



Gwasanaeth Blynyddoedd Cynnar a Gofal Plant

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Early Years & Childcare Service

Flying Start Expansion Awareness Session

Non-Maintained Childcare Settings

<http://www.caerphillyearlyyears.co.uk/flyingstart>





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Agenda

- Introduction
- Flying Start expansion
- Becoming a Flying Start provider
- Placement quality
- Safeguarding
- Additional Learning Needs (ALN)
- Flying Start childcare application process
- Assisted places process
- Additional Support – Emerging Needs Process
- Questions

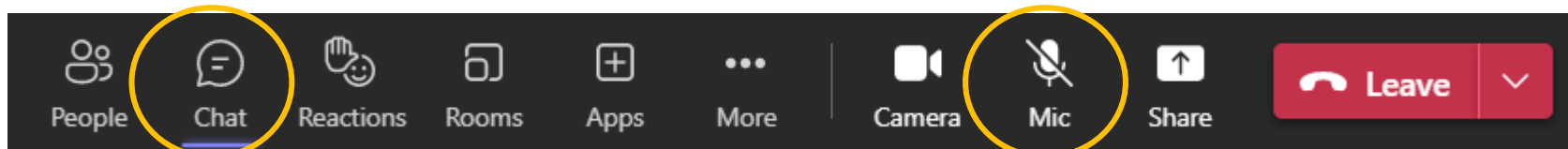


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Session format

- We have a lot to tell you about
- Keep your mic turned off (on mute)
- Keep cameras on where possible
- Please add questions in the chat
- FAQs will be circulated
- Presentation will be shared





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Introduction and Flying Start Expansion

Sarah Mutch – Early Years and Partnerships Manager





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Introduction

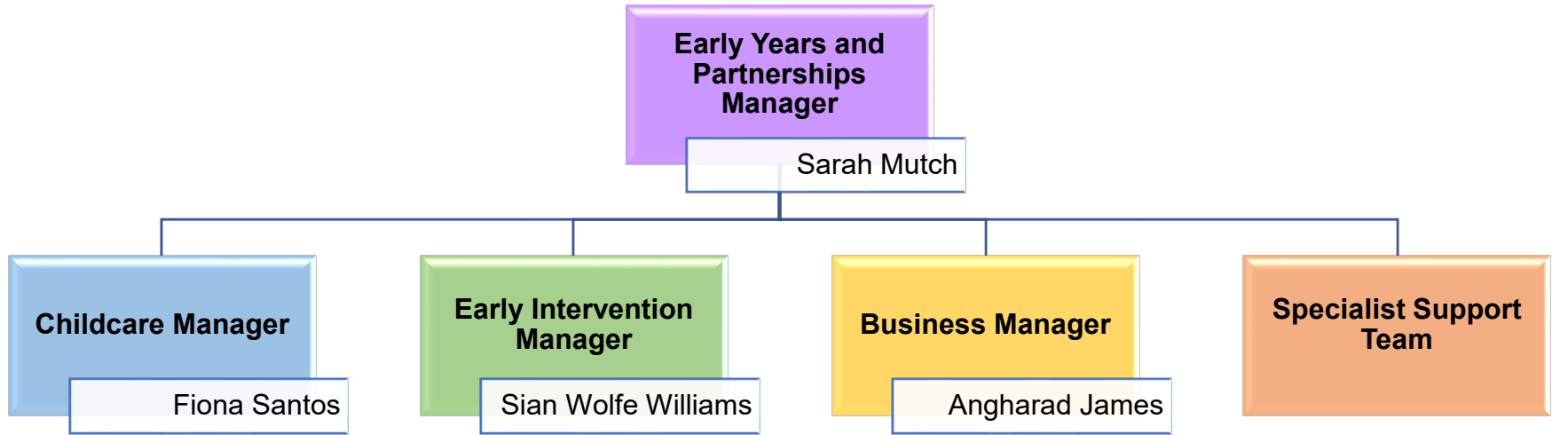
- Early Years and Childcare Service – teams overview
- Flying Start is expanding – lots more areas
- Aim to explain the processes for 1. Funded Placements as well as 2. Additional Support
- Dynamic Purchasing System (DPS) – what is it?
- Eligible age for a possible placement – Flying Start, Assisted Place, Early Years Education, Childcare Offer
- Why do we fund a placement? What's the purpose?
- Overview of the different lots on the DPS



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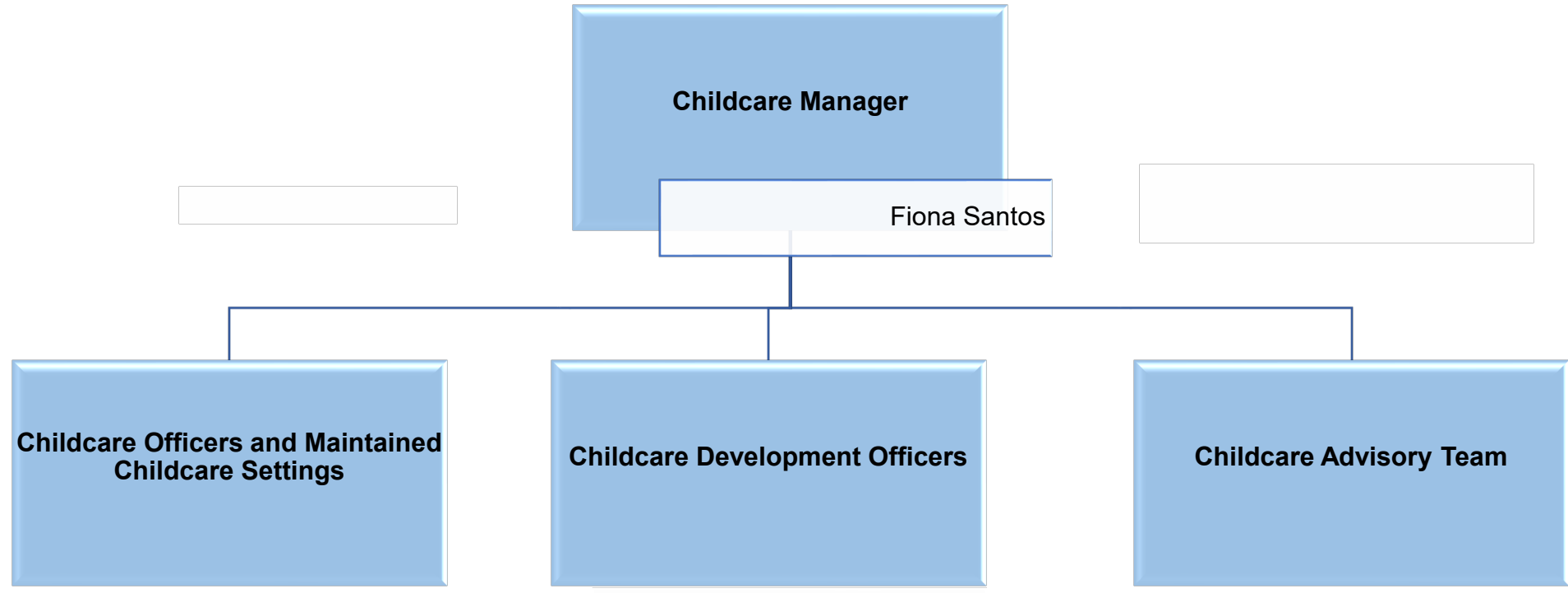


Introduction – Early Years and Childcare Service



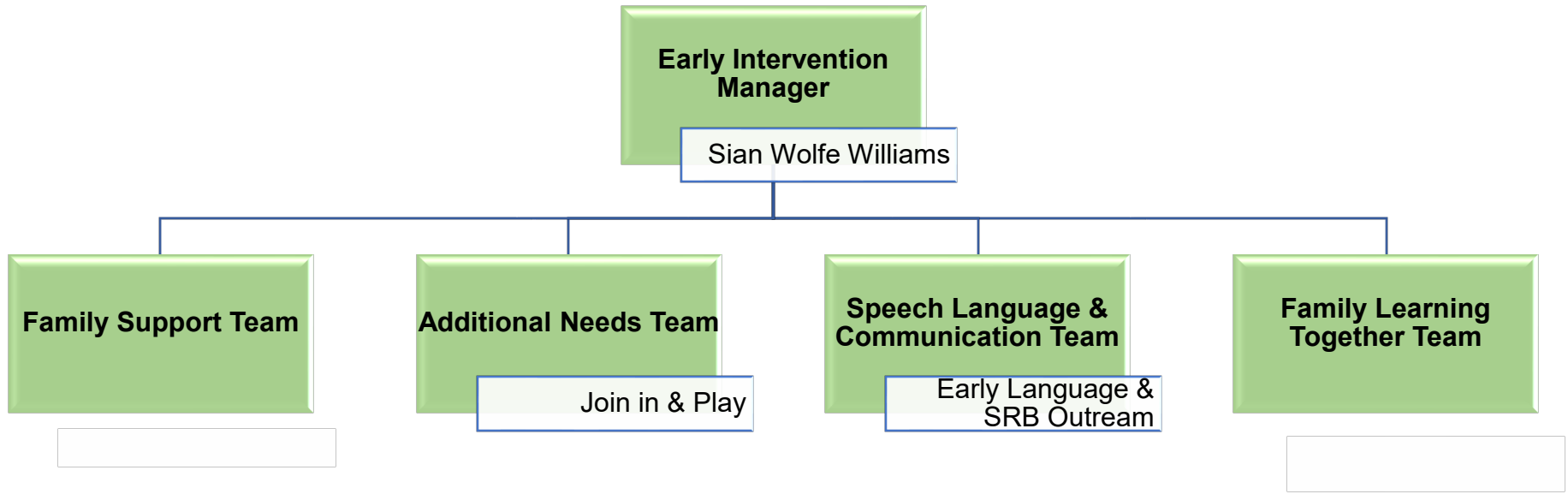


Introduction – Childcare Team



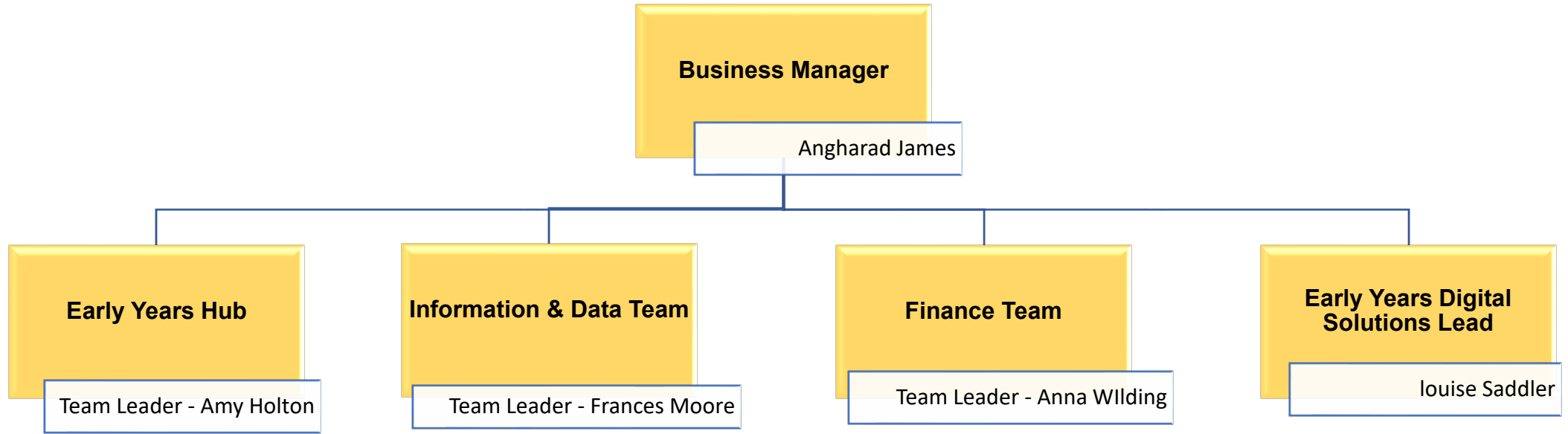


Introduction – Early Intervention Team





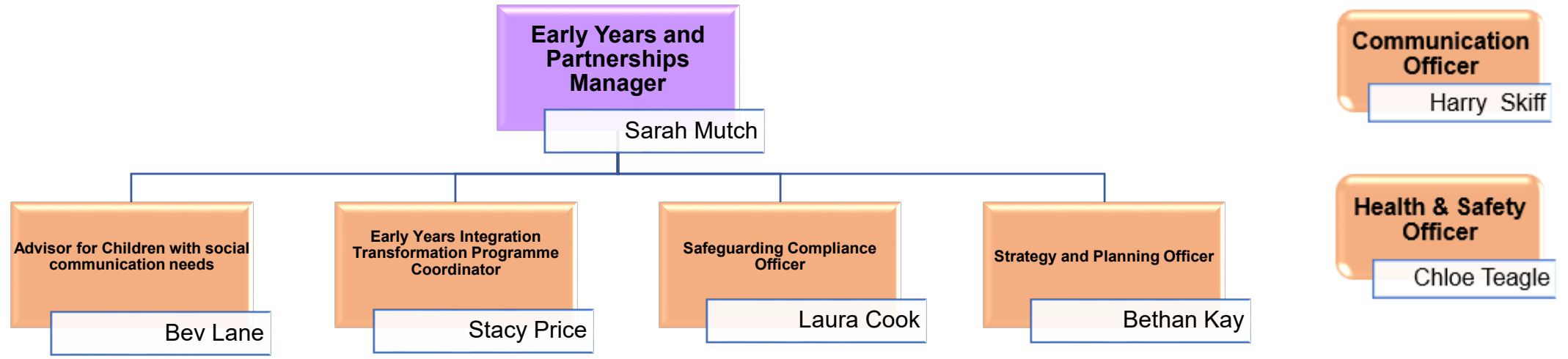
Introduction – Performance and Business Support Team





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Introduction – Specialist Support Team





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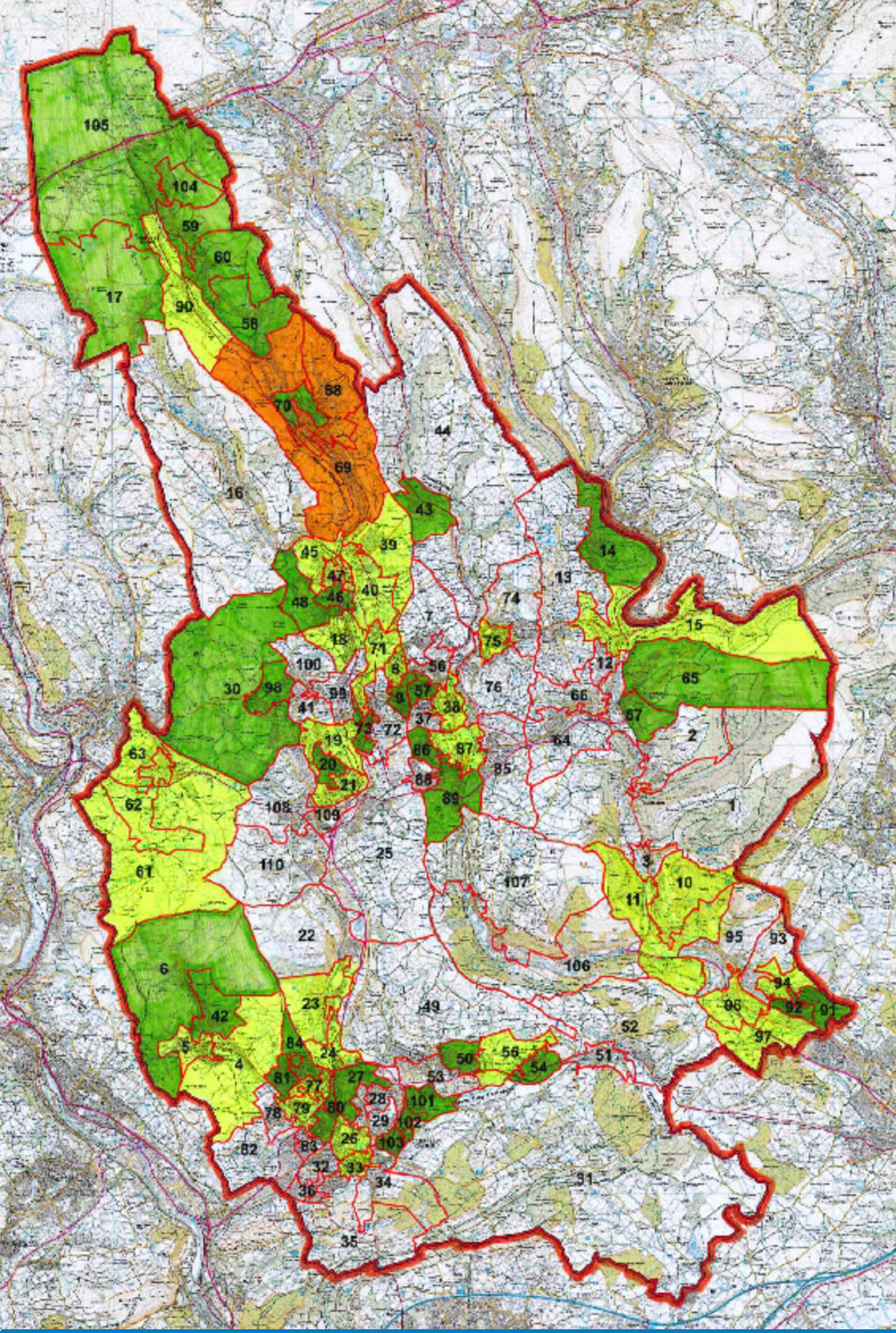
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Flying Start Expansion

- Focus is Flying Start Childcare only from 17th April 2023
- However, early intervention is borough wide already from April 2021
 - Early Years Health Visitors, Family Support, Join in and Play, Early Language
- Flying Start funded placements only with providers approved from DPS
- Only fund children resident in Caerphilly borough eligible postcodes
- Flying Start placement = 2.5hours x 5 sessions per week x 39 weeks (TTO)
 - £15 per session so up to £75 per week
 - Statement of Purpose – clear sessions, times, days, etc.
- Where are the postcodes? (postcode checker is essential)



Area	LSOs covered	Current Flying Start Area	Expansion Flying Start Area April 2023
Aberbargoed	Aberbargoed 1, Aberbargoed 2	No	Yes
Abertridwr & Senghenydd (Aber Valley)	Aber Valley 1, Aber Valley 2, Aber Valley 3, Aber Valley 4	Yes	Yes
Abertysswg	Moriah 1	Yes	Yes
Bargoed	Bargoed 1, Bargoed 2, Bargoed 3, Bargoed 4	Yes	Yes
Blackwood	Blackwood 2, Blackwood 4	Yes	Yes
Caerphilly Town	St. Martins 2, Morgan Jones 1	No	Yes
Cefn Fforest	Cefn Fforest 1, Cefn Fforest 2	Yes	Yes
Churchill Park	Morgan Jones 2	Yes	No
Crosskeys	Crosskeys 1, Crosskeys 2	No	Yes
Crumlin	Crumlin 4	No	Yes
Fairview	Pengam 2	Yes	Yes
Fochriw	Darren Valley 2	Yes	Yes
Gelligaer	St. Cattwg 1, St. Cattwg 5	Yes	Yes
Gilfach	Gilfach	No	Yes
Graig-y-Rhacca	Bedwas Trethomas and Machen 6	Yes	Yes
Hendre	Penyrheol (Caerphilly) 1, Penyrheol (Caerphilly) 3	No	Yes
Hengoed	Hengoed (Caerphilly) 1, Hengoed (Caerphilly) 2, Hengoed (Caerphilly) 3	Yes	Yes
Lower Llanbradach	Llanbradach 2, Llanbradach 3	No	Yes
Lower Rhymney	Moriah 2, Moriah 3	Yes	Yes
Markham	Argoed (Caerphilly) 1	Yes	No
Nelson	Nelson 1, Nelson 2, Nelson 3	No	Yes
New Tredegar	New Tredegar 1, New Tredegar 2	Yes	No
Oakdale Village	Penmaen 2	No	Yes
Pantside	Newbridge 2, Newbridge 4	Yes	Yes
Pengam	Pengam 1	No	Yes
Penllwyn	Pontllanfraith 2, Pontllanfraith 5	Yes	No
Penyrheol	Penyrheol (Caerphilly) 5, Penyrheol (Caerphilly) 8	Yes	Yes
Phillipstown	New Tredegar 3	Yes	No
Pontllanfraith	Pontllanfraith 3	No	Yes
Pontlottyn	Pontlottyn	No	Yes
Risca	Risca East 2, Risca East 2, Risca East 4	Yes	Yes
St James	St. James 2, St. James 3, St. James 4	Yes	Yes
Trecenydd	Penyrheol (Caerphilly) 4	Yes	No
Trethomas	Bedwas Trethomas and Machen 2, Bedwas Trethomas and Machen 7	Yes	Yes
Trinant	Crumlin 3	Yes	Yes
Ty Isaf	Risca West 2, Risca West 3	No	Yes
Upper Rhymney	Twyn Carno 1, Twyn Carno 2	Yes	Yes



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Flying Start expansion: Welsh language focus

- Commitment to 1 million Welsh speakers by 2050
- Must develop more Welsh medium childcare places
- Need to increase Welsh language used in English medium childcare settings
- Road to Bilingualism
- Welsh language courses
 - Umbrella organisations – advertising directly to members and more widely
 - Free courses for Education workforce vis the online training portal [Croeso - welcome | Learn Welsh \(www.learnwelsh.cymru\)](#)
- Support from the Early Years team



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Becoming a Flying Start Provider

Fiona Santos – Childcare Manager





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Dynamic Purchasing System – DPS

- DPS is new name for the Framework
- Requirement for CCBC under financial regulations
- It is a legally binding contract between the childcare provider and CCBC to deliver any funded Childcare placements on behalf of the Local Authority.
- 3 Lots –
 - Lot 1 - Early Years Education
 - Lot 2 - Flying Start Childcare
 - Lot 3 - Assisted and Supported Places.



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How to get on to the DPS

- Register on:
 - Sell2Wales www.sell2wales.uk
 - Registration is free, and the Common Procurement Vocabulary Codes (CPV) are:
 - 80100000 – Primary Education
 - 80110000 – Pre-school Education
 - 85312110 – Child Day Care Services
 - CCBC Proactis Plaza our e-tendering system <https://supplierlive.proactisp2p.com>
 - Help – Jemma Ford fordj1@caerphilly.gov.uk
 - Go to Opportunities and search for key words – ‘childcare’



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DPS Continued....

- Read the Specifications/Appendices for each Lot carefully in 'General' tab
- Complete the DPS on line application 'Questions' – much simpler process than before
- Highlight which LOTS you are applying for
- Submit to Procurement and also notify both Helen Sellwood Sellwhl@caerphilly.gov.uk and the Early Years inbox by email to alert us: earlyyears@caerphilly.gov.uk
- Once all details are checked by Procurement, Early Years team are notified and you will be placed on the DPS.
- Award letters will be sent to you



DPS Continued....

- Early Years Officers will complete the Pre-delivery Checks with providers to ensure you meet all the requirements to deliver:
 - Qualifications
 - ITERS/ECERS
 - CQS, HEY
 - Toolkits
 - Policies
 - Training, etc
- Once these checks are complete you will be places on our 'Active' list of providers for the LOTS applied for.
- You will be set up on Caerphilly Connects to give you access to paperwork including the ICP's



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DPS Continued....

- LOTS can be updated at any time – contact Procurement for information
- DPS will remain 'open' for new applicants
- Dewis is updated by us so parents can search for approved Flying Start settings.
- Early Years Officers will continue to review providers via GAPS forms (Contract compliance)



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Placement Quality

Laura Chislett - Childcare Advisor Lead





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Quality Childcare

- High quality childcare is essential to children's development ensuring they have the best possible start on their journey.
- It promotes language, cognitive, social and emotional skills, physical development and the early identification of additional needs.
- There are 3 key measures of quality in a successful Flying Start childcare setting:
 - A high quality environment;
 - High quality people; and
 - A high quality experience for the child
- To support the Flying Start Children there must be a 1 to 4 staff to child ratio
- Leaders will have achieved or are working towards, Level 5 Children's Care Learning and Development qualification.
- Childcare Assistants will have at least a suitable Level 3 childcare qualification, and suitable experience.



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Childcare Advisory Team



- Each Setting will be allocated a named Childcare Advisor.
- The Advisors support settings to develop and maintain quality childcare by monitoring the quality of planning and activities on offer to support child development and offering advice on enhanced provision
- All childcare staff must undertake at least five Continuous Professional Development (CPD) training events per academic year, as supported by the Flying Start Childcare Advisor.
- All settings will need to achieve: Infant and Toddler Environment Rating Scale (ITERS) Level 3 or better in overall judgement which will include a Level 4 or better in both 'Language and Literacy Section' and 'Interaction Section' prior to delivery of Flying Start Places.
- The team work closely with settings to develop inclusive provision, including child observations, role modelling strategies in setting and delivering training to support individual children's needs.



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Safeguarding

Laura Cook – Early Years Safeguarding Compliance Officer





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Safeguarding requirements and support

- Have a safeguarding audit completed then reviewed every 3 years or sooner if required, to ensure that safeguarding policies, processes and paperwork within your setting follow CCBC guidance and comply with the Wales Safeguarding Procedures. (DSO's in place, strong safeguarding policy)
- Continuous safeguarding support and advice and a link to help form good working relationships with other professionals such as Early Years family support/ JIAP/ Speech and language practitioners and Health Visitors.
- Setting visits and in house safeguarding training on specific subjects you feel would benefit your staff and setting.
- Keep you up updated on new and revised policies/ topics as and when they come into force.



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Safeguarding training opportunities

- **TIER 2 Understanding Safeguarding Children and Adults** - is designed for those employees/volunteers whose role will bring them into contact with children, young people and adults even if they may not work directly with them so may have limited contact, within 6 months of commencing employment they must complete the half day Understanding Safeguarding Children and Adults. This Tier 2 half day course should be repeated every 3 years.
- **Violence against women, domestic abuse and sexual violence (VAWDASV) group 1 and group 2 training** – is designed for all employees and volunteers to recognise the signs and symptoms of violence against women, domestic abuse and sexual violence. Group 1 training must be completed before being able to attend the group 2 training. These half day courses are delivered by Gwent Safeguarding Board and should be repeated every 3 years.
- **Duty to Report writing sessions** – designed for managers/leaders/ deputies/ DSP's of organisation to give them a better understanding of when a DTR needs to be submitted and looking at what a bad and good DTR looks like.
- **Section 5 allegations (Practitioner concerns and allegations)** – This is designed for all employees/ volunteers to gain a better understanding of the Section 5 process and to understand that it is EVERYONE's duty to report concerns regarding colleagues or any persons in a position of trust.



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ALN and Emerging Needs

Sarah Mutch - Early Years and Partnerships Manager





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ALN and Emerging Needs

- Requirement to have an inclusion lead – someone responsible in the setting
- ALN Modules training
- Additional training e.g. Intensive Interaction, Learning Language and Loving It, Curiosity Approach and Attention Autism, or something more specific to the child in your setting like BSL, Signalong or PECS
- Childcare Advisors and other specialists to support implementation of the strategies
- Early Intervention team – important for consistent targets / interventions
- Support the child to access the environment independently and confidently



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Flying Start Childcare Application Process for Parents

Louise Saddler – Digital Solutions Lead





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Flying Start Childcare application process

1. Parent checks eligibility (child's date of birth and postcode)
2. Parent completes application form
3. Approval received by parent
4. Parent arranges placement directly with childcare provider
5. Childcare provider completes Individual Child Placement (ICP) form with the parent
6. ICP approval is received by provider and parent confirming start date, end date and funded hours
7. **Funding can now start!**



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Who can apply?

- Online postcode checker
- Application window – this is to control when applications are coming in and parents aren't applying too early. Parents will come to you at one point
- Can apply after the preferred application window ends
- Early Years Workers will support families to apply and at the right time
- Early Years Hub can also support families to apply

Is your child eligible for Caerphilly Flying Start childcare?

Do you have a child aged 0 - 3 years 11 months and live in the Caerphilly county borough?

If so please enter your postcode to see if you're eligible for Caerphilly Flying Start childcare.

Please use uppercase letters, i.e CF11 1AA

[Check your postcode](#)



Application form

- Online form on website
- Upload evidence of child's age and address
- Evidence won't need to be checked by the setting going forward
- Child and parent details added
- Ensure they click Submit
- Confirmation email of receipt

Supporting documents Supporting documents - proof of child's age Supporting documents - proof of address Confirmation

< Previous Cancel Next >

Flying Start Childcare #16135275 | Supporting documents - proof of child's age

Proof of child's age

Please attach one of the following:

- Birth certificate (long version) or,
- Birth certificate (short version) with proof of parental responsibility or,
- Other evidence of parental responsibility (e.g. Child Benefit letter or Tax Credits letter)

Please attach here

+ Add files... Start upload

Selected/Uploaded files

Preview	Filename	Action	Size(KB)
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Application decision

- Early Years Hub review application and evidence
- All approval emails will be sent at the same time (if apply within the preferred application window)
- Email will include Child's Name, Eligibility Code and Eligibility start and end date
- List of Flying Start Childcare providers
- If declined the email will explain why

Dear Parent / Guardian,

We have processed your application for Flying Start childcare and are pleased to confirm that your eligibility has been confirmed as follows:

- Child's name: #MERGE_CUST_1# #MERGE_CUST_2#
- Eligibility code: #MERGE_CUST_3#
- Eligibility term/eligibility dates: #MERGE_CUST_4#

Important next steps

You now need to arrange your placement with your preferred Flying Start approved childcare setting who will need to complete an **Individual Child Placement (ICP) Form** with you. Funding cannot start until we have approved the ICP and confirmed the funding start date, end date and funded hours.

Visit our webpage [Flying Start Childcare](#) and read the contents in full, paying particular attention to the sections **Finding a Flying Start childcare setting** and **Before funding can start**.

If you need help finding childcare, contact the Early Years Hub.

Kind Regards

Early Years Hub

Email: earlyyearshub@caerphilly.gov.uk

Tel: 01443 863232



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Finding a setting on Dewis

- It is the responsibility of the parent to find a childcare setting and arrange the placement
- Approval email will include a link to a list of Flying Start childcare providers on Dewis
- Important to make sure your Dewis resources are up-to-date and have not expired
- Description must have the words Flying Start. These have been added so do not remove.
- Please do not remove any hashtags # from the description
- Approval email will include a link to further advice on choosing childcare



Home About this site What matters to you? Events Manage resources Enquiries Training Reports Resource coverage

Q Your search results Refine your search

Basic search options...

- You searched for 'flying start'.
- You chose results within 'Caerphilly'.
- We found **41** matches.
 - Playgroup (32)
 - Day Nursery (7)
 - Child minder (2)
- We're displaying results 1 - 10 on this page. We're ordering your results by relevance



Your search results



Flying Start Fochriw - Playgroup

Playgroups cater mainly for children aged 2½ to 5 years, usually for 2 to 3 hours in the morning or afternoon and mainly during term time. Cylchoedd Meithrin are Welsh-medium playgroups which give children an opportunity to become bilingual (in English and Welsh).
 ☎ 07783 766750
 ✉ Fochriwflyingstart@caerphilly.gov.uk



Flying Start Gelligaer - Playgroup

Playgroups cater mainly for children aged 2½ to 5 years, usually for 2 to 3 hours in the morning or afternoon and mainly during term time. Cylchoedd Meithrin are Welsh-medium playgroups which give children an opportunity to become bilingual (in English and Welsh).
 ☎ 01443 837072
 ☎ 07825 634160



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Individual Child Placement (ICP) Form

- Online form
- Hosted on a new webpage 'Flying Start for Childcare Providers'.
www.caerphillyearlyyears.co.uk/FlyingStart/Providers
- This must be completed with the parent
- Include the Eligibility code
- Funding cannot start without an approved ICP
- Same for Assisted Places – dedicated page and form



Caerphilly Connect

Login

[Forgot password?](#) [Register now](#)

[Cymraeg](#) [English](#)



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ICP - Logging into Caerphilly Connect

- Only Flying Start childcare providers can access the online form
- Caerphilly Connect account will be created for your setting. **Don't need to do this yourself**
- Flying Start providers will receive an email with the details and how to login next week.
- Dashboard to view submitted forms (Service requests) and part completed forms (Draft service requests) <https://caerphilly.mycouncilservices.com>
- Guidance available on website

CAERPHILLY
CONNECT

Language My account

How can we help?

Bin collection day
Find your bin collection day

News
Read the latest news from your council

Stay Connected
Sign up for email alerts on the services that matter to you

Bus timetables
View the latest bus timetables

Have your say
View latest consultations

What's on
View latest events and activities

Service requests

Draft service requests

Contracts

Caerphilly County Borough Council

Penallta House
Tredomen Park,
Ystrad Mynach,
Hengoed, CF82 7PG,
UK

Address

http://www.caerphilly.gov.uk
Web



Completing the ICP

Form has 6 sections:

1. About this form
2. Privacy notice
3. Provider and child details (inc. child eligibility code)
4. Childcare arrangements
5. Declaration
6. **Submit** for approval



[< Previous](#) [Cancel](#) [Save](#) [Next >](#)

Flying Start Childcare - Individual Child Placement Form #16152473 | Childcare arrangements

Please note

When making arrangements for Flying Start funded childcare, the total number of hours must not exceed 5 hours per day and total 12.5 hours per week. Any hours in addition to this will be a private arrangement between you and the parent/guardian.

Details of the Flying Start funded childcare agreed

*Funding start date
17-04-2023

*Funding end date
21-07-2023

*Number of Flying Start funded childcare sessions booked per week
5 (12.5 hours)

*Has Flying Start Additional Support Funding been agreed by the Early Years Emerging Needs Panel for this child?
 Yes
 No



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ICP Approval

- Please allow 10 working days for your ICP form to be processed
- Approval email sent to provider and parent
- Email will include **funding start date, funding end date and number of funded hours**
- Check spam or junk mail folders
- **Flying Start funding can now start!!**

Dear Childcare Setting,

We are pleased to inform you that we have processed the Individual Child Placement Form as part of the Flying Start Programme and can confirm that the following childcare will be funded:

- Setting name: #MERGE_CUST_6#
- Eligibility code: #MERGE_CUST_1#
- Child's name: #MERGE_CUST_5#
- Date of birth: #MERGE_CUST_4#
- Funding start date: #MERGE_CUST_2#
- Funding end date: #MERGE_CUST_7#
- Funded childcare sessions per week: #MERGE_CUST_3#

If there are any changes to this placement a new ICP must be submitted.

A copy of the email has also been sent to the parent/guardian.

Early Years Hub
Email: earlyyearshub@caerphilly.gov.uk
Tel: 01443 863232





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Payments


- Monthly in arrears
- Don't need to submit an invoice
- Paid on hours approved in the ICP
- Attendance will be monitored via registers
- Remittance by email with payment breakdown

Caerphilly Early Years and Childcare – Flying Start Childcare Remittance Advice

 Saddler, Louise
 To  Saddler, Louise

  Reply  Reply All  Forward  

Mon 16/01/2023 16:42

 If there are problems with how this message is displayed, click here to view it in a web browser.

Dear Childcare Provider,

Please see below a breakdown of your monthly payment for Flying Start Placements for January 2023.

It is your responsibility to check the breakdown of your payments and contact us immediately if there is any information that is incorrect. Please retain this email for your financial records.

Please be advised the session rate for 2022/2023 has increased to £15.

Provider	Child Initials	No of sessions per week	No of weeks attended	Total payment (£)
Louise's Daycare	JM	4	3	180
Total Monthly Payment for January 2023 : £180				

Regards
 Early Years Team
 Cyngor Bwrdeistref Sirol Caerffili | Caerphilly County Borough Council

01443 863232



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Website presence

- These pages, including the application form, will be live on 1 February
 - Childcare providers: <https://www.caerphillyearlyyears.co.uk/childcare/flying-start-provider-info>
 - Parents: <https://www.caerphillyearlyyears.co.uk/childcare/flying-start-funded-childcare>
- Page will include a list of FAQs. These are currently being finalised and will include any questions raised today
- Accessibility toolbar for any families with literacy or language difficulties
- Now for a quick demo



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Assisted Places

Sian Wolfe-Williams – Early Intervention Manager





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Assisted Places

- A funded childcare placement to support a child with emerging development needs
- For the term before they start Early Years Education
- Placement provides targeted intervention to identify the child's needs prior to start of Early Years Education
- Up to 4 sessions at 2.5 hours a week (over a minimum of 2 days and a maximum of 4 days, term time only)
- Children accessing these places would normally been known to Portage or Join in and Play
- Less flexibility from April 2023 due to CDF funding ceasing



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Assisted Places - Process

- All requests for an Assisted Place will be discussed at a What Matters meeting
- You can request a What Matters meeting via email (Earlyintervention@caerphilly.gov.uk)
- If agreed, targets / strategies (What do I need a little help with ? How can you help me?) will be agreed and the information transferred to a One Page profile
- The group agrees who has the key relationship with the family and this worker will support the family to secure a placement . The key worker may be providing an intervention to the family throughout the placement.
- The family and key worker will be informed of the meeting outcome via email



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- The family are responsible for finding and securing a suitable placement. Support is provided by the key worker who also has the agreed targets and strategies (agreed at the What Matters meeting).
- To help there is information on the Early Years website including an Approved Assisted Places provide list.
- Once the family has sourced a placement, the childcare setting completes the One Page profile during registration. A copy is given to the family
- The childcare setting completes the Assisted Places Individual Childcare Placement Form with the family and submits this along with the One Page profile



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- The family and setting will receive confirmation of the placement via Email. This confirms the funding period. The placement cannot start before this date.
- The Childcare Advisor team is also informed of the placement and an Advisor will contact the setting and key worker to support the placement. This could be with the sharing of strategies, training needs, or to support a PCP transition meeting.
- Setting will receive an attendance register and submit this weekly
- Payments are automatically scheduled monthly in arrears following submission of register
- £5 an hour, up to 10 hours a week. Sessions are 2.5 hour blocks



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- Each Assisted Place is reviewed by the Childcare Advisor halfway through the placement, focusing on the targets/strategies in the One Page Profile. The Advisor will update all professionals involved.
- If the setting or the key worker has any concerns about the child not meeting the targets/strategies, they must contact the Childcare Advisor for a discussion
- If it is thought that a child needs additional support in a setting this must be discussed at the Emerging Needs Panel
- At the end of the placement the Childcare Advisor will review the targets / strategies to assess progress and update the One Page profile . This is then shared with all professionals involved plus the school / Early Years Education provider (confirmed by the family and setting) to support transition



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Additional Support - Emerging Needs Process

Sarah Mutch - Early Years and Partnerships Manager





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Additional Support – Emerging Needs process

- Same process for any funded placement if a child may need support
- Emerging Needs Support Request form must be completed with the evidence of the child's needs in the setting context
- Form should be completed by worker with the family, (and the setting, Advisor or anyone else involved) to give the whole picture of need
- Panel members, panel presenters, frequency of panel
- Panel agrees level of support, email confirmation to parent & worker
- Worker supports parent to book the childcare place & support
- ICP comes back to Early Years and we link the place with the support
- Before placement starts information must be shared e.g., PCP transition meeting with Childcare Provider, Advisor, Parent, Early Years Worker, Health specialists



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Questions

Please add to the chat or email earlyyearshub@caerphilly.gov.uk



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We're here to help...

Early Years Hub

Email: earlyyearshub@caerphilly.gov.uk

Tel: 01443 863232

Or contact your Childcare Officer