

# RCT CHILDCARE TEAM NEWSLETTER

ISSUE 09 • OCTOBER 2024

## HELLO AND WELCOME

TO THE AUTUMN EDITION OF OUR NEWSLETTER.

We hope you're all settling back into the new school year. Get in touch if you have any queries or suggestions for future additions.

### Meet the team



We are a small team but between us, we support over 200 childcare settings in RCT, as well as deal with Childcare Offer queries from Bridgend and Merthyr childcare providers.

#### Denise Humphries

Denise manages the team and is responsible for delivering the Childcare Offer on behalf of RCT, Bridgend and Merthyr County Borough Councils. She is also responsible for all strategic childcare developments, such as the Childcare Sufficiency Assessment and childcare capital projects.

#### Universal Childcare Development Team:

##### Sian Wood

Sian leads the universal childcare development team. She can support you with all aspects of your business and training. She also leads on developing new provision in areas of identified need.

##### Rachael Holley & Cerys Harvey-Judd

Rachael & Cerys support all aspects of childcare development, such as arranging training, supporting CIW registration and helping settings to improve/expand their businesses. Rachael also leads on keeping our Facebook page up to date.

#### Childcare Offer for Wales team:

##### Rhys Picton, Cathryn Williams & Ann Evans

Rhys, Cath and Ann deal with all aspects of Childcare Offer administration including parent applications and queries from providers. They are responsible for provider refresher training and engagement with parents. They also work with Registered Education Providers (REPs) and school admissions to allocate pre-nursery children. From September 2024, Cath will lead on English medium REP's and Ann will lead on Welsh medium REP's.

### Childcare team update

Welcome back to Sian Wood, our Childcare Development Officer, who has returned from her maternity leave.

In the summer term the team started visiting settings for one to one business health check meetings. These have been popular with providers so far and are an opportunity for you to tell us what challenges you have at the moment, what's going well and what we can do to help you run your businesses as effectively as possible. It is also a lovely way for us to meet you all and for you to put faces to the names in the team! Please take advantage of these meetings. They are to help us help you. We will be visiting as many settings through the Autumn term as possible, so please be patient and we will be in contact as soon as possible. If you would like a visit sooner rather than later, let us know and we will try our best to fit you in.

The CSA action plan has been updated for 2024/25. The focus will be on supporting the Welsh in Education Strategic Plan (WESP) by encouraging more children to access Welsh medium childcare services. We will also be continuing to promote childcare as a career and forging links with schools and colleges. For more information, go to [www.rctcbc.gov.uk](http://www.rctcbc.gov.uk).

The timetable of visits to parent groups is finalised for Autumn term. We can give parents information about the Childcare Offer, how to become a childminder, or signpost them to other, family related, services. We are always keen to visit new groups so if you run P&T/Ti a Fi group, get in touch and we will add you to our schedule. The timetable of our visits is shared via our social media channels every month.

Mae'r ddogfen yma ar gael yn y Gymraeg / This document is available in Welsh.



Llywodraeth Cymru  
Welsh Government



RHONDDA CYNON TAF

# National Minimum Standards

A reminder that the changes to the NMS must be implemented by **November 2024**.

These include:

- **First Aid**

The new ratio is 1 staff for every 10 children to hold a 12 Hour Paediatric First Aid Certificate. If any staff are left in sole charge of children (i.e. Childminding Assistants) they also require a 12 Hour certificate.

- **Childminding Assistants**

Any Assistant working within a childminding setting **MUST** complete their Introduction to Homebased Childcare (IHC). If an Assistant is working within your setting voluntarily they still need to complete the IHC unit to remain compliant with the NMS. We have a funding package available for Childminding Assistants in RCT, please contact us for more information.

- **Safeguarding**

There are new requirements for Safeguarding training, depending on your role within the childcare setting:

Group A – **ALL** staff working within a childcare setting, but not directly with the children (Admin, Cleaners, Caretakers, Committee Members, etc) must complete a **Group A training course**.

Group B: **ANY** staff working directly with the children must complete a **Group B training course**.

Group C: **ANY** staff with managerial responsibilities (Childminders, Nursery Managers, PIC & RI's, etc) must complete a **Group C training course**.

If staff need to complete a Group C session but have no experience of Safeguarding, they are recommended to first attend a Group B session before progressing to a Group C course.

# Provider satisfaction survey

Our annual provider satisfaction survey has just launched. It will be open until Friday 22 November and is your opportunity to feedback on how the team has done this year, what has worked well and what we can do to improve. Please use this opportunity to help us improve our service to you. Go to

[https://RCTCBC.welcomesyourfeedback.net/childcare\\_team\\_satisfaction\\_survey](https://RCTCBC.welcomesyourfeedback.net/childcare_team_satisfaction_survey) and complete the survey or keep an eye out for our email, sent via FIS, with the link to the survey.

## Childcare Career Choices workshop

Our Childcare Choices workshops for adults and young people interested in a career in the childcare sector continue to be popular. We have created short videos to use at these events, showcasing the variety of childcare settings available to work in. A huge thank you to the settings that agreed to take part in these videos. If anyone would like to view them, go to [www.rctcbc.gov.uk/childcareteam](http://www.rctcbc.gov.uk/childcareteam) (click on Information for Parents & Carers).

Our last workshop took place on 15 October at Pontypridd YMa. If you would like to be involved in future events, either by presenting to the group, offering a work placement or interested in apprenticeship opportunities, please get in touch.

## Training

**Our training programme for Autumn / Winter term is now available. Thanks to additional funding from Welsh Government, we can offer extra Safeguarding and First Aid courses, and these will be added over the coming months, to help you prepare for the NMS changes.**

Remember to let us know as soon as possible if you have booked training places but are no longer able to attend, as we can then offer that place to someone else. Non-attendance continues to be a problem, wasting money and meaning we can't

demonstrate that this funded training is needed by the sector. Introducing stricter restrictions for non-attendance has had a positive impact on attendance figures, but we still have some way to go. We would like to remind you if learners from your setting do not attend, without exceptional circumstances, **all staff** from the setting they work within will be unable to access any training offered by the childcare team for a period of two months.

If you would like more information on our training courses or have any comments on training that we may be able to source to support you please contact us at [childcareteam@rctcbc.gov.uk](mailto:childcareteam@rctcbc.gov.uk).



**Cynnig Gofal  
Plant Cymru  
Childcare Offer  
for Wales**

We are again offering our provider refresher training this term. These online sessions will be informal and cover the main issues that arise for parents and providers with the national system. They will also give you the chance to ask the team questions. The timetable for the year is below but is also available at [www.rctcbc.gov.uk/childcareoffer](http://www.rctcbc.gov.uk/childcareoffer) (click on Information for Providers).

Date	Time	Book place
Thursday 12 December 2024	6.00pm-7.00pm	<a href="https://www.eventbrite.co.uk/e/childcare-offer-provider-refresher-training-12th-december-tickets-1010363172447?aff=oddtcreator">https://www.eventbrite.co.uk/e/childcare-offer-provider-refresher-training-12th-december-tickets-1010363172447?aff=oddtcreator</a>
Wednesday 05 February 2025	6.00pm-7.00pm	<a href="https://www.eventbrite.co.uk/e/childcare-offer-provider-refresher-training-5th-february-tickets-1010368729067?aff=oddtcreator">https://www.eventbrite.co.uk/e/childcare-offer-provider-refresher-training-5th-february-tickets-1010368729067?aff=oddtcreator</a>
Friday 04 April 2025	1.30pm-2.30pm	<a href="https://www.eventbrite.co.uk/e/childcare-offer-provider-refresher-training-4th-april-tickets-1010370474287?aff=oddtcreator">https://www.eventbrite.co.uk/e/childcare-offer-provider-refresher-training-4th-april-tickets-1010370474287?aff=oddtcreator</a>
Tuesday 10 June 2025	6.00pm-7.00pm	<a href="https://www.eventbrite.co.uk/e/childcare-offer-provider-refresher-training-10th-june-tickets-1010372089117?aff=oddtcreator">https://www.eventbrite.co.uk/e/childcare-offer-provider-refresher-training-10th-june-tickets-1010372089117?aff=oddtcreator</a>
Wednesday 16 July 2025	10.30am-11.30am	<a href="https://www.eventbrite.co.uk/e/childcare-offer-provider-refresher-training-16th-july-tickets-1010375328807?aff=oddtcreator">https://www.eventbrite.co.uk/e/childcare-offer-provider-refresher-training-16th-july-tickets-1010375328807?aff=oddtcreator</a>

As well as the refresher training, here are a couple of reminders:

- **Funding is paid in arrears. However, you can claim weekly, and we'd encourage you to do this.**
- **Once we've approved parent applications, they must set up an agreement on the system with you for the agreed term time and holiday hours. They must do this by the **Sunday** each week to be able to claim funding from the week after.**
- **You must approve agreements by the **Thursday** each week for that agreement to show on your claim on the Friday.**
- **Children can still access the Offer in holiday periods, even if they are full time in school (until the September following their 4th birthday).**

Remember, if you are hosting any events, we're happy to attend to talk directly to parents. Also, if you want any posters or flyers to display in your setting, let us know and we can send that to you.

# ALN

Access & Inclusion are offering the following ALN training and support events over this academic year. Email [AandIService@rctcbc.gov.uk](mailto:AandIService@rctcbc.gov.uk) to book your place.

Any queries regarding the training, email [Suzanne.Davidson@rctcbc.gov.uk](mailto:Suzanne.Davidson@rctcbc.gov.uk) or [Luci.Hooper@rctcbc.gov.uk](mailto:Luci.Hooper@rctcbc.gov.uk) before booking.

Training	Content	Who for?	Venue	Date & Time
<b>ALN Drop-ins</b>	<p>Ask any general questions about ALN, such as about referrals, graduated response, paperwork, strategies or advice.</p> <p>All sessions are from 9.30 – 11.00am and you are welcome to drop in and leave throughout the session as you feel appropriate. Links will be sent out for you to access when you have booked on.</p>	ALNCo's / setting staff	TEAMS Online	<p><b>Autumn Term 2024:</b> 25.10.2024 29.11.2024</p> <p><b>Spring Term 2025:</b> 31.01.2025 21.02.2025 28.03.2025</p> <p><b>Summer Term 2025:</b> 02.05.2025 06.06.2025 11.07.2025</p>
<b>EY ALNCo Forum</b>	Each ALNCo Forum will include elements such as good practice sharing, Bitesize training, ALN Updates and Q&A sessions. These sessions will be attended by Education, Flying Start, Access and Inclusion and Educational Psychology Service.	ALNCo's	TEAMS Online	<p><b>Autumn Term 2024:</b> 03.10.2024 (1.30-2.30) 05.12.2024 (1.30-2.30)</p> <p><b>Spring Term 2025:</b> 06.02.2025 (1.30-2.30) 03.04.2025 (1.30-2.30)</p> <p><b>Summer Term 2025:</b> 22.05.2025 (1.30-2.30) 26.06.2025 (1.30-2.30)</p>
<b>Play Plan Training</b>	This will take you through the process of writing an effective play plan, what makes a good target, how to implement these and how to review and evaluate effectively. It will also discuss areas such as including advice from other professionals and how a Play Plan will feed into a graduated response for a child. We will also cover what goes where in a play plan and how an About Me profile fits in.	All setting staff	TEAMS Online	<p><b>Autumn Term 2024:</b> 16.10.2024 (9.30-11.30) &amp; (6.00-8.00)</p> <p><b>Spring Term 2025:</b> 20.02.2025 (2.00-4.00) &amp; (6.00-8.00)</p>
<b>Early Years Forum Referral Process and the Graduated Response</b>	<p>This will cover the referral form and process for Early Years Forum referral for Early Years children (not attending school). It will go through the process of completing the referral form, the criteria that needs to be met, the evidence required with a referral and the process of the Early Years Forum. It will also cover the use of PCP tools, a graduated response checklist, and what happens following your referral to Early Years Forum.</p> <p>This is open to anyone working with children in a childcare setting or with a childminder. It would be best suited for ALNCOs to attend but any staff member involved with referrals are welcome.</p>	All setting staff	TEAMS Online	<p><b>Autumn Term 2024:</b> 22.10.2024 (1.00-3.00)</p> <p><b>Spring Term 2025:</b> 05.03.2025 (9.00-11.00)</p>

Email [AandService@rctcbc.gov.uk](mailto:AandService@rctcbc.gov.uk) to book your place.

Any queries regarding the training, email [Suzanne.Davidson@rctcbc.gov.uk](mailto:Suzanne.Davidson@rctcbc.gov.uk) or [Luci.Hooper@rctcbc.gov.uk](mailto:Luci.Hooper@rctcbc.gov.uk) before booking.

**ALN**

Training	Content	Who for?	Venue	Date & Time
<b>Person Centred Practice</b>	<p>This will cover knowledge and understanding in what is Person Centred Practice (PCP)? Why is it useful? How do we do PCP? What does PCP look like in the Early Years settings?</p> <p>This session will include:</p> <ul style="list-style-type: none"> <li>• working together with parents/carers</li> <li>• most useful PCP tools and how to use them effectively</li> <li>• using communication charts</li> <li>• unpicking the differences between what is important to/important for children</li> <li>• identifying what is working well/not working</li> <li>• All About Me Profiles – what makes a good AMP and what to avoid.</li> </ul>	All staff	TEAMS Online	<b>Spring Term 2025:</b> 11.02.2025 (9.30-11.30), (1.30-3.30) & (6.00-8.00)
<b>ALN Strategies</b>	<p>These sessions will look at common and useful strategies and interventions for early years children. This will provide practical advice and modelling for staff to take back and use in the setting. Each sessions will cover two different interventions and will cover all 6 by the end of the year. It is suggested that each setting attend one session per term in order to access the full range of strategies covered. Each term will have a choice of times and venues. Common strategies covered will include:</p> <ul style="list-style-type: none"> <li>• Intensive Interaction</li> <li>• Bucket Time</li> <li>• Anticipation Games</li> <li>• Floor time</li> <li>• Objects of Ref</li> <li>• Visuals</li> </ul>	All staff	In person training (venues to be confirmed)	<p><b>Autumn Term 2025:</b> 06.11.2024 (9.30-11.30), (1.30-3.30) &amp; (6.00-8.00)</p> <p><b>Spring Term 2025:</b> 19.03.2025 (9.30-11.30), (1.30-3.30) &amp; (6.00-8.00)</p> <p><b>Summer Term 2025:</b> 11.06.2025 (9.30-11.30), (1.30-3.30) &amp; (6.00-8.00)</p>
<b>Inclusive Environments &amp; Universal Provision</b>	<p>This will look at the importance of inclusion in mainstream Early Years settings. We will cover the changing cohorts settings are experiencing and the change in attitudes and expectations. We will also look at how can we make our provisions more inclusive and how we can improve our universal provision offer to support the changing cohort. There will be suggestions of what strategies can be built in to every day practice and how this can be achieved in your setting.</p> <p>This session will be an in person session to enable valuable quality discussion and dialogue.</p>	All staff ALNCOs and Leaders	Cynon Suite, Valleys Innovation Centre, Abercynon.	<b>Summer Term 2025:</b> 09.07.2025 (9.00-12.00) & (1.00-4.00)

# Family Information Service



Our emails are sent via the FIS distribution list so keep your account on DEWIS up to date and active, or you'll miss out on important information from us. You will also be missing out on **FREE** advertising to parents who use the FIS database to search for childcare in their area.

To register or sign in to your account, use this link:

<https://www.dewis.wales/secure/login.aspx>

If you have any questions or need assistance with your DEWIS account, please email: [fis@rctcbc.gov.uk](mailto:fis@rctcbc.gov.uk)



## Facebook

Join our Facebook page to receive the latest news from the team and other partners.

### To join, go to...

<https://www.facebook.com/groups/childcareteamRCT> or search for RCT Childcare Team in the Facebook search facility.



## Contact Us ...

### Childcare Development team:



01443 570048



[www.rctcbc.gov.uk/childcareteam](http://www.rctcbc.gov.uk/childcareteam)



[childcareteam@rctcbc.gov.uk](mailto:childcareteam@rctcbc.gov.uk)



RCT Childcare Team



### Childcare Offer team:



03000 628628



[www.rctcbc.gov.uk/childcareoffer](http://www.rctcbc.gov.uk/childcareoffer)



[childcareofferproviders@rctcbc.gov.uk](mailto:childcareofferproviders@rctcbc.gov.uk)



Mae croeso i chi gyfathrebu â ni yn y Gymraeg  
You are welcome to communicate with us in Welsh.