family Information Service received 131 enquiries (over the past year) for information on financial help with childcare / childcare voucher scheme / financial and legal information.

New [FIS web page](#) dedicated to financial help for parents and is linking to the Money Advice Service, Tax Free Childcare Service etc.

JCP sessions for lone parents were on hold from March 15 – Feb 16 due to fire at Barry JCP. Now holding weekly sessions and FIS Outreach Officer attends these, averaging **10** lone parents per week.

In relation to the **Time Gap**, the Out of School Childcare Grant has helped to sustain **12** out of school childcare settings, 2 of which are through the medium of welsh.

**2** new out of school provisions have been set up: an afterschool club, which currently supports 8 – 10 children and holiday club which currently supports 16 children both within Ysgol Y Deri supporting children with disabilities and/or additional needs.

**Type gaps** – the 2014-15 report stated that there was a gap in Welsh medium childcare. A new holiday provision was set up in 2014-15

The establishment of the care scheme has been very well received amongst parents of children in Welsh-medium primary education in the Vale, as well as some visitors to the area during school holiday periods.

Summer 2015 was especially busy, with an average of 22 children attending every day.

Since February 2015:

- 100 families have accessed the service
- 701 childcare places have been accessed

Demographic:

- 65% are from the Barry area
- 75% of the children are from non-Welsh speaking families

The Welsh medium afterschool club set up in 204/15, has also seen an increase in children attending during 2015-16 – see tables below.

**Table 1: 2014-15**

	Monday	Tuesday	Wednesday	Thursday	Friday
Total	8	14	17	19	6

**Table 2: 2015-16**

	Monday	Tuesday	Wednesday	Thursday	Friday
Total	12	19	22	20	7

## Supply of registered childcare

### Number of Registered Providers

As of March 2016, there are a total of **286** registered childcare providers in the Vale of Glamorgan. All of these settings qualify for people to be able to claim the childcare element of Working Tax Credit. There has been an overall increase of **2** registered providers.

These are broken down as follows:

- **192** Childminders (191 in March 2015)
- **20** After school clubs (20 in March 2015)
- **10** Breakfast clubs (9 in March 2015)
- **15** Holiday care schemes (14 in March 2015)
- **16** Day nurseries (18 in March 2015)

- **24** Playgroups (23 in March 2015)
- **6** Cylchoedd Meithrin (6 in March 2015)
- **3** Crèches (3 in March 2015)

### Number of Registered Places

As of March 2016, there are **4,106** registered childcare places in the Vale of Glamorgan. Therefore, **4,106** childcare places are eligible for parents to claim the childcare element of Working Tax Credit. These are broken down as follows:

- Childminders **1,043** places (25%)
- After school clubs **620** places (15%)
- Breakfast clubs **253** places (6%)
- Holiday care schemes **492** places (12%)
- Day nurseries **932** places (23%)
- Playgroups **597** places (15%)
- Cylchoedd Meithrin **124** places (3%)
- Crèches **45** places (1%)

One quarter of childcare places are with childminders and almost one quarter are in day nurseries.

### Gains and losses

Since the last review in March 2015, there has been an overall decrease of **83** registered childcare places. This is broken down as follows:

#### Childminders

There has been an increase of **1** childminder and **5** places.

#### Day nurseries

There has been a decrease of **2** day nurseries and **68** childcare places. St Illtyd's Day Nursery in Llantwit Major and Kiddywinks Day Nursery in Wenvoe have both closed.

#### Crèche

There has been no change in crèches.

#### Sessional Care

There has been an overall decrease of **26** places. Little People's Playgroup closed in Gibbonsdown. However, **2** playgroups have registered – Bumble Bees Playgroup in Gibbonsdown and Red Robin Playgroup in Cadoc. The decrease in places is within existing settings.

#### Out of school care

There has been an overall increase of **6** places:

### **Holiday Care Schemes.**

There has been an increase of **30** places as Cynllun Ysgol Nant Talwg registered in Illtyd ward, Barry. This is a Welsh medium scheme.

### **After School Clubs.**

There has been a decrease of **4** places. Nightingales After School Club (St Josephs) has registered in Dinas Powys and Llantwit Major After School Club has deregistered and is running as an unregistered setting.

### **Breakfast Clubs:**

There has been a decrease of **20** places. Nightingales Breakfast Club (St Josephs) has registered, providing **10** new places. However, the overall decrease in the number of places is within existing settings.

## **Childcare Sufficiency Assessment in 2016-17**

Discussions will shortly be held with Early Years Development and Childcare Partnership colleagues regarding a full Childcare Sufficiency Assessment (CSA) 2016-17 and how this will take shape.

### **Some examples for consideration for the CSA in 2016 - 17**

Housing supply - further phases to existing developments are planned to take place during 2016 – 2021 in Barry, Cowbridge, Penarth, Llantwit Major, Rhose and Dinas Powys which will need considering in terms of the possibility of additional childcare.

Aston Martin is to build its new luxury car in St Athan, creating 750 highly-skilled jobs. Recruitment for these jobs is in the planning process with an open day scheduled for Wednesday 30<sup>th</sup> March 2016. Additional childcare may be required in the area depending if some of the workforce will re-locate to St. Athan or in the surrounding area.

Consultations with parents/prospective parents, children & young people, stakeholders, childcare providers and employers will also take place via a variety of means. These will form a basis for the childcare already supplied with development of new provision or extension within existing provision.

## Early Years Development & Childcare Partnership

### Action Plan to address gaps in Childcare Sufficiency Assessment 2014-17

Priority 1: support parent/carers on low incomes to access childcare						
Key Actions	Success criteria	Timescales	Funding	Lead responsibility	Update Feb 2015	Update March 2016
Information on help with childcare costs, benefits for parents and changes as a result of welfare reform are made available to parents	Parents are made aware of national and local initiatives that makes childcare more affordable	April 2014 – onwards and during introduction of Universal Credit in the Vale (2016) and the new tax relief replacing the childcare voucher scheme (2015)	Existing FIS funding	Becky Wickett	Every enquirer is offered information on help with childcare costs. Flyer produced and distributed through all primary schools promoting help with childcare costs and summer holiday childcare (July 2014).	131 enquiries received (over the past year) for information on financial help with childcare / childcare voucher scheme / financial and legal information.
	Information is up to date and available via the Family Information Service website		None required	Becky Wickett	Information Officer is a member of the Financial Inclusion Group in the Vale and keeps up to date with welfare reform changes.	New <a href="#">FIS web page</a> dedicated to financial help for parents and linking to the Money Advice Service, Tax Free Childcare Service etc.
	Attend at least 3 events per year		None required	Becky Wickett	Awaiting new childcare payments 'top up	JCP sessions for lone parents were on hold from March 15 –

	involving Job Centre Plus and back to work programme to increase awareness of FIS with lone parents				<p>scheme' to be introduced</p> <p>FIS web pages updated with information on financial help and welfare reform: <a href="#">Financial Help</a></p> <p>Working with Barry JCP and attend weekly sessions for lone parents advising on changes to benefits when child reaches 5yrs and advising them on childcare, training, financial help etc. Since Sept 2014 126 parents have received information and 66 made further enquiries.</p> <p>Also attended Penarth JCP team meeting.</p>	<p>Feb 16 due to fire at Barry JCP. Now holding weekly sessions and FIS Outreach Officer attends these, averaging 10 lone parents per week.</p> <p>Also promoting the Assisted Places Scheme.</p>
Information and advice to parents in the Flying Start area on free childcare	Parents are provided with a choice of childcare in the Flying Start areas.	April 2014 - onwards	Flying Start funding	Amber Constant	All parents offered information and advice – all eligible children offered childcare	All eligible children receive home visit from Childcare Liaison Officer (CCLO) prior to their second birthday and an offer of 12.5hr childcare for three terms starting the term following their second birthday.

Information is developed to provide parents, of Primary and comprehensive age children, information on after school activities and holiday provision	Parents have relevant information on after school activities.	April 2014 – onwards	Existing FIS funding	Becky Wickett	40 enquiries received for information on after school clubs. 140 enquiries received for holiday activities. 181 enquiries received for play and leisure activities.	52 enquiries received for after school clubs, 66 for holiday care schemes, 168 for holiday activities and 122 enquiries received for leisure activities.
	Holiday activity brochures produced online and in hard copy and promoted via schools	April & July annually	Existing FIS funding	Becky Wickett/Teresa Harvey	Online childcare, play and leisure search also available – 2,864 searches made.	Online childcare, play and leisure search received 2,184 searches over 8 months.
	Flyers produced promoting holiday childcare and help with childcare costs and distributed to all primary school pupils	June 2014	Childcare Strategy Grant	Becky Wickett	Easter and Summer Holiday Activity Programmes produced and available online. Summer programme generated 15,000 web hits.  Bilingual flyer produced promoting childcare during the summer holidays, summer holiday activity programme, help with childcare costs and dates for the summer. Copies distributed through all primary schools	Easter and Summer Holiday Activity Programme produced and available on line. Summer programme generated over 14,000 web hits.  Council playschemes and teenschemes promoted in the quarterly Index newsletter for children with additional needs.  Activities and schemes promoted via social media. FIS Facebook page now has over 800 'likes'

Develop additional community based play provision	Additional play provision is available to children aged 4yrs plus.	April 2014- 2015	Out of School Childcare Grant	Joanne Jones	Community based play provision has been developed in Partnership with Cadoxton school. Each session is attended by a minimum of 45 children. Margaret alexander community play programme being developed with the local community.	Working in partnership with town and community councils, housing associations and united welsh to promote the importance of play to children and the community as a whole. Continue to deliver play sessions in the local communities with partners paying particular attention to the school holidays.
Develop holiday play provision for disabled children.	Additional play opportunities for disabled children aged 4-11 years.	April 2014 - onwards	Families first – Disability strand	Joanne Jones	Holiday play provision is developed to support disabled children access play sessions during school holiday.	Working in partnership with Ysgol y Deri to develop play opportunities within the school on a regular basis. Enabling both children and parents to plan ahead knowing where the play sessions are taking place throughout the calendar year.
	Information on open access play is provided to parents who enquire to FIS	April 2014 - onward	No Cost	Becky Wicket	Promoted via Twitter and Facebook, 48 direct enquiries for open access Playschemes and information available online via 'childcare, play and leisure search'	Council playschemes and teenschemes promoted in the quarterly Index newsletter for children with additional needs. Also promoted via social media and online 'childcare, play and leisure search'

Provide Assisted places to children in need, parents on low income	Parents are provided with a leaflet for information on the Assisted Places scheme for children in need – referral process	April 2014 – March 2015	Out of Schools childcare Grant & childcare strategy funding	Becky Wicket & Debbie Maule	300 Leaflets revised in April 2014 and purchased. Distributed to referrers and parents.	Leaflets continue to be provided to parents and referrers.
	Assisted places promoted for children from low income families, families in need  Children and families access subsidised childcare	April 2014 – March 2015	Out of Schools childcare grant & childcare strategy funding	Debbie Maule	Currently 38 children have received a subsidised childcare place – these include child in need or child with disability/additional need	To date <b>45</b> children in need and <b>23</b> children with a disability and/or additional need have benefitted from attending an assisted childcare placement within an out of school childcare provision.

Priority 2: to set up & support additional childcare provisions delivered through the medium of Welsh						
Key Actions	Success criteria	Timescales	Funding	Lead responsibility	Progress update March 2015	Progress update March 2016
Develop out of school childcare provision through the medium of Welsh.	Initial discussions around childcare gaps with Menter Caerdydd and Menter Bro Morgannwg set up	May 2014	No cost	Debbie Maule/Becky Wickett	Further to discussions in May and July, Menter submitted an application for a grant to support the set-up of Welsh Medium holiday childcare in the Vale	Out of School Childcare funding has been able to support the continuation of Cynllun Gofal Nant Talwg (Ysgol Nant Talwg).
	Menter Caerdydd/Bro Morgannwg to design and distribute a questionnaire to gauge the need for additional Welsh medium out of school provision.	May – June 2014	No cost	Menter Caerdydd/Bro Morgannwg	In July 2014, Menter distributed questionnaires to parents in Welsh Medium school with regards to provision of childcare during the school holidays. 182 responses were received with 75% say they require childcare.	The club ran for 1 week during Easter, Whitsun, 4 weeks during summer, October & February half terms. The club now has 100 children on its register with around 20 to 22 children attending daily.
	Creation of additional Welsh language childcare places/setting developed in identified areas	July 2014 – March 2015	Out of School Childcare Grant	Debbie Maule	The highest percentage of responses for childcare came from the Barry area. Funding was agreed to support staffing and resources for a February half term start/ Menter identified a setting for the provision to run from starting February 15.	Finical support has also been offered to Clwb y Ddraig (afterschool club) in Llantwit Major to support the club during 2015-16. As at March 2016, an average of <b>16</b> children are attending each evening, with a total of <b>32</b> children registered overall.

Priority 3: to support childcare providers to increase the use of the Welsh Language in their setting						
Key Actions	Success criteria	Timescales	Funding	Lead responsibility	Progress update March 2015	Progress update March 2016
Identify training needs required	Develop and offer a range of training courses in response to the identified need	April 2014-March 15	Childcare Strategy	Debbie Maule	A training programme has been developed for the next financial year. The programme has a wide range of both legal & regulatory along with Continuous Professional Development to respond to identified need.	Whilst several Welsh courses were offered to childcare settings, the take up was extremely low.  Conversations have taken place with Mudiad Meithrin regarding a Welsh course being offered to existing Cylchoedd to support the welsh language within settings.
Information and advice is offered to Welsh medium Childcare providers	Support is available to childcare providers through the Medium of Welsh	April 2014 onwards	Existing Mudiad Meithrin funding	Rhian Thomas	<p>All cylchoedd meithrin registered with Mudiad Meithrin have received monthly visits ( at least)</p> <p>Mudiad Meithrin's newly developed 'Business Toolkits' have been completed with every registered cylch meithrin, identifying areas for improvement.</p> <p>Assistance and advice given regarding CSSIW registration ( CM Dinas Powys).</p> <p>Committees at CM Y Bontfaen and Llanilltud Fawr received advice and guidance</p>	<p>Following internal re structuring within Mudiad Meithrin, since April of 2015 the Cylchoedd Meithrin and Ti a Fi groups in the Vale of Glamorgan have been supported by a locally based Support Officer, Regional and National Officers.</p> <p>During 2015, the requirements of membership of Mudiad Meithrin were strengthened. Any Cylch Meithrin must adhere to the National Minimum Standards and provide a Welsh Medium service in accordance with Mudiad Meithrin's language</p>

					<p>regarding policies and staffing issues.</p> <p>Data collection undertaken by Development Officer for Welsh Government on a termly basis.</p> <p>Extension of provisions at CM Bethesda (Wrap around ) and CM Y Bontfaen ( who have recommenced providing wrap around for St Aubin's day Nursery).</p> <p>Committees of CM Y Bontfaen and Llanilltud Fawr attended Management Induction Training at Mudiad Meithrin's offices in December 2014</p> <p>Rhian Thomas will attend Management Training in March 2015 ( organised by Vof G)</p>	<p>policy.</p> <p>Cylchoedd who do not adhere to the above have been refused membership of Mudiad Meithrin OR are working closely with the Support Officer who can assist with issues of quality and standards. Whilst there is a variety of Welsh Language skills amongst the workforce of the Cylchoedd Meithrin a particular need with Welsh Language development has been identified within Cylchoedd Meithrin in The Vale of Glamorgan. Following discussions with 'Cymraeg i Oedolion' a suitable course has been identified and funding is being sourced.</p> <p>A programme of training has been organised by AcadeMi (Mudiad Meithrin's home for training and Development). Courses to aid with Welsh language development and the Immersion technique( 'Y Dull Trochi' )are part of the programme.</p>
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Priority 4: Children with disabilities and/or additional needs are able to access childcare & other activities						
Key Actions	Success criteria	Timescales	Funding	Lead responsibility	Progress update March 2015	Progress update March 2016
Provide assisted places to children with disabilities and/or additional needs	Parents and childcare providers are provided with a leaflet for information on the Assisted Places scheme for children in need – referral process.	April 2014	Existing childcare strategy funding		300 Leaflets revised and purchased. Distributed to referrers and parents.	Leaflets continue to be distributed to referring agencies and interested partners.
Information and advice is provided to childcare providers on accessibility for children and young people with disabilities	Information is contained within the Disability Index newsletter	April 2014 - onwards	Families First (Disability Strand)	Becky Wickett	Article promoting childcare and Assisted Places Scheme placed in the <a href="#">Disability Index newsletter July 2014</a>	Article promoting the Assisted Places Scheme placed in <a href="#">Disability Index newsletter in March 2015 edition</a>
	Assisted Places scheme promoted in the Disability Index newsletter	July 2014	Disability Strand – Families First	Becky Wickett & Debbie Maule	As above	23 parents / carers provided with information about the Assisted Places Scheme
	Children and families access subsidised childcare	April 2014 – March 2015  April 2014 – March 2015	Out of School Childcare Grant & Childcare Strategy Grant	Becky Wickett	Families referred to the Assisted Places Scheme via Disability Index and FIS.	212 childcare settings can cater for children with SEN (68%). 89 settings currently care for a child with SEN (28%).

Work with key stakeholders to raise awareness of childcare & sense of play support for children with disabilities/additional needs	Details of those childcare settings that can cater for children with disabilities is supplied to Family Information Service annually and promoted to parents	April 2014 – onwards	Existing FIS funding	Becky Wickett	Annual childcare update completed Jan 2015. 204 childcare settings (74%) can cater for children with SEN. 69 settings (25%) currently care for a child with SEN. (including unregistered settings)	111 parents accessed information on support for children with special needs and/or the Disability Index.  380 children registered on the Disability Index and receiving information regularly via the quarterly Index newsletter and ad hoc e-bulletins.
	Parents are given information on accessing suitable childcare/play schemes & support groups	April 2014 – March 2015	Existing FIS funding	Becky Wickett	77 parents accessed information on childcare, services and activities for children with special needs. 328 children registered on Disability Index and receiving information regularly via emails and Index newsletter 4 yearly.	
	Disability Family Fun Day Held	Summer 2014	Families First (Disability Strand funding)	Becky Wickett	Fun Day held in Aug 2014 and over 200 people attended. Over 20 organisations provided stands and activities. Working with the Engagement Officers in the new school Ysgol Y Deri. Article promoting the facilities placed in Index newsletter in Jan 2015.	FIS Team are working with Engagement Officers in Ysgol Y Deri to achieve the FIS School Certificate of Achievement . Also attended 5 events at Ysgol Y Deri to engage with parents.
	Special Needs Schools gain the FIS School Certificate of Achievement	July 2014	Existing FIS funding	Becky Wickett/Teresa Harvey		<a href="#">FIS web pages for children with additional needs</a> have received 2,945 web hits over 10 months.
	Disability Strand co-ordinator will provide advice and support to parents of children with disabilities/additional needs.		Families First funding	Disability Strand co-ordinator	24 Families accessing Sense Of Play sessions  Families accessing Adventure rangers 2 existing & 10 new	Presented to approx. 45 SENCOs at the SENCO Forum in June 2015 and promoted FIS, the Disability Index and other

					Families accessing Rainbows 4 existing & 2 new  Families accessing Assisted Places scheme provision 15 existing & 9 new .	schemes.
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Priority 5: to provide a wide range of information, advice and assistance to parents and prospective parents						
Key Actions	Success criteria	Timescales	Funding	Lead responsibility	Progress update March 2015	Progress update March 2016
Information and advice is developed to provide relevant information to parents via a range of different sources	Increase number of schools that have gained FIS school Certificate of Achievement Levels 1 & 2 Pilot FIS School Certificate in Secondary Schools	July 2015 and annually  April 2014 – July 2015	Existing FIS funding  Existing FIS funding	Becky Wickett  Becky Wickett &	2 schools achieved FIS Certificate Level 2. 16 schools in total have achieved level 1 (pre April 14)  On hold due to staff vacancy	2 schools have achieved FIS School Certificate Level 1 (18 in total). 2 schools have achieved Level 2 (4 in total)  4 secondary schools working towards Level 1
	Summer activities brochure is developed and available online and promoted through the schools.	July 2014 and annually	Existing FIS funding	Becky Wickett	Summer Holiday Programme produced July 2014 and available online. Generated 15,000 web hits. Flyers promoting the programme distributed via all primary schools.	Summer Holiday Programme produced in July 2015 and available online. Generated over 14,000 web hits.
	FIS website is developed and enquiries to the FIS website increase	April 2014 - on going	Existing FIS funding	Becky Wickett	31,472 web hits received (0.5% decrease).  2,864 online childcare searches carried out (41% increase).	33,990 web hits received for 10 months (8% increase).  2,046 online childcare, play and leisure searches carried out over 8 months. Web stats only available for 8 months so can't compare with previous year.
	Promotion of FIS in rural areas is increased via various media resources	April 2014 - on going	Existing FIS funding	Becky Wickett	Attended 12 outreach activities in Western Vale. Distributed leaflets and posters to health centres, libraries and health visitors	Attended 13 outreach activities in the rural Vale,

	Increase use of provider portal where childcare providers and other providers can update their details	April 2014 - onwards	Existing FIS funding		in Western Vale. 33 settings updated their details using provider portal and submitted 76 forms. (13% decrease).	including schools, WVICC and The Gathering Place. Outreach Officer post vacant for 9 months.  131 providers updated their details using the online provider portal and submitted 203 forms (almost 300% increase)
Information and advice is provided to prospective parents and new parents	Work with midwives to attend Parent Craft sessions for expectant parents (monthly)	April 2014 and onwards every month	Existing FIS funding	Becky Wickett	Carried out presentations at 16 parent craft sessions in Barry, Penarth and Cowbridge and 157 parents received info.	Carried out 10 presentations at parent craft sessions in Barry and Penarth and packs given to Cowbridge sessions and 130 prospective parents received information.
	New parents receive FIS leaflets in their registers pack	50 per month	Existing FIS funding	Becky Wickett	Packs no longer produced by registrars but FIS leaflets are handed out to every parent registering child's birth.	Leaflets given to registrar's office in Barry and Penarth.
	FIS attend Health Visitors meetings and Health Visitors promote FIS	December 2014	Existing FIS funding	Becky Wickett	Health Visitors meeting cancelled – awaiting new date. Posters and leaflets posted to every health visitors and followed up with an email. 24 enquiries received to the FIS via health visitors.	Presentation given at Health Visitors Forum. Approx 50 health visitors from Cardiff and the Vale attended

**Priority 6: Working parents to be better informed about childcare through their employer**

Key Actions	Success criteria	Timescales	Funding	Lead responsibility	Progress update March 2015	Progress update March 2016
Engage with local employers (links with priority 1)	Benefits of childcare vouchers for employers and employees and FIS is promoted	April 2014 – March 2015	None required	Becky Wickett	Outreach event held at Tescos in Barry and 30 enquiries received.	Held an information stand at Morrison's Barry and Tesco's Highlight Park, but very quiet.
	All new Vale Council parent employees are aware of FIS and childcare vouchers	Sept 2014 - on-going	None required	Becky Wickett	FIS posters and leaflets placed in Alps Depot. FIS leaflets given out at corporate induction for new employees to Vale Council. In discussion as to whether FIS staff can give talk at CI.	Outreach Officer post vacant for 9 months

**Priority 7: On-line booking system is available to staff for booking training and updating relevant workforce information**

Key Actions	Success criteria	Timescales	Funding	Lead responsibility	Progress update March 2015	Progress update March 2016
Childcare staff are able to search for training and book on-line	Staff are able to view training courses	April 2014 - onwards	Childcare Strategy	Debbie Maule	All training courses are made available through the on-line booking system. Courses and their outline are also available to view via the Family Information Service webpage.	All training courses are made available through the on-line booking system. Courses and their outline are also available to view via the Family Information Service webpage
	Staff can successfully book onto and attend training courses.	April 2014 - onwards	Childcare Strategy	Debbie Maule	Only a small percentage of people have managed to successfully set themselves up with an account and book on training. Further instruction on this process will be administered with the new training programme in February/March 2015.	During 2015-16, all childcare settings were provided with information regarding setting up an on-line account.  Approximately 85% of childcare settings are now set up and accessing training on-line.
	Increase numbers of childcare staff gaining further qualifications and increase their Continuous Professional Development	April 2014 - onwards	Childcare Strategy	Debbie Maule	Training needs were identified for the year with additional courses added where and when necessary. <b>5</b> child protection courses – <b>80</b> people trained <b>2</b> Epi pen training courses	Training needs were identified for the year with additional courses added where and when necessary.  <b>7</b> Child Protection Level 1 – <b>102</b> staff trained

					<p>– <b>26</b> people trained</p> <p><b>4</b> Food Safety courses – <b>73</b> people trained</p> <p><b>1</b> Fire Safety course – <b>7</b> people trained</p> <p><b>3</b> Health &amp; Safety courses – <b>42</b> trained</p> <p><b>Stages 1 – 8</b> in Makaton – <b>12</b> places available for each stage</p> <p><b>1</b> Manual Handling course – <b>17</b> attending</p> <p><b>6</b> Paediatric First Aid courses – <b>122</b> trained</p> <p><b>1</b> Managing Children's Behaviour course – <b>20</b> trained</p> <p><b>1</b> forest School course – <b>15</b> trained.</p> <p><b>3</b> child minding briefing sessions held –</p> <p><b>1</b> Risk Assessment course – <b>7</b> trained</p> <p><b>2</b> art courses were advertised but no-one signed up.</p> <p><b>2</b> Management Committee training sessions were advertised with only 1 person booked on.</p>	<p>(Level 2 training to be offered in 2016-17)</p> <p><b>2</b> ADHD courses – <b>50</b> staff trained</p> <p><b>2</b> ASD courses – <b>40</b> staff trained</p> <p><b>1</b> Behaviour Management course – <b>14</b> staff trained</p> <p><b>1</b> Get cooking course – <b>12</b> staff trained</p> <p><b>5</b> Food Safety courses – <b>77</b> staff trained</p> <p><b>2</b> Health &amp; Safety courses – <b>30</b> staff trained (+ 1 course cancelled)</p> <p><b>2</b> Health &amp; Safety for Childcare providers courses – <b>25</b> staff trained</p> <p><b>6</b> Paediatric First Aid Level 3 courses – <b>93</b> staff trained</p> <p><b>2</b> True Relax courses for staff – <b>40</b> staff attended (+ 1 course cancelled)</p> <p><b>2</b> mini relax for children – <b>60</b> children attended</p> <p><b>2</b> Manual Handling courses were offered, no take up</p> <p><b>2</b> Makaton refresher courses were offered, no take up</p> <p><b>2</b> Risk Assessment courses offered, no take up</p> <p><b>5</b> staff were funded to complete work based</p>
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	Quality of childcare offered raised	April 2014 - onwards		Umbrella Organisations	<p>Wales PPA to raise awareness of training opportunities available and encourage providers to attend.</p> <p>Wales PPA supports all member settings via email, phone calls and visits when required.</p> <p>Information is provided on CSSIW changes, regulation and inspection bill, business health check, training, grants, Charity Commission, network events and other relevant information.</p>	<p>learning CCLD Level 3 – expected to complete in 2016</p> <p><b>3</b> staff were funded to complete work based learning CCLD Level 2 – expected to complete in 2016.</p> <p>Wales PPA Welsh Language Co-ordinator has supported the following groups to access the un, dai, tri – hwyl a sbri childcare practitioner Welsh Language training programme.</p> <p>Gibbonsdown Children's Centre completed the course on 25/02/15 and 6 staff attended.</p> <p>Westend PG completed the course on 25/02/2015 and 5 staff attended.</p> <p>Little Inspirations Barry completed the course on 07/07/2015 and 6 staff attended.</p> <p>Tabernacle PG completed the course on 07/07/2015 and 6 staff attended.</p> <p>This 6 week course aims to introduce basis Welsh</p>
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						<p>terms, phrases, sentence patterns and questioning techniques, along with song and activities to use with the children.</p> <p>The Welsh Language co-ordinator provided follow up support to include: practical advice and support, translating key documents such as contract to parents, newsletters etc. Resources have been provided in the form of song sheets, copies of Dewi Ddraig and Christmas songs.</p> <p>The Welsh Language support worker is now attending the provisions and doing Play to Learn physical literacy sessions.</p> <p>TICW is a bilingual resource pack which is been introduced in the settings and a copy of the resources will be given to the settings.</p> <p>A staff workshop is being planned to evaluate how effective the training has been for the setting.</p>
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## Priority 8: Engage with and support childcare providers

Key Actions	Success criteria	Timescales	Funding	Lead responsibility	Progress update March 2015	Progress update March 2016
Attend childminding groups to promote role of FIS and Child-minding Network Facilitator	Childminders aware of FIS and Childminding Network Facilitator, childminders consulted and the service developed accordingly	May 2014 – March 2015	Existing childcare strategy funding	Becky Wickett & Sue O'Neill	Attended 5 childminding groups in Barry, Penarth, Dinas Powys and Llantwit Major and held focus groups. Feedback given to childminders and FIS service developed.	<u>Sept to Nov '15:</u> Sue O'Neill & Vicki Thomas from FIS visited 7 childminder groups. <u>Jan to Mar 16:</u> Sue O'Neill Re-visited 3 childminder groups Thrice yearly e-bulletins distributed to childminders
FIS to visit every new childcare provider	New childcare providers are aware of and engage with FIS	April 2014 – onwards	Existing FIS funding	Becky Wickett	All new childcare settings are contacted and details added to the database. Visits in progress	Attended 4 childminding groups to promote FIS and engage with childminders
Update details of all childcare settings to inform CSA	Childcare records up to date	Oct 2014 and annually	Existing FIS funding	Becky Wickett	Annual childcare update completed in Dec 2014. Very poor response so FIS staff phoned all settings. (74% updated).	All new childcare settings contacted and details added to database. Not all settings have been visited due to vacant position of Outreach Officer 9 months.
Inform childcare providers of training, grants and other relevant information	e-newsletters sent to all childcare providers – at least 6 annually	Every other months	Existing funding	Becky Wickett	Following childminding focus groups, agreed to send 3 e-bulletins per year to childminders and 3 to other childcare providers – 2 Sent in Aug and 2 in Dec 14.	Annual childcare update completed in Jan 2016. Very poor response and FIS staff had to phone all settings.  Childcare e-bulletins sent to all childcare settings in April, Aug, Dec 2015

**Priority 9: sufficient childcare to address geographical gaps**

Key Actions	Success criteria	Timescales	Funding	Lead responsibility	Progress update March 2015	Progress update March 2016
Identify areas where a need for childcare has been identified	Areas identified & further investigation into need of type of childcare i.e. out of school provision, wraparound – specifically within the Western Vale	April 2014 – March 2015	Out of School Funding	Debbie Maule/Becky Wickett	Due to parent demand for out of school childcare in Ysgol Dewi Sant, Llantwit Major, funding was offered to set up a club. <b>58</b> different children aged 3-7yrs are registered at the club with an average of 15 on 4 evenings, 5 children are attending on a Friday at present	<p>Out of School Childcare funding has been able to support the continuation of Clwb Y Ddraig (at Ysgol Dewi Sant). The club now has 32 children on its register with around 18 to 20 children attending daily.</p> <p>Funding was also allocated to Ysgol Y Deri to develop an afterschool club for children with disabilities/additional needs starting in April. The club runs 1 evening a week at present with approximately 8 children attending. Depending on numbers and demand the school may offer an additional session.</p> <p>Funding was also allocated to Ysgol Y Deri and Play Development to support a holiday club for children with disabilities/additional needs. The pilot was held</p>

	CYPOP5 panel target new childminders in areas where gaps are identified	April 2014 - onwards	Childcare Strategy funding	Debbie Maule/Sue O'Neill	CAS promoted to potential childminders as an alternative career at childminder briefing sessions.	in February half term with 16 children attending  CYPOP5 panel meets following twice yearly briefing session (sessions reduced re falling demand)
	Childcare home approval scheme promoted to parents and potential childcare staff in areas needed	April 2014 - onwards	Existing FIS funding	Becky Wickett	13 Approved Childcarers in the Vale but only 1 has agreed to be promoted to parents.	13 Approved Childcarers in the Vale but only 1 has agreed to be promoted to parents
	Information is gathered by FIS as to those childcare providers who offer weekend care, flexible care for shift workers	April 2014 – onwards	Existing FIS funding	Becky Wickett	21 childcare settings offer wknd care; 30 offer evening / late care; 60 offer flexible care for shift workers.	20 childcare settings offer weekend care, 33 offer evening/late care, 64 offer flexible care for shift workers, 21 offer early opening before 7:30am.
	Funding is provided to successful applicants to develop childcare in identified areas	June 2014 - onwards	Out of School childcare Funding	Debbie Maule	<b>21</b> children in need and <b>17</b> children with a disability/additional need have received an assisted childcare place. <b>15</b> children on the autistic spectrum attended a week long provision during the summer holiday.	<b>45</b> children in need and <b>23</b> children with a disability/additional need have received an assisted childcare place. <b>16</b> children on the autistic spectrum attended a week long provision during the February holiday.

					<p>Presently, <b>12</b> out of school childcare providers have received funding for sustainability. <b>32</b> young people (aged 7 – 18yrs) with a disability attended holiday schemes in May and summer holidays. <b>16</b> children in need attended Easter, <b>16</b> in May, <b>20</b> during the summer holidays, <b>18</b> during October and approx. <b>16</b> due at the February holiday scheme.</p>	<p>Presently, <b>12</b> out of school childcare providers have received funding for sustainability. <b>32</b> young people (aged 7 – 18yrs) with a disability attended holiday schemes in May and summer holidays. <b>25</b> children in need attended Easter, <b>24</b> in May, <b>103</b> during the summer holidays (across 4 different venues), <b>26</b> during October and <b>24</b> due at the February holiday scheme.</p>
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