

## Introduction

**Dear Early Education and Childcare Provider,**

**This survey captures information from various Local Authority (LA) services to support them to better understand the childcare market, signpost families to providers with vacancies for two, three and four year old funded places including the extended entitlement for working parents (30 hours childcare) and specific questions relating to the running of your business.**

**The survey must be completed by the following early education and childcare Providers in Havering:**

- Academy Schools with nurseries**
- Childminders**
- Day nurseries**
- Independent Schools**
- Maintained Schools with nurseries**
- Preschools**

**If you have more than one provision, or are a chain, you should complete a survey for each individual provision you have in Havering.**

**The survey will cover:**

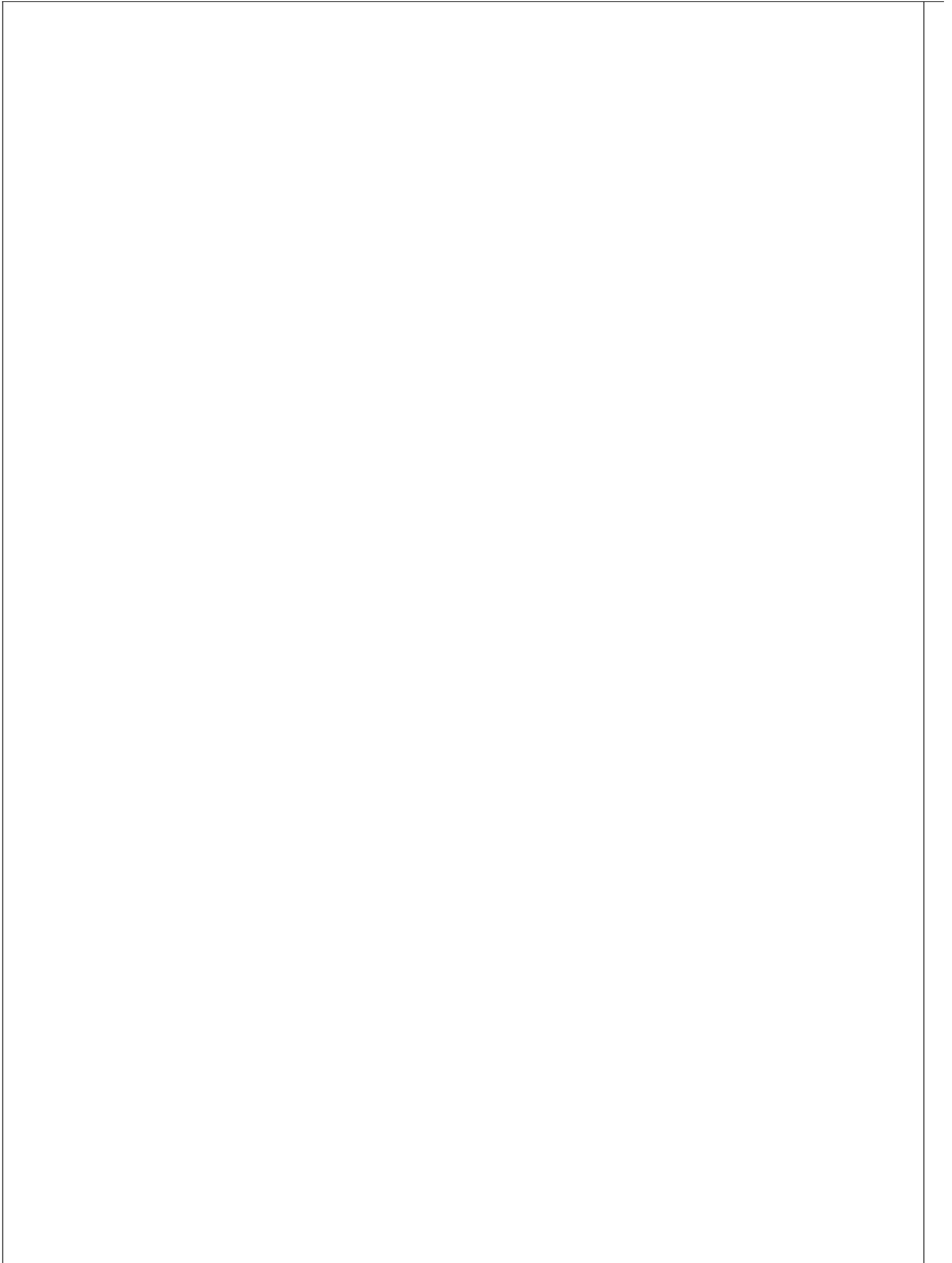
- Information about you and your provision**
- Capturing Occupancy for Sufficiency Purposes - All provider types (includes waiting list and vacancy questions)**
- Delivering the extended (30 hours) childcare offer for working parents - All provider types (includes delivery and projection questions)**
- Marketing your provision for Early Education and Childcare delivery**
- The Local Offer and SEND Inclusion Funding**
- Department for Education (DfE) January Census 2019 establishment data (includes level 2, level 2, QTS, EYPS and EYTS qualification information)**

**The survey should take approximately 15 - 20 minutes to complete and must be submitted by no later than Sunday 20 January 2019. Non receipt of a fully completed survey, will result in a delay to your provision receiving their export of verified hours for the Spring term 2019. Please ensure all sections of the survey are completed in full.**

**Should you require any support with any section of the survey please contact Early Years Planning and Organisation by email at [earlyyearsorganisation@haverling.gov.uk](mailto:earlyyearsorganisation@haverling.gov.uk) by Thursday 17 January 2019 to give you time to complete the survey by Sunday 20 January 2019**

**Thank you**

**Education Provision and Commissioning**



## Information about you and your provision

### Your Provider details - All provider types

\* 1. Please let us know who you are

First Name and Surname

Job title

Name of Provider

Ofsted Registration/EY

Number (e.g.

EY123456/311-1789)

Provision Address

Provision Postcode

Provision contact number

Named Contact - person  
for census

Email address - person for  
census

Designated Safeguarding  
Lead details

\* 2. Category of Provider

- Private
- Voluntary
- Independent
- Maintained School
- Academy School
- Other (please specify)

**\* 3. Provider Type**

- Day Nursery
- Playgroup or Preschool
- School (Academy, Independent, Maintained)
- Out of School Club/Provider
- Childminder
- Childminder working with Assistant(s). Please advise how many Assistant(s) you work with?

**\* 4. Please confirm your provisions opening and closing times**

Monday opening times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Monday closing times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Tuesday opening times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Tuesday Closing times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Wednesday opening times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Wednesday closing times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Thursday opening times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Thursday closing times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Friday opening times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Friday closing times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Saturday opening times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Saturday closing times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Sunday opening times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

Sunday closing times

|    |    |   |
|----|----|---|
| hh | mm | - |
|----|----|---|

## Capturing Occupancy for Sufficiency Purposes - All provider types

**As part of the Childcare Sufficiency Report (CSR) we required on a termly basis to capture providers childcare attendance on the number of children you currently have in your provision.**

**This data will support the future Early Years Place Planning projections within Havering.**

\* 5. Number of all children attending your provision (funded and unfunded) at present.

3-11 months

1 year olds

2 year olds

3 year olds

4 year olds

5 year olds

\* 6. Childcare is most commonly delivered during the typical working day - between 8am and 6pm on weekdays (Monday to Friday). Some parents require childcare outside these times in order to fit with their work or other responsibilities. Please let us know if you can offer childcare during periods outside of a typical working day.

|   | Yes                   | No                    |
|---|-----------------------|-----------------------|
| Available before 8am weekdays               | <input type="radio"/> | <input type="radio"/> |
| Available after 6pm weekdays                | <input type="radio"/> | <input type="radio"/> |
| Available weekends (Saturday and/or Sunday) | <input type="radio"/> | <input type="radio"/> |
| Available during school holidays            | <input type="radio"/> | <input type="radio"/> |

\* 7. In a typical session, what is the maximum number of children aged birth to 5 you can accommodate at your provision?

\* 8. What early education and childcare (universal 15 Hours) sessions do you offer to parents?

3 hours x 5 days a week

5 hours x 3 days a week

6 + 6 + 3 = 15 a week

10/11 hours stretched offer

Other (please specify)

\* 9. How many 15 hour funded places do you offer in a week for children?

\* 10. Do you currently have any 15 hour vacancies within your provision?

- No, we do not have any vacancies
- No, we do not have vacancies, but we do have families on the waiting list who want to join us
- Yes we have vacancies - please let us know how many vacancies you have? (Please respond by age e.g 0 x babies under one , 1 x one year olds, 3 x two year olds and 5 x four year olds).

\* 11. What early education and childcare (extended entitlement 30 hours) sessions do you offer to parents?

6 hours x 5 days a week

10 hours x 3 days a week

20/22 hours stretched offer

Other (please specify)

\* 12. Do you currently have any 30 hour vacancies within your provision?

- No, we do not have any vacancies
- No, we do not have vacancies, but we do have families on the waiting list who want to join us
- Yes we have vacancies (Please let us know how many vacancies you have? Please respond by age e.g 0 x babies under one , 1 x one year olds, 3 x two year olds and 5 x four year olds).

## Delivering the extended (30 hours) childcare offer for working parents - All provider types

\* 13. Have you completed a parental survey to identify parental requirements for early education and childcare at your provision for next term?

- Yes, we have completed a parental survey
- No, we have not completed a parental survey
- We are currently preparing a parental survey to send out to our families

14. If you answered yes to question 13 and have completed a parental survey, have you been able to meet parental childcare requirements?

- Yes, we have been able to meet all parents requirements
- We have been able to meet some/most of our parents requirements
- No, we have not been able to meet all of our parents requirements

\* 15. What element of the extended entitlement (30 hours childcare) can you offer your families? An element of 30 hours childcare is where you have been given an 11 digit code by your parent(s) and can deliver some or all of your parents 30 hours childcare requirements.

- 15 hour universal offer only - we cannot deliver any of the 30 hour childcare requirements for our parents
- 15 hour universal offer only - we are looking to extend our hours to meet the demand for 30 hours childcare
- 15 hour universal offer - we are working in partnership with another provider to meet parental needs for the full 30 hour entitlement
- 15 hours universal or extended hours - we can deliver 15 hours funding and will accept a 30 hours eligibility code to deliver some of the offer
- 15 to 30 hours - we can deliver some of the 30 hours childcare requirement to our parents e.g. 18/21/25/27 hours
- 30 hours - we can deliver the full 30 hours childcare requirement to our parent(s)
- Other (please specify)



\* 16. If you cannot deliver an element of 30 hours childcare at your provision or are finding potential delivery a challenge at your provision, please tell us the reasons for this

- Premises does not allow us to extend the hours up to 30 hours
- No or lack of parental demand for 30 hours childcare
- Flexible planning of the EYFS curriculum
- Funding/business costs
- Staffing (ratio)
- Staffing (adapting to new ways of working/contracts)
- Models of delivery of the extended

Other (please specify)

\* 17. If you are delivering an element of/all of the 30 hours offer, how many additional places have you created to cater for 30 hours delivery from January 2019 (spring term) at your provision?

\* 18. If you can/will be delivering an element of/all of the 30 hour offer, based on your understanding of your families and the eligibility criteria, how many of your parents do you believe will be eligible for, and take up, a 30 hours place in the following terms:

April 2019 (summer term)

September 2019 (autumn term)

19. Can you advise if the building where you operate from is on one of the following:

- A Listed Building
- On Green Belt
- On Conservation Area
- None of these

## Marketing your provision for Early Education and Childcare delivery

\* 20. Have you updated your provider marketing information on the Family Information Services (FIS) Directory in the last six months? All providers in Havering are publically listed on the FIS Directory Providers on the Family Services (FIS) Directory.

- Yes, I have updated my provider marketing information on the FIS Directory
- No, I have not updated my provider marketing information on the FIS Directory

\* 21. Have you updated your vacancies on your provider page on the Family Information Service (FIS) Directory?

- Yes, I have updated my vacancies
- No, I have not updated my vacancies, but I will do.
- No, I have not updated my vacancies because I don't know how to do this.

\* 22. Is your provision registered as a Local Offer provider on the Family Information Services (FIS) Directory?

- Yes, my provision is registered on the Family Information Services (FIS) Directory?
- No, my provision is not registered on the Family Information Services (FIS) Directory?
- I do not know what the Local Offer is and would like further information

23. During September – March 18/19 , a proportion of the early years SEND Inclusion funding was used to fund an early years SEND programme of training that was either highly subsidised or offered free to all early years providers.

For the next financial year (April – March 19/20) would you rather:

- The Local Authority again develops a SEND training programme from a proportion of the allocated Early Years SEND Inclusion Funding, or
- The Local Authority uses the allocated Early Years SEND Inclusion Funding solely for the purpose of supporting children with SEND within the settings, and that providers pay for SEND training.

**This section must be completed by ALL providers (excluding Maintained and Academy Schools) who are delivering funded childcare for two, three and four year olds in the Spring Term 2018. The January Census drives the funding allocation for Local Authorities and the monies paid to providers for funded two, three and four year olds.**

**Non-funded Childminders and Academy and Maintained Schools, please Not applicable.**

\* 24. Do you operate on the premises of a maintained school or have a contract or partnership agreement with a maintained school?

- Yes, I/we operate on the grounds or have a contract in place with a Maintained or Academy School
- No, I/we do not operate on the grounds or have a contract in place with a Maintained or Academy School
- Not applicable

\* 25. Do you work in partnership with another Private, Voluntary or Independent provider to offer funded early education and childcare places?

- Yes, I/we work in partnership with another provider
- No, I/we do not work in partnership with another provider
- Not applicable

\* 26. Total number, by headcount, of staff at your provision who work with children under the age of 5?

\* 27. Total number, by headcount, of staff that have a full and relevant early years level 2 qualification who work with children aged under 5?

\* 28. Total number, by headcount, of staff that have a full and relevant early years level 3 qualification and NOT in a managerial role who work with children aged under 5?

\* 29. Total number, by headcount, of staff that have a full and relevant early years level 3 qualification and IN a managerial role who work with children aged under 5?

\* 30. Number, by headcount, of staff with Qualified Teacher Status (QTS) who work with children aged under 5?

\* 31. Total number, by headcount, of staff with Early Years Professional Status (EYPS) who work with children aged under 5?

\* 32. Total number, by headcount, of staff with Early Years Teacher Status (EYTS) who work with children aged under 5?

Survey completed.

**Thank you, you have now completed the Spring 2019 termly survey.**

**Please be reminded that the 1st claim census data for Spring 2019 must be submitted by no later than:**

- Sunday 20 January 2019 for Childminders, Day Nurseries, Independent Schools and Preschools via [Child View](#).**
- Monday 21 January 2019 for Academy and Maintained Schools with nurseries via SIMS.**

**Late submissions will result in a reduction to the number of funded weeks available.**

**Should any further information be required from your provision, the Local Authority will be in touch.**

**For further information regarding provider guidance, forms, key dates/submissions and information, you must refer, as a requirement of the new Early Education and Childcare Directory and Funding Agreement 2017-2020, to the [Early Years Resources Page](#).**

**Regards**

**Education Provision and Commissioning**