**Delivery models**

There is no single way to deliver wraparound childcare for the working parents across Essex. Different areas will have different challenges and will require a variety of approaches and delivery models to meet the local needs.

To support provider contemplating offering wraparound childcare we have created a chart of key considerations. The first section covers universal consideration relevant to all providers regardless of how or where they operate. The second chart is colour coded into the 4 main provider types and offers specific consideration to this type of provision.

We are aware parents may need a blended approach to meet the diverse range of their childcare needs and we strongly encourage providers to work in partnership and collaborate with each other.

Please be aware our list is not exhaustive and there will be additional considerations specific to each provision and locality that we have not mentioned.

**With reference to the below table Everyone Must Consider:**

**There will be other considerations based on your provision and local area.**

|  |  |  |
| --- | --- | --- |
| ECC Business Plan  | Ofsted Registration- Met/Good or above/ new registration  | DBS Checks |
| ECC Cashflow forecast  | Staff Structure  | Staff Training and level of qualification needed. Food hygiene |
| Registered and promote Tax-Free childcare and Universal Credit childcare subsidies | Ensure provision is fully inclusive including children with SEND and Additional needs. consider planning: Differentiation of resources for different age groups | Food Hygiene training - food allergens |
| Policies, Procedures, Risk assessments other paperwork | SEND code of practice. | Explore Funding Opportunities |
| Suitable Premises & Equipment - consider floor space guidelines | Paediatric First Aid  | Secure storage - paperwork, records, resources and equipment.  |
| Insurances | Safeguarding Training and DSL |  |

**More specific considerations based on provider type. (Not an exhaustive list and there may be other consideration for your provision).**

|  |  |  |  |
| --- | --- | --- | --- |
| **If school operating wraparound on a school site** | **Third Party Provider on a school site** | **Wraparound Provider not on a school site** | **Childminders** |
|  |  |  |  |
| Costs of staff, pensions, NIC, holiday pay | Costs of staff, pensions, NIC, holiday pay | Costs of staff, pensions, NIC, holiday pay | If employing an assistant; costs of staff, pensions, etc |
| Caretaker / Key holder duties | Caretaker / Key holder duties | Is the site walkable for children?  | Is the site walkable for children?  |
| Confirmation from School Organisational officer that space can be used for wraparound | Could one school be central for multiple primary schools wraparound provision? check with SOO to confirm. | Would funding be needed for transport? - licence and insurances and DBS for driver. | Would transport be needed?  |
| Any restrictions on the use of the school site including restricted hours | Any restrictions on the use of the school site including restricted hours | Can you provide wraparound for children from more than one school? | Can you provide wraparound for children from more than one school? |
| What does the legal status need to be? \*Dfe Governance Handbook link below. The charitable purpose requirement 312, 313, 314, 315 | Partnership working agreement with the school. confirmation that the school that they can use the space for wraparound.  | Partnership working agreement with the school and parents. | Partnership working agreement with the school and parents. |
| Can wraparound provision be run under the school OFSTED? This is particularly important if juniors and infants are on separate registrations.  | If Third party applies for capital funding for wraparound, they will need S77. This is only for new building on a school’s site.  | Any restrictions on the use of the premises including restricted hours, parking.  | Any restrictions on the use of the premises including restricted hours, parking. |
|  | School signposting parents to the Third-Party Provider | School signposting parents to the Third-Party Provider | School signposting parents to the Childminder/s |
|  | Legal - lease agreement- Consider of length of rental agreement and review. | New providers need a change of use or planning permission.  | Consider floor space and maximum number of children under insurance and planning permission. |
|  | Insurance – ensure adequate provision and that it does not rely on someone from the insured party being onsite. If it does make sure working agreements are in place to ensure requirements are met.  | Inform OFSTED if changing offer - may need to alter registration - it can take up to 12 weeks to sign off. | Consider applying for permission from OFSTED for using non-domestic premises for up to 50% of your time.  |
|  | Information sharing and ICO  | New registration - service agreement with landlord- terms of lease. |  |

**Additional Considerations for a Blended Offer (Not an exhaustive list and there may be other consideration for your provision).**

|  |
| --- |
| **Sharing a school site with another school or an alternative blended offer** |
| Insurance – ensure adequate provision and that it does not rely on someone from the insured party being onsite. If it does make sure working agreements are in place to ensure requirements are met.  |
| Could operate with a lead partner whereby this party would take responsibility for all administrative duties including data control, monitoring information, information sharing consent.  |
| Alternatively, the individual parties could have joint responsibility, maintaining control of their own data gathering, collection and storage. The partnership would need an information sharing agreement and that should be agreed by parents.  |
|  |

|  |  |  |
| --- | --- | --- |
| **Useful Links**  |  |   |
| ECC Early Years and Childcare Website  |  | <https://eycp.essex.gov.uk/>  |
| Business Plan and Cashflow see bottom of website page   |  | <https://eycp.essex.gov.uk/funding/growing-tomorrows-childcare/>  |
| Tax Free Childcare   Information Commissioners Office  |  | <https://www.gov.uk/guidance/sign-up-to-tax-free-childcare-if-youre-a-childcare-provider>  https://ico.org.uk/   |
| EYFS Training professional development pathways document  |  | [Training Programme (essex.gov.uk)](https://eycp.essex.gov.uk/training-and-qualifications/training-programme/)  |
| SEND code of practice  |  | [www.gov.uk/government/publications/send-code-of-practice-0-to-25](http://www.gov.uk/government/publications/send-code-of-practice-0-to-25)  |
| Ofsted Guidance  |  | <https://www.gov.uk/guidance/childminders-and-childcare-providers-register-with-ofsted>  |
| Early Years Inspection Handbook  |  | <https://www.gov.uk/government/publications/early-years-inspection-handbook-eif>  |
| Education Inspection Framework  |  | <https://www.gov.uk/government/publications/framework-for-the-regulation-of-provision-on-the-childcare-register/regulation-and-inspection-framework-for-services-on-the-childcare-register>  |
|  Conducting childcare register inspections:  |  |  <https://www.gov.uk/government/publications/exemption-notification-form-for-childcare-providers-that-operate-for-14-days-or-less-in-a-12-month-period>  |
|  EY and childcare enforcement policy  |  |  Early years and childcare: Ofsted's enforcement policy - GOV.UK ([www.gov.uk](http://www.gov.uk))  |
|  Guidance on people connected with registered childcare:  |  |  <https://www.gov.uk/guidance/people-connected-with-ofsted-registered-childcare#if-you-join-an-organisation-that-provides-childcare>  |
|  DBS checks for childcare providers who register with Ofsted:  \*Dfe Governance Handbook \*Dfe Governance Handbook -6.12.2 – The charitable purpose requirement 312, 313, 314, 315  |  |  <https://www.gov.uk/government/publications/disclosure-and-barring-service-dbs-checks-for-childcare-providers-who-register-with-ofsted/disclosure-and-barring-service-dbs-checks-for-childcare-providers-who-register-with-ofsted><https://assets.publishing.service.gov.uk/media/5f7ee42be90e07741264a0cb/Governance_Handbook_FINAL.pdf> |
| **Early Years**  |  |   |
| Statutory framework for the early years foundation stage: Setting the standards for learning, development and care for children from birth to five   |  | [: https://www.gov.uk/government/publications/early-years-foundation-stge-framework--2](https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2)  |
|  **Safeguarding documents**  |  |   |
|  The Southend, Essex and Thurrock (SET) Child Protection Procedures  |  | [Safeguarding Policies & Procedures (escb.co.uk)](https://www.escb.co.uk/2423)  |
|  Working Together to Safeguard Children  |  | [https://www.gov.uk/government/publications/working-together-to-safeguard-children--2](https://www.gov.uk/government/publications/working-together-to-safeguard-children--2%C2%A0)  |
| What to do if you are worried a child is being abused: advice for practitioners:  |  | [https://www.gov.uk/government/publications/what-to-do-if-youre-worried-a-child-is-being-abused--2](https://www.gov.uk/government/publications/what-to-do-if-youre-worried-a-child-is-being-abused--2%C2%A0)  |
| Out of school clubs-a providers guide DfE  |  | <https://www.gov.uk/government/publications/keeping-children-safe-in-out-of-school-settings-code-of-practice/keeping-children-safe-during-community-activities-after-school-clubs-and-tuition-non-statutory-guidance-for-providers-running-out-of-school-settings>  |
| ECC safeguarding information   |  | [Safeguarding (essex.gov.uk)](https://eycp.essex.gov.uk/safeguarding/)  |
| Service map flowchart for referral |  | [children-and-families-hub-process-map.docx (live.com)](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Feycp.essex.gov.uk%2Fmedia%2F2238%2Fchildren-and-families-hub-process-map.docx&wdOrigin=BROWSELINK) |
| Whistleblowing advice and poster |  | [Whistleblowing Advice Line | NSPCC](https://www.nspcc.org.uk/keeping-children-safe/reporting-abuse/dedicated-helplines/whistleblowing-advice-line/) |
| Are you concerned about an adult working or volunteering with children? Local Authority Designated Officer (LADO) advice leaflet:   |  | [essex-lado-information-leaflet-master-updated-211019.pdf (escb.co.uk)](https://www.escb.co.uk/media/2098/essex-lado-information-leaflet-master-updated-211019.pdf)  |
| ECC Request for support website, including early help drop ins and resources for practitioners:  |  | [I'm a professional or a volunteer: Level 2: additional support and early help | Essex County Council](https://www.essex.gov.uk/children-young-people-and-families/report-concern-about-child/im-professional-or-volunteer/level-2)  |
| The Prevent duty: Departmental advice for schools and childcare providers:   |  | <https://www.gov.uk/government/publications/protecting-children-from-radicalisation-the-prevent-duty>  |
| Online safety considerations for managers (and practitioners):   |  | <https://www.gov.uk/government/publications/safeguarding-children-and-protecting-professionals-in-early-years-settings-online-safety-considerations/safeguarding-children-and-protecting-professionals-in-early-years-settings-online-safety-considerations-for-managers>  |
|  Information sharing: advice for safeguarding (practitioners) DfE:   |  |  <https://www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice>  |
|  Safer food, better business  |  | [https://www.food.gov.uk/business-guidance/safer-food-better-business](https://www.food.gov.uk/business-guidance/safer-food-better-business%C2%A0)  |
| Allergen guidance for food businesses including free allergy training: Food Standards Agency leaflet   |  | [Allergen guidance for food businesses | Food Standards Agency](https://www.food.gov.uk/business-guidance/allergen-guidance-for-food-businesses)  |
| Health protection in children and young people settings, including education:   |  | <https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>  |
| Guidance of potential harmful garden plants  |  | <https://www.rhs.org.uk/advice/profile?pid=524>  |