

## Minutes of Provider Forum

Richmond Room, CTC, Twickenham

Wednesday 9 February 2011

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### Present:

#### Providers:

|   |   |  |   |
|---|---|--|---|
| <b>Imogen Murphy</b>  | Denmead School  | <b>Deborah Shingleton</b>                                    | Sunflower Montessori                                |
| <b>Karen Papirnik</b>   | Jack and Jill School  | <b>Eileen Tiahlo</b>   | Sunflower Montessori                                |
| <b>Susan Dann</b>   | The Pavilion<br>Montessori                                    | <b>Beverley Williams</b>                                     | St Catherine's School                               |
| <b>Caroline Holyoak</b>                                       | The Montessori<br>Pavilion                                    | <b>Laura Hookway</b>   | Brook House Nursery                                 |
| <b>Debbie Osmond</b>  | Aston Pierpoint @<br>HCC                                      | <b>Julia Hunter</b>  | Rainbow Nursery School                              |
| <b>Julie Windsor</b>  | The Riverside<br>Playgroup                                    | <b>Sarah Merry</b>   | Hillpark Nursery                                    |
| <b>Joan Senior</b>  | Scamps  | <b>Pauline Taylor</b>  | The Barn Nursery                                    |
| <b>Debbie Cetra</b>   | Scamps  | <b>Ashley Cornwell</b>                                       | Tic Toc Nursery School                              |
| <b>Quita Capper</b>   | Parkway Nursery<br>School                                     | <b>Anna Brecht</b>   | Kings Road Nursery                                  |
| <b>Kerry McLoughlin</b>                                       | Greenacres Priory<br>Road                                     | <b>Carol Tyler</b>   | Squirrels Day Nursery                               |
| <b>Gemma Hodgson</b>  | Greenacres The Den  | <b>Jacqueline Cammidge</b>                                   | Hampton Hill Nursery School                         |
| <b>Juliet Williams</b>  | Vicarage Nursery<br>School                                    |  |   |
| <b>Emma Allen</b>   | Hollygrove Nursery<br>School                                  |  |   |
| <b>Apologies</b>  |   |  |   |
| <b>Elaine England</b>   | Lead Inspector<br>Curriculum and<br>Learning (EYFS to<br>KS3) | <b>Norton York</b>   | Broomfield House School                             |
| <b>Early Years Team:</b>                                      |   |  |   |
| <b>Sue Ritson</b><br>Head of Early Years                      | <b>Jonathan Rourke</b><br>EY Years Consultant                 | <b>Rachel Turner</b><br>Foundation Stage<br>Strategy Manager | <b>Margaret Monori</b><br>Early Years Consultant    |
| <b>Paul Forrest</b><br>Family Information<br>Services Manager | <b>Melanie Adams</b><br>Early Years Office<br>Manager         | <b>Helen Swan</b><br>Early Years<br>Consultant               | <b>Helen McNally</b><br>Early Years Consultant      |
| <b>Lucy Chester</b><br>Early Years<br>Consultant              | <b>Helen McNally</b><br>Early Years<br>Consultant             | <b>Jane Knight</b><br>Business Support<br>Manager            | <b>Karl Hildebrandt</b><br>Childcare Market Manager |

### Minutes

#### 1. Welcome and Introductions

1.1 Sue Ritson welcomed everyone to the meeting.

## **2. 2 Year Old Pilot Update**

- 2.1 Karl Hildebrandt gave an update on the 2 year old pilot scheme. Please see attached presentation.

## **3. Childcare Sufficiency Assessment Update**

- 3.1 Karl Hildebrandt gave an update on the Childcare Sufficiency Assessment. Please see attached presentation.

## **4. Family Information Service and database update**

- 4.1 Paul Forrest updated gave an update on the Family Information Service and database. Please see attached presentation.

## **5. Any Other Business**

- 5.1 Links to changes in London guidelines regarding safeguarding have been emailed to childcare providers. These guidelines are for childcare providers to refer to for information if needed. Safeguarding will be an agenda item at next provider forum to look at human resources for new managers. A safeguarding workshop will be held in March. Reminder to contact the SPA for information and advice

020 8891 7969

Email: [spa@richmond.gov.uk](mailto:spa@richmond.gov.uk)

Sue asked providers for their views regarding whether day care forum and provider forum should be combined or continue as two separate meetings. Please email [early.years@richmond.gov.uk](mailto:early.years@richmond.gov.uk) to provide feedback.

## **6. Date of Next meeting**

- 10.1 The next meeting will be held on Wednesday 22 June 2011 at 6.30 to 8.30 Curriculum and Training Centre