

Minutes of Provider Forum

Richmond Room, CTC, Twickenham

Wednesday 17 November 2010

Present:

Providers:

Jenny Budgen	Kings House Nursery	Laura Hookway	Brook House Nursery
Megan McClellan	Milkshake Montessori	Aleksandra Knott	Brook House Nursery
Imogen Murphy	Denmead School	Jane Clark	Sacred Heart Kindergarten
Debbie Larkin	Teddington Methodist	Fiona Rizzo	Kew College
Sue O'Byrne	Teddington Methodist	Joanne Brackenbuy	Kew College
Sangeeta Gardiner	Windsor Kindergarten	Emma Allen	Hollygrove Nursery School
Anna Brecht	Kings Road Nursery	Ann Mayer	Wings Nursery
Sarah Merry	Hillpark Nursery	Eileen Tiahlo	Sunflower Montessori
Quita Capper	Parkway Nursery	Deborah Shingleton	Sunflower Montessori
Jacqueline Cammidge	Hampton Hill Nursery	Kim Simpson	Studio Montessori
Juliet Williams	Vicarage Nursery School	Jill Collins	Athelstan House School
Charlotte Hillier	Vicarage Nursery School	Susan Dann	The Pavilion Montessori School
Lotte Hunter	Building Blocks Childcare	Karen Papirnik	Jack and Jill School
Gemma McCarroll	Building Blocks Childcare	Maria Gavrilava	Azbuka Russian Nursery School
Julie Windsor	The Riverside Playgroup	Norton York	Broomfield School
Ashley Cornwell	Tic Toc Nursery School	Celia Tilli	Montys Nursery
Debbie Osmond	Aston Pierpoint @ HCC	Caroline Churchman	Twickenham Prep School
Lisa Lowden	Sunshine Nursery		
Julia Hunter	Rainbow Nursery School		
Debbie Martin	Happy Hut Pre School		
Guest:			
Mary Castledine	Way to Work Service Manager	David Saunders	Initial Contact Project Manager
Early Years Team:			
Sue Ritson Head of Early Years	Claire Grayson Consultant EY Professional	Rachel Turner Foundation Stage Strategy Manager	Helen Swan Early Years Consultant
Ian Sutton Children's Centres Strategy and Development Manager	Margaret Monori Early Years Consultant	Jonathan Rourke Early Years Consultant	Clare Inman 2 Year Olds Outreach Worker
Nadia De Jesus Early Years Consultant	Melanie Adams Early Years Office Manager	Janet Roberts Early Years Consultants	Angela Howard Early Years Administrative Assistant

Lucy Chester
Early Years
Consultant

Helen McNally
Early Years
Consultant

Jane Knight
Business Support
Manager

Minutes

1. Welcome and Introductions

1.1 Sue Ritson welcomed everyone to the meeting.

2. Way to Work

2.1 Mary Castledine spoke about Way to Work apprenticeships. Job opportunities are needed for young people aged 16 -18 to develop their work skills in childcare. The apprenticeships are accredited NVQ level 2 and level 3. Starting salaries £100.00 per week.

For more information please visit <http://www.waytowork.org.uk/> or email waytowork@richmond.gov.uk

3. Single Point of Access (SPA)

3.1 David Saunders attended the meeting to speak about the Single Point of Access (SPA). SPA is the first point of contact for all safeguarding issues into Children's Services. Please find SPA contact details below:

Phone: 020 8891 7969

Email: spa@richmond.gov.uk

Monday to Thursday - 9.00am to 5.15pm

Friday - 9.00am to 5.00pm

Out of hours please contact the Emergency Duty Team on 020 8744 2442.

For more information please visit http://www.richmond.gov.uk/child_protection

Childcare providers need to replace old posters regarding the Initial Response Team with new SPA posters. If you have not received an email with the new poster please email early.years@richmond.gov.uk

4. Changes arising from the policy on NEG funding for 3 and 4 year olds and the impact of changes to counting places arising from the Single Formula Funding pilot

4.1 Karl Hildebrandt spoke about changes arising from the policy on NEG funding for 3 and 4 year olds and the impact of changes to counting places arising from the Single Formula Funding pilot. Please see attached presentation.

Link to Frequently Asked Questions

http://www.richmond.gov.uk/neg_faq_s_for_website_-_providers-2.pdf

Please send examples of good practice regarding invoicing that you are willing to share with other childcare providers to early.years@richmond.gov.uk

5. Workforce Development – navigating the web pages and booking training online

5.1 Claire Grayson demonstrated how to use the workforce development web pages to book online training. A newsletter with training dates will be available shortly.

http://www.richmond.gov.uk/home/education_and_learning/workforce_development.htm

Please find Workforce Development contact details below:

Email: workforcedev@richmond.gov.uk

Phone: 020 8487 5345

6. Date of Next meeting

- 10.1 The next meeting will be held on 9 February 2011 at 16.30 Curriculum and Training Centre