

## Childcare Sufficiency Action Plan 2015-2016

Objectives	Actions	Responsible person(s)	Timescale	Monitoring arrangements	Notes on progress
LA Officers and early years sector providers are fully informed about the NY childcare sufficiency position and actions required to meet needs.	Present annual report to colleagues, providers and EYIP. Post information to NY website and cyps.info; Share needs analysis with Children's Centre teams.	EY Policy and Development Officer	Termly	Reports to Head of Early Years	Annual report shared with colleagues and with members of the EYIP. Headlines presented to EY Leadership Forums with key messages from parents questionnaire. Report and action plan posted onto cyps.info and north yorks website.
Regular monitoring of supply and demand of childcare places will inform on-going analysis and inform / update sufficiency work.	Undertake termly place availability audits on-line through the Provider Portal, with EYC follow-up. FIS team to provide information in response to enquiries. Review and update website information Review supply of / demand for places. Monitor availability, take up and shortfall following headcount	EY Policy and Development Officer  EY Consultants  Finance team P&I analysis	Termly	Reports to Head of Early Years	Termly place availability reports launched in Autumn 2015. Outcomes shared with CC teams to inform 2 year old strategy work FIS have provided updates and information to inform FOI requests for colleagues and partners when required. Website reviews completed summer term 2015. On-going reviews of data management systems with P&I taking place. <i>Spring 16 priorities are to devise a simple way of pulling information off Synergy in order to establish monthly reporting.</i>

Next steps from Sufficiency Assessment					
1. New place development will be targeted in areas of housing development and community growth aligned with school place planning	Provide effective support to new and prospective providers EY consultants' team to provide face: face support for providers Signpost providers as appropriate to other sources of support (Finance, Teaching and Learning, Inclusion, etc.)	EY Policy and Development Officer	Termly	Monitoring by Head of Early Years	IAG provided to all prospective and new providers. New section on the website created to provide on-line information for prospective providers. Toolkit devised for consultants to use when working with new providers. Early years places for 3 year olds and some 2 year olds created in new school developments. Early years places created in response to the needs arising from the military drawdown – both in schools and with PVI providers.
2. The number of funded childminders will be increased, especially to meet the demand for 30 hours childcare	Analyse locality needs for provision of different types – particularly funded childminders.  Promote funded childminding – advertising campaign; IAG Support new childminders to deliver funded places.  Provide information about 30 hour entitlement – encourage partnerships between schools and childminders to offer flexibility.	EY Policy and Development Officer  FIS  EY consultants	As required	Reports to Head of Early Years	Locality needs analysed from termly assessments of 2 year old take up and monthly synergy reports.  Poster advertising campaign for funded childminders undertaken. EY consultants have promoted funded childminding to those eligible in areas of additional place needs – and by FIS to new / proposed childminders. Funded options also promoted by PACEY through the HBCA course. <i>Further promotion at childminder conferences – to take place during term 2016</i>  Information about the 30 hour entitlement shared at EY Leadership Forums each term; and through monthly Key Messages newsletters. <i>NY selected as an 'Early Innovator' in January 2016. Action plan to be developed and implemented March 2016 – July 2017.</i>
3. Monitoring of the demand and take up of 2, 3 and 4 year	Review and update 2 year old place take-up by areas – identifying place shortages and surpluses Review headcount analysis of take-	EY Policy and Development Officer	Termly	Reports to Head of Early Years	Termly monitoring informed by headcount analysis and communicated to the Prevention Service and Health partners to inform their engagement strategy. Take-up increased from 68-74% during 2015-16.

old funded places will ensure that the demand for each area is matched with capacity to increase where needed	up against those potentially eligible for places. Monitor access to full 15 hour entitlement and develop capacity as needed with schools and EY providers	EY Consultants  FIS			Place creation responses made in areas of identified need. <i>Annual review to be completed with 15 / 16 sufficiency report.</i>
4. Parents are able to access OOSc provision according to needs	Monitor numbers of schools operating out- of-school provision, along with holiday play schemes and promote provision to parents Provide current information on-line for families. Signpost schools to IAG to enable them to provide OOSC provision.	EY Policy and Development Officer	Termly	Reports to Head of Early Years	Information provided to parents in response to FIS enquiries. Parents' responses to questionnaire shared with providers at EY Leadership Forums (Spring 2016). Information and signposting provided to schools looking to set up OOSc provision by FIS. <i>More detailed data collection to be undertaken through the 2015-16 sufficiency audit – and reported at locality levels.</i>
5. Families can source IAG when needed in order to be able to access childcare as required.	Promote the Families Information Service. Provide up to date, comprehensive on-line information and guidance for parents	FIS  On-line  Children's Centres	On-going	Monitoring by Head of Early Years	Weekly updates to website information made by FIS in order to ensure openings / closures are comprehensive; and Ofsted judgements are current. Website mapping categories expanded to include governor-run provision through schools. <i>Families website being continuously reviewed and updated to ensure IAG is current.</i>
6. Any sufficiency issues are identified and addressed as quickly as possible	Identify needs Develop and implement required responses	EY Policy and Development Officer	As required	Reports to Head of Early Years	See comments in points 1 and 3 above. <i>Termly place availability surveys to be embedded by move from questionnaire to on-line e-portal process in Spring 2016.</i> <i>On-going development of clear reporting system to follow.</i>

Also					
<p>The 30 hour childcare entitlement trial is managed successfully.</p> <p>Strategic and operational responses are scoped to the focus issues in rural areas.</p>	<p>Monitor changing policy, guidance and initiatives</p> <p>Develop appropriate responses to trial activities</p> <p>Analyse implications</p> <p>Prepare/present proposals to Officers / Decision Makers.</p> <p>Collate and submit LA responses to consultations / trial monitoring duties.</p>	<p>Head of Early Years</p> <p>EY Policy and Development Officer</p>	<p>When necessary</p>	<p>Reports to Strategy and Development Manager</p>	<p>See point 2 above.</p> <p>Head of Early Years has attended all national and regional briefings and shared information with colleagues as policy initiatives have evolved.</p> <p>Head of Early Years undertook consultation with the sector; a Craven focus group; and CYPS service leads to construct and submit an application to act as an Early Implementer.</p> <p><i>Following successful submission and selection to act as an 'Early Innovator' of a thematic trial to investigate the implications for rural provision and provision for children with SEND, the Head of Early Years to construct and lead the implementation of an action plan – March 2016.</i></p> <p><i>LA to share learning and communicate findings with DFE; trial partners; NY officers, providers and partners; and through regional and national networks during 2016-17.</i></p>
<p>Annual Childcare Sufficiency report for 2015-16 will be prepared and undertaken.</p>	<p>Develop new methodology using the provider portal</p> <p>Undertake childcare provider survey</p> <p>Analyse data</p> <p>Prepare report</p> <p>Present report to Executive Members</p> <p>Publish annual report</p> <p>Share with CYPS colleagues, EYIP and providers</p>	<p>EY Policy and Development Officer</p> <p>FIS team</p> <p>Performance and Outcomes team</p> <p>Finance team</p> <p>EY Policy and Development Officer</p>	<p>February 2016</p> <p>March 2016</p> <p>May 2016</p> <p>June 2016</p>	<p>Report to Head of Early Years</p>	<p>In process Spring 2016.</p> <p><i>Question set combining statutory requirements, the FCT annual childcare costs survey and the holiday childcare costs return to be combined into an on-line e-portal form.</i></p> <p><i>Termly place availability surveys to be undertaken on-line.</i></p> <p><i>Meetings with systems team colleagues and P &amp; I taking place to identify implementation and analysis / reporting mechanisms.</i></p> <p><i>Report to Executive members</i></p> <p><i>Publish on the website</i></p> <p><i>Outcomes to be shared with EY providers through Summer term leadership forums, childminders through Key Messages; and schools through the red bag.</i></p>

2016-17 Sufficiency Action Plan will be developed and implemented.	Preparation of action plan addressing needs / actions from audit.	EY Policy and Development Officer	May 2016	Report to Head of Early Years	<i>To be In place and communicated by the end of June 2016.</i>
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