

Early Years Team

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Our Ref: EYB199

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Early Years Bulletin

Dear Colleagues,

As we remain in an unprecedented period of National Mourning, we wanted to share with you guidance on how to navigate this time sensitively and respectfully. The death of a prominent figure

State Funeral / Bank Holiday

As with other bank holidays, it is at the discretion of individual settings whether they close or stay open. There would be no government expectation for early years and childcare settings to remain

Early Years Bulletin: Business Support

In recognition of the challenges our early years providers are currently facing we wanted to signpost to some localised support available.

This September the Business & IP Centre Worcestershire is running free business networking, workshops, business support clinics and webinars on a range of business topics that can help entrepreneurs, SME's and those who are yet to start their business.

Business Breakfasts

Free (booking required)

Join us for pastry and a chat and meet other small and start-up businesses from the area.

The Hive (Worcester) Business Breakfast – 16th September, 8:00am – 9:30am

Business Support Drop-in Sessions

Various dates throughout September/October (free no booking required)

Available at the following libraries: The Hive, Malvern, Kidderminster, Evesham, Bromsgrove, and Redditch.

Are you thinking of starting a business or becoming self-employed? Or would like to know what resources are available to help grow your business? During these drop-in clinics we can help you by providing:

- guidance for those first key steps,
- show you our business research tools to get industry & market information,
- help you to understand the Intellectual property you have in your business,
- highlight further business support which is available to you.

For more information, please visit: <https://www.eventbrite.co.uk/o/bipc-worcestershire-free-support-for-business-31275789667>

Other free business resources including market research databases and business books are also available in your local library.

Visit our webpage for more information: <https://www.worcestershire.gov.uk/BIPC>.

Business Support: Energy Price Guarantee

In recognition of the financial pressures which families and organisations across the country are under, the government has announced an 'Energy Price Guarantee' which will limit the price

Business Support: Employing Ukraine nationals

It has been confirmed that the Ministry of Internal Affairs of Ukraine and the Ukraine Embassy are now able to complete criminal information checks.

Workforce Guidance

We understand LAs have been approached by individuals from Ukraine wishing to enter the EY workforce. Please see the following guidance which outlines the process of obtaining a DBS and criminal checks for individuals who have lived abroad, and specifically for those from Ukraine:

Early Years providers must not allow people whose suitability has not been checked, including through a criminal records check, to have unsupervised contact with children being cared for.

Registered providers must obtain an enhanced criminal records check in respect of every person aged 16 and over (including for unsupervised volunteers, and supervised volunteers who provide personal care) who:

- works directly with children
- lives on the premises on which the childcare is provided (unless there is no access to the part of the premises when and where children are cared for) and/or
- works on the premises on which the childcare is provided (unless they do not work on the part of the premises where the childcare takes place, or do not work there at times when children are present)

An additional criminal records check (or checks if more than one country) should also be made for anyone who has lived or worked abroad. The Home Office provides guidance to employers who wish to request overseas criminal records checks for time spent overseas. This guidance includes who can apply, how to apply, and contact details for criminal record checks overseas, and can be found at: <https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants>.

Ukrainian citizens can apply for their Ukrainian criminal record information via the website of the Ministry of Internal Affairs of Ukraine here: <https://vytiah.mvs.gov.ua/app/landing>. To apply for this service the Ukrainian citizen will need an electronic signature. After receiving an extract in Ukrainian, they will need to apply for a letter from the Embassy of Ukraine, which will confirm the information in the extract in English so it can be used in the UK.

While there is no formal requirement in the Early Years Foundation Stage framework or other

Early Years Bulletin: News from the Inclusion Team

Training for Early Years Setting

The Inclusion Team and our colleagues in SEN Support services are devising a range of free training workshops that will be available to all early year's providers.

Workshops and Podcasts

This will include a range of workshops / podcasts that will be recorded and made available for settings to view at convenient times and repeatedly as needed.

Early Years Bulletin: Training news

Early Years Conference Update

The decision has been made to postpone the upcoming Early Years Conference to Spring 2023, allowing us the opportunity to reduce the cost of attendance to make it a more inclusive event.

Details of the new dates will be circulated shortly.

New booking system for training and conferences

On Wednesday 14th September we launched the new website for booking training and conferences with Worcestershire Children First. This has replaced the old CPD website which closed at the end of last week.

You can now use this link to book any required training courses or conferences as listed on the [Worcestershire Children First Education Services website](#).

[Access the new WCF CPD site here](#)

What happens now?

CPD leaders will receive an email between 14th and 16th September with new log in details to book courses for their school/setting. The email will come from a DoNotReply@ email address and have a subject title of 'CPD Traded Services Course booking' - please check your junk or spam folders just in case. If you have not received an email with new log in details, or are unsure who your CPD leader is, please contact the training team by emailing workforcesupport@worcschildrenfirst.org.uk – we ask that you do not do this until after the 16th September.

If your School / Setting has more than one CPD leader then please wait until 20 September before contacting the training team to request access. Login details for the new site are being sent out in a phased approach during this three day window.

Frequently Asked Questions

- Will I have to rebook any courses that I booked in the old system?
Any training / conferences booked on the old CPD site up to 09 September will be transferred over.
Any NEW bookings made via email between 10th and 16th September will be manually added onto the system whilst CPD leaders await access
- What if I need to change or cancel any courses that I booked in the old system?
Cancellations: Once the CPD leader has gained access to the new WCF CPD site they will be able to cancel the course directly
Substitutions: If you wish to swap a delegate from one member of staff to another then please email workforcesupport@worcschildrenfirst.org.uk

Transfer: if you need to transfer the booking from one course date to another then please email workforcesupport@worcschildrenfirst.org.uk

- I can't log in with my new details, who can I contact?
If you are the CPD Leader and cannot access the new site, and you have received the email from DoNotReply@ then please contact the training team on workforcesupport@worcschildrenfirst.org.uk
If you have not received the DoNotReply@email then please wait until after 20 September before contacting the training team to investigate access and what has happened.
- I need to access a certificate for a course that took place before September 2022
Any certificates that CPD leaders were unable to download before 09 September can be requested by emailing workforcesupport@worcschildrenfirst.org.uk with the name of the delegate / course title / date
Certificate requests will be processed within a 10-day window unless Ofsted is due.
- I cannot see on our training record any courses before September 2022
A requirement of the new system being built meant that we could only import the current academic year training courses onward.
Our team has access to historic training data up to 2015 (i.e. when we were Babcock) however it is not in our new booking system
If you need to access a certificate then please see the above process.
If you need to know when someone undertook a specific training course then please contact the training team by emailing workforcesupport@worcschildrenfirst.org.uk, however we do recommend that schools / settings retain their own training records and refer back to them initially.

We hope you will find the new booking system clear and easy to use however should you need any support please contact the Training Team on workforcesupport@worcschildrenfirst.org.uk.

Safeguarding Training

NEW Early Years and Childcare Designated Safeguarding Lead (DSL): Introduction to the role

The Introduction to the role of the Early Years & Childcare Designated Safeguarding Lead is a NEW course specifically for DSL and Deputy DSL's who are new to the role or have taken on this responsibility within the last 12 months and may / may not have completed the six-hour DSL course.

This is a FREE course to support new DSLs and Deputy DSLs

During the three-hour session delegates will gain:

- An overview of the legislation and statutory guidance relating specifically to the role of the DSL, and to safeguarding and child protection more broadly.
- Information on different forms of abuse that may be encountered, and their possible signs and causes.

- An understanding of information sharing, consent and record keeping.
- An introduction to the processes and procedures used within safeguarding and child protection, including the Worcestershire Levels of Need document.

Cost: **FREE**

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Early Years CPD – Exploring Children’s Musical Play

Please see details below about new Early Years CPD Music workshops we are running in partnership with Severn Arts. a6 0 Td(12) /TT2 1 Tf-0.001T5TT1 1 T8w 1.01 0 Td()Tj-0.0082 1 Tf2 82 1 10BBo8 70 -0 56.th