



2005 – 2006

Annual Report

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Aims of the Partnership

Ross and Cromarty Childcare Partnership aims to:

- Bring together a wide range of providers and service users in the public, private and voluntary sectors in a spirit of co-operation and genuine partnership
- Use the shared knowledge, commitment and resources of all partners to promote the expansion of high quality early education and childcare in Ross and Cromarty
- Address strategically the identified needs of children and families in Ross and Cromarty seeking access to and information about early education and childcare services
- Plan the development of early education and childcare services as part of the integrated planning framework for children and young people's services in Ross and Cromarty
- Ensure that the plans for early education and childcare enhance the care, play and learning experiences of all children in Ross and Cromarty recognising the special needs of particular individuals and groups
- Have regard to the principles of social inclusion, equal opportunities and anti-discriminatory practice.
- Have regard to the principles of best value in the allocation of public funds
- Monitor and evaluate its own effectiveness

The CC+FR Partnership continue to meet every 2nd month and continue to be chaired by Cllr David Alston with the Vice Chair Susan Russell – Public Health Care Practitioner. Meetings are well attended by on average 15 - 17 individuals from across the sectors include Vol sector, Health, Education and Social Work.

The Partnership has a number of sub groups that operate and feed into the main Partnership as and when required. These are

- Early Years / Sure start
- Out of School
- Parenting
- Training
- Priorities
- Funding

The Partnership continues to feed information directly, via the Childcare and Family Resource Officer, to the Ross and Cromarty Area Children Services forum who in turn ask the Partnership for advice and guidance on Early Years, childcare and family support issues.

Introduction

The purpose of this report is to

- Indicate the various developments in childcare that the Partnership are working towards during 05- 06 and into 2007. the development plan for 2007 - 2009 is in Appendix 1
- Highlight the grant spend on childcare and family Support services in Ross and Cromarty during 05-06.
- To provide some information on the numbers of childcare places per sector

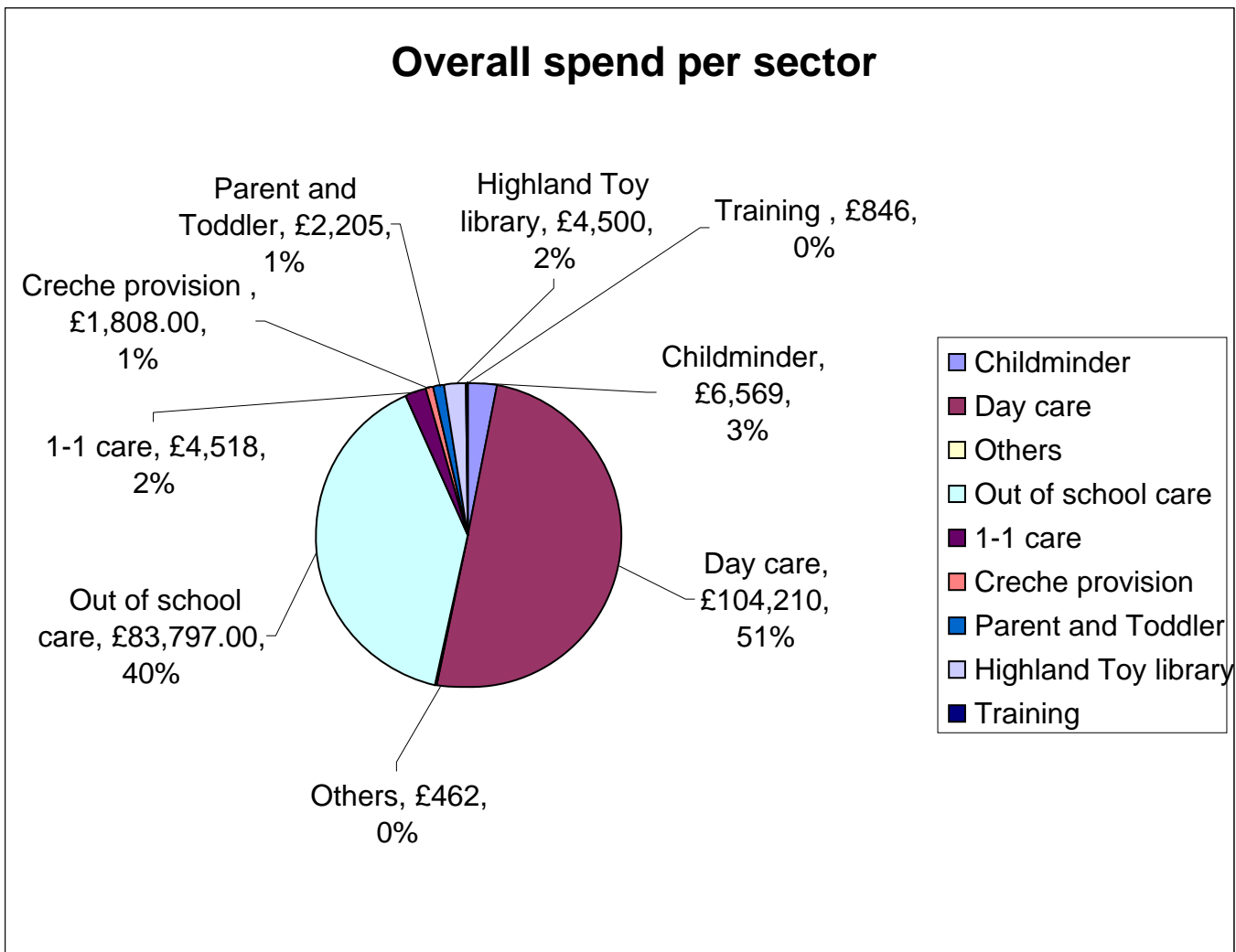
It has been yet another busy year in drawing together a number of initiatives and providing information for some of the more difficult and painful (for some communities) decisions under the early years review.

Finances - Grants

Grants are applied for either prior to the beginning of the financial year or on an as and when required basis, and decisions are made by the CC+FRP sub group which meets on a as and when required basis, but always at the beginning of the financial year to oversee the projected spend.

The criteria for the allocation of grant assistance relates to the applying organisation, creating childcare places where there is a proven need or for sustaining of childcare places where the service would otherwise be unsustainable.

The following chart indicates the level of spend per sector. This year's budget was £207,915



The Sectors – A Breakdown.

The following sections give statistical information on each sector and a breakdown of how grant money was spent.

Childminding

The childminding sector has as its umbrella organisation the Scottish Childminding Association and there is a local Development Officer in place to support the development of new childminders and to develop the quality of provision across Ross and Cromarty. One of the main aims here is to develop networks of childminders to enable local support amongst its members and also to raise the profile and value to any community of childminding services.

Susan Weir is the Development Officer contact details are included in the appendix 1

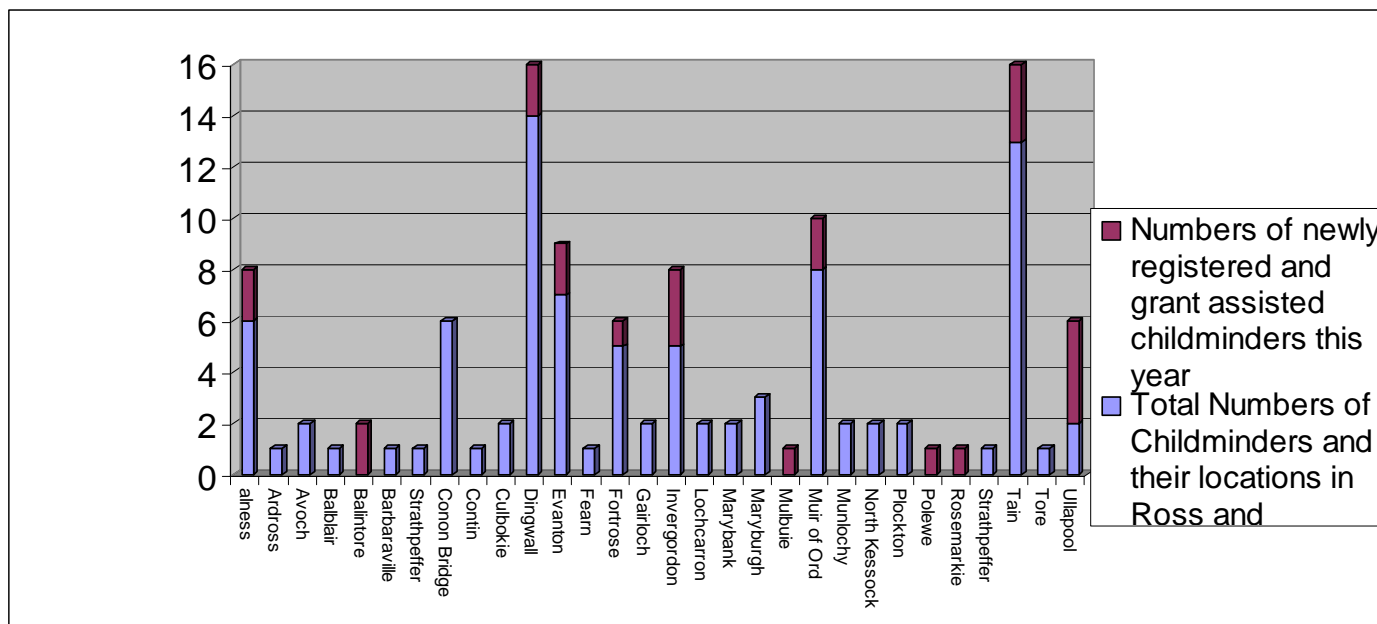
The number s of new childminders this financial year that have been supported by the CC+FRP has reached an all time high with a total of 24 in comparison with 17 in the previous year.

The present grant assistance comes in two forms; A Start up

Start up pack and a start up grant, which can be applied for by any newly registered Childminder whom has undertaken the SCMA Preparation course. Details of these courses are sourced from SCMA or the Dev. Officer. The grants are mainly in the region of £250.00 - £300.00.

The Chart below indicates the numbers of Childminders across the area

The Present Numbers of Childminders per area.



In 2004 -2005 there were approx 91 registered childminder across the area and in 2005-2006 there was a significant increase to 117 actively providing a service.

Regardless of this increase – there is no doubt that in many areas there are still not enough childminding places available, however it is extremely difficult to quantify and the Partnership will continue to promote childminding in most communities across the area and get better at understanding exactly where gaps in service are.

Such initiatives as Working for Families have helped in reaching some new providers and this is very much welcomed by the Partnership.

A summary is laid in Appendix 3 on the actual grant spend per childminder and this also shows the level of service that the newly registered Childminders were operating at when they returned the forms

After School Care Clubs.

After School care clubs are run in a variety of ways in Ross and Cromarty and the umbrella organisation for the sector is the Out of School Care Federation.

The Locations of the clubs is shown in the table below and indicated how they are run and how often they are open.

Club Name	Type of Org	Type of Premises	Opening Hours	Number registered for	Children on the register	Numbers actually attending average.	Funded by
Ankerville Full day Nursery	Private	Domestic property	Term and Holidays	30	53 (pre school as well as primary)	22 am + 11 pm (after the pre school session)	Fees
Tigers Club. Averon Centre Alness	Charitable company	Averon Centre Leisure Centre	Term and Holidays	24	56	24	Fees
Newmore	Vol Org	Uses school Premises, Class room	Term only days may vary	16	29	10	CC+FRP+ Fees
TRACC Tain	Highland Council Community learning and Leisure	TRACC HC premises Community Complex 2 miles from Primary	Term and Holidays	24	55	18 / 20	Term time Fees Holiday CC+FRP+Fees
Ullapool	Vol. Org	Village Hall premises 200 meters from school	Term and occasional Holidays	16	45	8	CC+FRP + Fees
Gairloch Childcare Group - Full day Nursery	Vol. Org	Portacabin on rented ground	Term and Holidays	24			CC+FRP+Fees
Strathpeffer GROOVE	Out of school Care Federation	Community Centre Next to sch.	Term and Holidays	22	45	15 / 20	CC+FRP + Fees
North Kessock GROOVE	Out of school Care Federation	School Classroom	Term and Holidays	16	63	16	CC+FRP + Fees
Cromarty Action for Young People	Charitable Company Ltd By guarantee	East Hall HC Premises 200 meters to school	Term and Holidays	27	72	6 pre school 8 Primary aged	CC+FRP + Fees
Dingwall 3 O'clock Club	Vol. Org	Portacabin HC Property On school grounds	Term and Holidays	40	200	35	Fees
Avoch GROOVE	Out of School Care Federation	Community Centre next To school	Term and Holidays	24		16	CC+FRP + Fees
Dunglass GROOVE	Out of School Care Federation	Marybank school	Term and Holidays	20		10-15	CC+FRP+ Fees
Culbokie GROOVE	Out of School Care Federation	School Classroom	Term and Holidays	16		10-12	CC+FRP+Fees
Milton	Charitable Company	Milton Community Wing	Term time occasional Holidays one day per week	Not registered With S.C.C.	50	24	CC+FRP+ Fees
Ross Shire Special Needs Playscheme	Charitable Company	Park Primary Dingwall Academy	Holidays only	Various venues	60	10-12 per session	CC+FRP Fees CIN & many others

11 Out of School Clubs and 3 full day Nurseries, and 1 Special Needs Playscheme that provide out of school care for Primary aged children with approximately 300 after school childcare places across the area.

With a primary school population of 4336 this equates to one place in a club for every 14.5 children

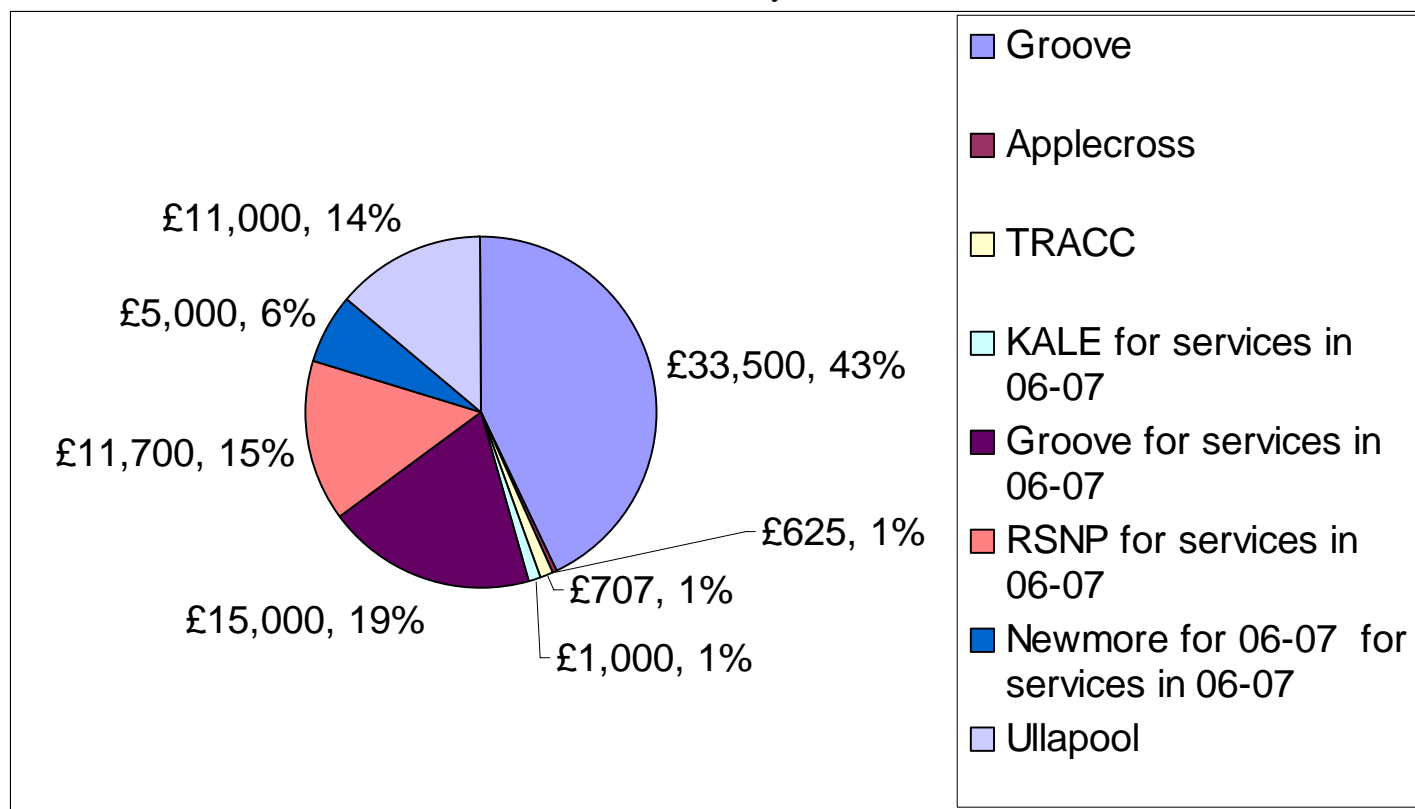
Gaps where sustainable services could potentially be achieved are -

Invergordon – there has been little development in this community after a flurry of activity early in the year with questionnaires circulated and meeting held – it is still necessary to push to find available premises to deliver the service. The partnership and the Working for Families initiative have committed money to enable this service to start. – **Premises required urgently!**

Many other areas such as Evanton – Ardross – Portmahomack - Lochcarron need childminders and transport links to enable access to childminders or clubs but there has been little movement on this year - a priority for next.

Finances

The grants requested from the Partnership towards After School care breaks down in to a number of clubs indicated in the chart below some of which is for the delivery of service in 2006-2007.



There has not been any significant development in terms of new after school childcare places in 2005-6, but a consolidation, however the Tain After School Club were able to feel confident about opening for the first time in the holidays periods with the grant that the Partnership was able to offer to support this development. This has proved to be a popular addition to services in the community.

The picture is one of consolidation of those clubs that are not yet sustainable since the funding from NOF or other sources has now come to an end.

The Partnership wishes to support this full network of clubs to operate as openly and as often as is required , however holiday periods drain considerable some Clubs finances and there may need to be compromise in some communities in 2006-2007 – but these decisions will be all be based on the available grant assistance and the actual demand for service.

All communities affected will have the opportunity to discuss these issues in the new financial year as holidays approach.

The main aim of all of the clubs particular in summer is to provide not only good quality care but also to provided an interesting an diverse activity programme and in this year we were supported in doing this by Community Learning and Leisure, whom supplied finance for a performance week of drumming with the active school co-ordinators in some areas and the OSH Project in providing sporting activities on a weekly basis. This proved popular and the intention for 2006-2007 is to build upon this.

However it must also be noted that all clubs themselves are exceptional creative in putting on – in house activities to provide the children with a wide range of options and to encourage children to attend sessions.

Ross shire Special Needs Playscheme also received Grant assistance again for services in 2006-2007 however a sum of £23,000 was available for the deliver of service from the previous financial year and they have successfully delivered holiday play schemes to children affected by disability. The attendance at the scheme is indicated below and a full annual report on all the scheme activities can be obtained from Morag Robb -details in appendix 1

Attendance

STRATHPEFFER/DINGWALL			INVERGORDON		
Children Expected	Children Attending	% age	Children Expected	Children Attending	% age
EASTER					
66	61	92.4%	86	83	96.5%
SUMMER					
240	220	91.6%	244	228	93.4%
OCTOBER					
42	40	95%	44	42	95.4%
OVERALL ANNUAL	321	93%		353	95.4%

Day care

Until recently full day nurseries have only been located in Tain and Cromarty and Gairloch – of which only the Tain Nursery is self financing. However the opening of Kilcoy Kindergarten near Tore has created an instantly sustainable service, which is near full and developing to offer 3 + 4 yr old pre school education.

In Dingwall a number of developments are under way - Pefferside day care centre for 3+4's has increased significantly the number of children attending both for Pre school but also for the full wrap around service. A small grant has assisted them in staying open during the quieter periods of the holidays but the usage continue to increase.

From the private sector two individual companies have been granted Planning permission for the development of Full day Care nurseries and this will create a significant number of Childcare placers –this could be view as too many for the community – looking at the slow but gradual development of Pefferside – and there is no doubt this will also have affect on the amount of Pre school education places required in Local Authority or Partner centres, in the coming years.

In Alness a private provider has also had planning permission agreed and has received a significant grant from the CC+FRP towards this development.

By 2007 the main populated corridor of Ross and Cromarty could be served by facilities located in prime strategic position to provide a service for many communities again this may have an impact upon Pre school education providers in some areas.

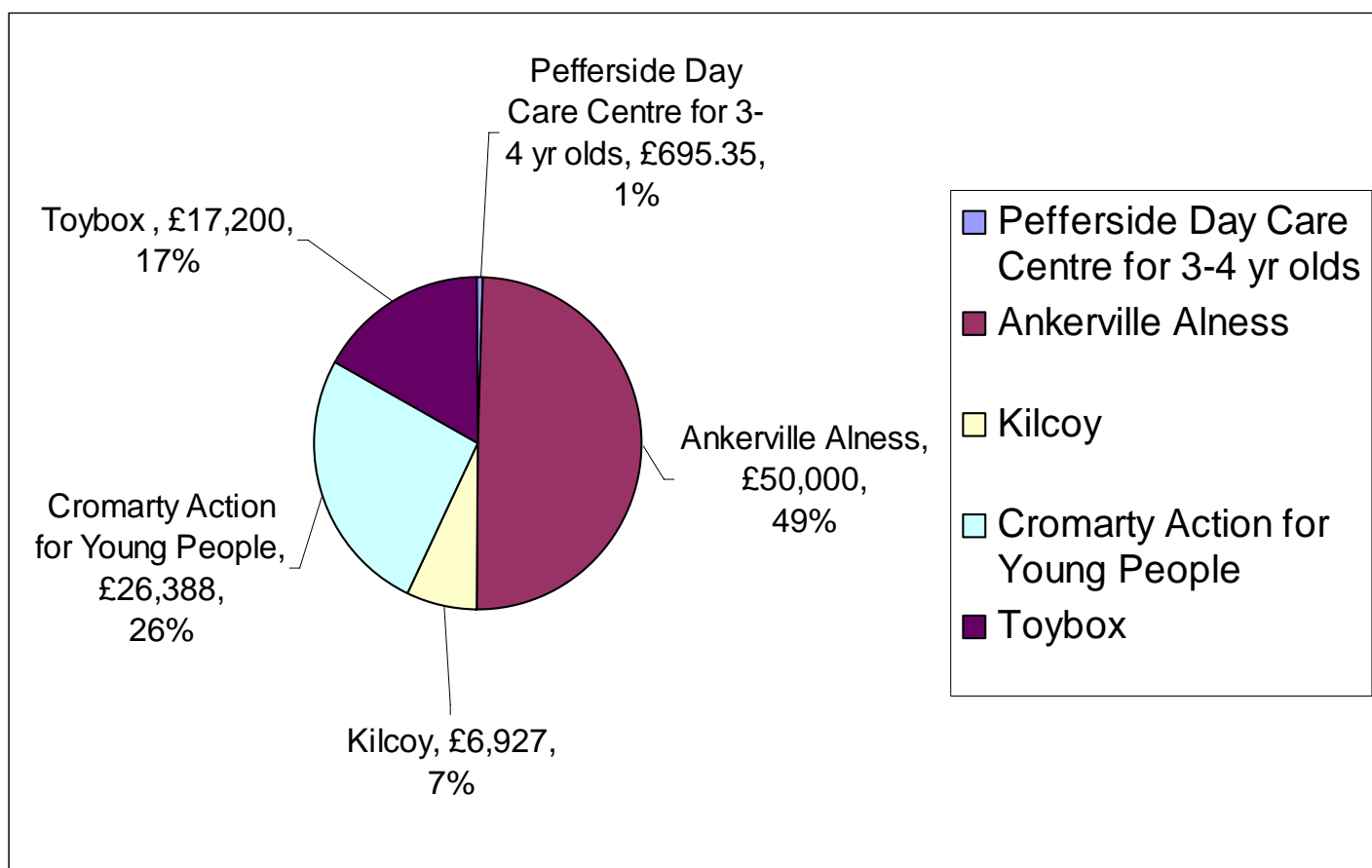
It is viewed that further developments would only be sustainable once these facilities are at full capacity with a possibility that the Black Isle may be a location for any future services.

In Gairloch the community run facility continues to develop and provide for healthy numbers of children and has reduced their financial deficit successfully, and is now looking forward to the creation of a new site to consolidate the service further over the coming years.

In Cromarty, CAYP successfully achieved a small reduction in deficit the new board of directors and committee have worked extremely hard at achieving this. The service is seen as essential to this rural community and their situation highlights many of the difficulties in providing full wrap around care in smaller communities.

A summary is laid in Appendix 4 on the actual grant spend by 3 of the funded organisations

Finances



Training

It does appear from the actual grant spend only a small spend was achieved on training this year – this gives a false picture – due to some free training and not all invoices not being process this year.

The award from RACE of nearly £18,000 has also helped significantly in providing the programme to the sector which includes 6 staff being able to undertake there SVQ in childcare and nearly 140 others being involved in Child Protection training, Behaviour management, First Aid and Deaf Awareness - a full programme is attached in appendix 5. A full evaluation report is available from the CC+FRP Officer.

Parent and toddler Groups

Grants have been awarded to Seaboard Parent and toddler (£600), Applecross Parent and Toddler (£900), Dingwall Baptist Church (£300) and a newly established group in conjunction with the Balintore residency group(£400). The grants were mainly spent on storage and equipment to support the ongoing development of the groups.

Crèche Provision

The sum of £1808 was spend on the delivery of crèches from Direct childcare. The Merry Dancers received £862 for a Milnafua group of parents undertaking a community film; the film is available upon request. Evanton Childminders received £190 for some training and information sessions and £450 for the West coast Road shows that took place during the year.

A sum of £306 was awarded to CAYP for the delivery of a crèche to support Careers in delivering training in Cromarty.

Crèche grants are not a normal award and can only be offered where it is clear that long term funding is not required – and it is essential that all organisations requiring crèches ensure that these costs are built into the budgets for the delivery of the service.

Early Years review.

The policy directive from the Joint Committee on the Early Years review has brought the Partnership in to be involved in some difficult but necessary strategic decisions over pre-school provision in some communities. There is an emphasis in the review on ensuring appropriate provision is available but includes wrap around care for those whom need this – there is considerable work to be undertaken to ensure this can happen and as already stated the private sector will have a significant bearing on this – but where possible and where a service is deemed necessary then care should be developed around pre school education. Developments and rationalisation will be discussed over the coming two years or so.

Further Information

For anyone requiring further information on issues highlighted in this report contact Ian Goode on 01349 866252 or ian.goode@highland.gov.uk

Appendix 1: CC & FRP Members List

First Name	Surname	Company	Tel.	Email	Address	Postcode
Katie	Adam	Scottish Childminding Assoc.	01463 715545	office@highlandcma.fsnet.co.uk	3 Gordon Terrace, Inverness	IV2 3DH
David	Alston	Highland Council	01381 600243	david.alston.cllr@highland.gov.uk	Buzancy, 51 church Street, Cromarty	IV11 8XA
Lynne	Bannister	Family First		familyfirst@onetel.com	The Gateway, 1a Millburn Road, Inverness	IV2 3PX
Sam	Brogan	Highland Council	01463 711176	sam.brogan@highland.gov.uk	Childcare & Early Education, Clachnaharry Old School, Inverness	
Stephanie	Bruce	Highland Pre School Services	01463 703033	sbruce863@aol.com	Dochfour Drive, Inverness	IV3 5EV
Susan	Campbell	NCH	01349 880548	Susan.campbell@NCH.org.uk	Perrins Centre, Alness	IV3 5NN
Dorothy	Cuthbert	Himats	01463 703033	dorothysma@aol.com		
Kolette	Fraser	Out of School Federation	01463 717893	kfraser@ooscfed.org	9 Ardross Terrace, Inverness	IV3 5NQ
Marion	Fraser	Homestart	01349 883484	home-start.rossandcromarty@ecosse.net	Perrins House, Perrins Centre, Alness	IV17 0UE
Ian	Goode	Highland Council	01349 866232	ian.goode@highland.gov.uk	Conon Family Resource Centre, Sellar Place, Conon Bridge	IV7 8BU
Peter	Hoffmann	Highland Council	01349 868477	peter.hoffmann@highland.gov.uk	Ross House, High Street, Dingwall	IV15 9JE
Ceitidh	Hutton	Comhairle Nan Sgoiltean Araich	01862 894304	ceitidh.hutton@tiscali.co.uk	1-3 Drummond Street, Tain	IV19 1EE
Maureen	Keough	Highland Council	01349 868529	maureen.keough@highland.gov.uk	Council Offices, High Street, Dingwall	IV15
Katy	Kitchingham	Safe, Strong & free	01862 851634	travellingkaty@yahoo.com	3 Wester Rarichie, Fearn	IV20 1XH
Bob	Litster	HPS Alan + Co-ordinator	01381 622406	bob@litster.fsife.co.uk	c/o HPS, Dochfour Drive, Inverness	IV3 5EV
			07900082596			
Angela	MacLean	Highland Council	01463 811206	Angela.maclean.cllr@highland.gov.uk	21 Grant Crescent, Maryburgh	
Kath	MacLennan	Out of School Care Federation	01463 794035	kmaclennan@ooscfed.org	9 Ardross Terrace, Inverness	IV3 5NQ
Carol	MacRae	Ankerville Nursery	01862 894076	ankerville@postmaster.co.uk	Ankerville House, Ankerville Street, Tain	IV19 1BH
Raine	McLennan	RACE	01349 855217	raine.maclennan@hient.co.uk	RACE, 69-71 High Street, Invergordon	IV18 0AA
Yvonne	Munro	Family First	01854 612614	familyfirstull@onetel.com	The Village Hall, Market Street, Ullapool	IV26 2XE
Gillian	Newman	Highland Children's Forum	01463 223000	gillian.newmanhcf@btconnect.com	Unit 6, 15 Lotland Place, Inverness	IV1 1ST
			07789 680811			
Margaret	Paterson	Highland Council	01349 864424	margaret.paterson.cllr@highland.gov.uk	Craiglea, Craig Road, Dingwall	IV15 9LF
Sonny	Rhind	Averon Leisure Centre	01349 882287	averonmanager@tiscali.co.uk	Averon Centre, Ardross Road, Alness	IV17 0QB
Morag	Robb	Ross-Shire Special Needs Playscheme	01862842284	rsnp1@tiscali.co.uk	Joss Street Hall Joss Street Invergordon	
Susan	Russel	Highland Primary Care Trust	01349 863313	susan.russel@hpct.scot.nhs.uk	Maywood, Ferry Road, Dingwall	IV15
Helen	Sharp	Highland Council	01463 711176	Helen.sharp@highland.gov.uk	Childcare & Early Education, Clachnaharry Old School, Inverness	
Morven	Shepherd	Out of School Federation	01463 717893	mshpherd@ooscfed.org	9 Ardross Terrace, Inverness	IV3 5NQ
Campbell	Stewart	Jobcentre Plus	01389 823339	CAMPBELL.STEWART1@jobcentreplus.gsi.gov.uk	Jobcentre, 6-8 Bridge St., Dumbarton	G82 1SN
			07786 112019			
Susan	Standish White	Healthways		susanne.standishwhite@highland.gov.uk	Dingwall Leisure Centre, Tulloch Avenue, Dingwall	IV15 9LH
Val	Steele	Highland Council	01349 863441	val.steele@highland.gov.uk	13 Castle Street. Dingwall	IV15 9HU
Charles	Stephen	Highland Council	01349 868801	charles.stephen@highland.gov.uk	Station Road, Dingwall	IV15 9JE
Glynne	Williamson	Early Education Officer for E. Ross	01463 711176	glynne.williamson@highland.gov.uk	Old Schoolhouse, Clachnaharry, Inverness	IV
Catherine	Zawalnyski	Highland Primary Care Trust	01349 863783	Catherine.Zawalnyski@hpct.scot.nhs.uk	Maywood, Ferry Road, Dingwall	IV15
			07990 776813			

Appendix 2: Development Plan 06-09

Priority	Points of Action	Targets
Implementation of School Out document –‘to provide an Out of School childcare place for every child who needs it’	<ul style="list-style-type: none"> Out of School Club sustainability 	<ul style="list-style-type: none"> In 2006 –Alness Tigers, The 3 O’clock Club and Tain in ‘term time’ are sustainable.
	<ul style="list-style-type: none"> Develop pro-active links with each club and community 	<ul style="list-style-type: none"> In 2007-2008 implementation of strategy in rural communities.
	<ul style="list-style-type: none"> Feasibility in development of S1+ S2 clubs in secondary schools 	<ul style="list-style-type: none"> By 2008 the GROOVE Network of Dunglass, Culbokie, Strathpeffer, N. Kessock and Avoch will be collectively sustainable and Tain ‘holiday time’ will also be sustainable
	<ul style="list-style-type: none"> Develop Childminding services specific to Out of school Care where required in rural Ross and Cromarty 	<ul style="list-style-type: none"> By 2008 S1 +S2 pilot clubs in progress In 2006 -07 on an as and when required basis
Sustainability of grant funded organisations	<ul style="list-style-type: none"> The continued monitoring of these organisation on a monthly basis 	<ul style="list-style-type: none"> CAYP – reduced deficit each year 2008 target deficit under £10,000
		<ul style="list-style-type: none"> Toybox - reduced deficit each year 2008 target deficit under £8,000
	<ul style="list-style-type: none"> The request for standardised information when reporting back and on requesting grant assistance. 	<ul style="list-style-type: none"> Ullapool- reduced deficit each year 2008 target deficit under £6,000
		<ul style="list-style-type: none"> GROOVE network reduced deficit each year 2008 target deficit under £6,000
Community Planning	<ul style="list-style-type: none"> Higher profile of Early Years Services within the planning process 	
Early Years information	<ul style="list-style-type: none"> Professional working in each associated School groups have appropriate Early Years information on available services and their roles with in area 	<ul style="list-style-type: none"> By 2007 clear information has been produced in order to promote services per ASG
	<ul style="list-style-type: none"> Promote the Childcare Information Service through schools and Early Years services 	<ul style="list-style-type: none"> By 2007 increased usage of CIS
	<ul style="list-style-type: none"> Ensure all registered organisations update their information held by CIS 	<ul style="list-style-type: none"> By 2008 all registered organisations have regular contact with CIS to update information
Publicity	Develop simple promotional materials for the CC+FR Partnership on aims and priorities and services	<ul style="list-style-type: none"> By 2007

Training	<ul style="list-style-type: none"> Evaluate effectiveness of SVQ's funded through CC+FR Partnership 	By 2008 at least 7 funded SVQ completed
	<ul style="list-style-type: none"> Continue training programme to all Early Years and Family Support sector 	Each year 120 individuals received other training – including Child protection, First aid, Food Hygiene and other s informed by participating individuals.
	<ul style="list-style-type: none"> Develop flexible programme to ensure continued professional development and upgrading of core skills 	
Development of Full day childcare Facilities	<ul style="list-style-type: none"> Support private developments in Alness and Dingwall Consider any gaps in service i.e. on the Black Isle 	<ul style="list-style-type: none"> By 2007/8 facility providing service and included in CC+FR Partnership meetings
		<ul style="list-style-type: none"> By 2007/8 facility providing service included in CC+FR Partnership meetings
		<ul style="list-style-type: none"> By 2008/9 conducted feasibility into the viability of service on the Black Isle or other areas if identified.
Sure start	<ul style="list-style-type: none"> To ensure that all Early Years services and family support services providers are aware of their role with Sure start developments. That changes in service delivery are supported by the CC+FR Partnership 	<ul style="list-style-type: none"> By 2008 all services fully integrated
Parenting	<ul style="list-style-type: none"> Continue to support the Parenting Sub group in supporting partners in providing parenting services. 	<ul style="list-style-type: none"> By 2007/8 Parenting education is delivered across the area in a strategic way
		<ul style="list-style-type: none"> By 2007/8 a range of programmes are available to support families across the age spectrum
		<ul style="list-style-type: none"> By 2007/8 Early Years and family Support staff are aware of parenting programmes and the approaches used
Early Years review	<ul style="list-style-type: none"> To ensure awareness of the review is kept as a high priority The Partnership are made aware of areas of development required and any areas where under provision are likely to occur To ensure that opportunities for enhanced provision in all pre school services are reviewed and developed in a strategic manner 	<ul style="list-style-type: none"> By 2008 the review has been implemented with short term actions complete and longer term goals set and in progress.
		<ul style="list-style-type: none"> Ongoing
		<ul style="list-style-type: none"> On going

Appendix 3: Childminders' Grant Spend

Grant Amount	Reason for grant	Term time hours	Holiday hours	Charge per hour	Ave No. child	Age 0 - 3	Age 4 - 5	Age 5 +	Total h'rs per day	No. places available	Tax Credit take up	Information to parents	CIS	Comments relating to grant	Part of network
£300	Play Equipment	30 hrs	30 hrs	£3.50											
					Mon	2	1	1	6	1	3				
					Tue	2	1	1	6	1					
					Wed	2	1	1	6	1	Policies and procedures information sheet - includes price per hour/ hours of work	Yes	very useful in helping start up	No	
					Thu	2	1	1	6	1					
					Fri	2	1	1	6	1					
	Sat														
£300	Equipment	50	50	£3.00											
					Mon	6	2	2	36		4				
					Tue	8	3	1	5	34.5					
					Wed	4	1		3	16	3	Brochure and policy to all new parents	Yes	Thank you	Yes
					Thu	4	2		2	18	3				
					Fri	4		1	3		3				
	Sat														
£300	Start up equipment	42	42	£3.00											
					Mon	3	1	2	8.5 per child	3	1				
					Tue	3	1	2	8.5 per child	3					
					Wed	3	1	2	8.5 per child	3	Verbally on daily basis Children's Progress etc Written (bills etc)	Yes		No	
					Thu	3	1	2	8.5 per child	3					
	Fri	3	1	2	8.5 per child	3									
£270	Play Equipment and Smoke alarm	47.5	47.5	£3.50											
					Mon	6	1	4	3	2	2	Information sheets at first interview.			
					Tue	6				2					
					Wed	6				2	Contract up-dates. Monthly letter when needed to inform of any changes	yes		No	
					Thu										
	Fri	1				3									

Grant Amount	Reason for grant	Term time hours	Holiday hours	Charge per hour		Ave No. child	Age 0 - 3	Age 4 - 5	Age 5 +	Total h'rs per day	No. places available	Tax Credit take up	Information to parents	CIS	Comments relating to grant	Part of network
£200	Insurance and start up equipment	8			Mon	3			3	1	4		Introduction pack including policies and reg. form	No	Very useful for equipment. Thank you	No
					Tue											
					Wed											
					Thu											
					Fri											
					Sat											
£234.36	Fencing Materials and Insurance				Mon											
					Tues											
					Wed											
					Thu											
					Fri											
					Sat											
£250	Shed and Equipment	50	5 wks	£3.00	Mon	2	2			9	6	2	Information Leaflet	Yes	Would help be available for a ramp so I could have disability access	No
					Tue	2	2			9	6					
					Wed	2	2			9	6					
					Thu	2	2		1	9	6					
					Fri	2	2			9	6					
					Sat	1										
£200.00	Equipment Storage	47.5	47.5	£4.00	Mon	2	1	1		9	4		Talking/letters			No
					Tue	2	1	1		9	4					
					Wed	2	1	1		9	4					
					Thu	2	1	1		9	4					
					Fri	2	1	1		9	4					

Grant Amount	Reason for grant	Term time hours	Holiday hours	Charge per hour		Ave No. child	Age 0 - 3	Age 4 - 5	Age 5 +	Total h'rs per day	No. places available	Tax Credit take up	Information to parents	CIS	Comments relating to grant	Part of network		
£240	Internal door with safety glass panels	50	25 days	£3-£4	Mon								Booklet of policies and procedures, H & S info	No		No		
					Tue													
					Wed													
					Thu													
					Fri													
£100	Outdoor toys & equipment	40	40	£3.00	Mon	2	2			18	1		Policies, chats, phonecalls	No	Really appreciated it	Yes		
					Tue	2	1	1		18	1							
					Wed	1		1		9	2							
					Thu	3	2	1		18	1							
					Fri													
£60	2 Booster Seats	40	40	£3.00	Mon		1	2		8			Information pack. Given a leaflet with some info but scaled down for better reading	Yes		No		
					Tue		2	1		8								
					Wed		2	1		8								
					Thu			1		4	1							
					Fri													
£149	Nursery Equipment	No longer charging	Mon															
			Tue															
			Wed															
			Thu															
			Fri															
£250	New Toys and equipment	47.5	47.5	£3.50	Mon	3		2	1	10	3			Yes	Thank you very much for the money. It has been very useful and beneficial for my business			
					Tue	3		2	1	10								
					Wed	2		2		8								
					Thu	1		1		5								
					Fri	1		1		5								

Grant Amount	Reason for grant	Term time hours	Holiday hours	Charge per hour		Ave No. child	Age 0 - 3	Age 4 - 5	Age 5 +	Total h'rs per day	No. places available	Tax Credit take up	Information to parents	CIS	Comments relating to grant	Part of network
£200	Outdoor play equipment	50	50	£3.00	Mon	2	1	1		18	1	2	Information welcome pack	Yes		Yes
					Tue	2	1	1		14	1	keep records about child				
					Wed	4	2	2		20		Daily diary for each child				
					Thu	2	1	1		18	1					
					Fri	1		1		9	2					
£300.00	Double buggy. Outdoor large play equip	50	50	£3.00	Mon	2	1	1		8	1	2	Information pack and contract	No		
					Tues	1		1		4	2					
					Wed	2		2		4	1					
					Thu	3		3		8	0					
					Fri	1	1			4	2					
					Sat	0					3					
£115.93	Start up assistance	20	20	£3.00	Mon						2		Information sheet By telephone	In process		No
					Tues	1	1			5	1					
					Wed	1	1			5	1					
					Thurs	1	1			5	1					
					Fri	1	1			5	1					
£150	Toys and equipment	43	43	£3.50	Mon	1	1			8.5	1		Childcare Register Highland Council Website Word of mouth	Yes		No
					Tues	2	2			8.5						
					Wed	1	1			8.5	1					
					Thurs	1	1			5.5	1					
					Fri						2					

Grant Amount	Reason for grant	Term time hours	Holiday hours	Charge per hour	Ave No. child	Age 0 - 3	Age 4 - 5	Age 5 +	Total h'rs per day	No. places available	Tax Credit take up	Information to parents	CIS	Comments relating to grant	Part of network
£200	Storage and safety equipment	45	45		Mon										
					Tues										
					Wed										
					Thurs										
					Fri										
£150	Toys, Storage, & Safety Equipment	50	50	£3.00.	Mon										
					Tues										
					1	1		5	4	I use a booklet that I give to parents which details all my policies	No	Yes			
					1	1		6	4						
					3	3		5	4						
Fri															

Appendix 4: Day Care Spend

Name of Organisation		Pefferside Centre	The Toybox Children's Centre	Kilcoy Kindergarten
Grant Amount		£695.35	£17,000	£6,927
Reason for Grant		Sustainability over Summer Holidays	Sustaining money	To develop resources
Number of places sustained for day care 0-3 year olds per week (on average)	Places available	n/a	40	16 f/t (160 sessions)
	Places taken up	n/a	28	14 (138 sessions)
	Unallocated	n/a	12	2 (22 sessions)
1.Number of places sustained for integrated care and pre school education for 3-5 year olds per week (on average)	Places available for pre School education	20 a.m. 20 p.m.		8 f/t (40 sessions)
	Places taken up	20 am 20 pm		6.2 (31 sessions)
	Places unallocated for pre School education			1.8 (9 sessions)
	Places available for wrap around care	20 FT Equivalent	43	8 f/t (40 sessions)
	Places taken up	23 (pt/wrap around)	34	6.4 32 (sessions)
	Places unallocated for wrap around care		8	1.6 (8 sessions)
2.Out of school provision	Number of places available	N/A	20	N/A
	Places taken up		8	N/A
	Number of places unallocated		12	N/A
3.Number of places taken up by lone parents within the day care setting		7	5	2
4.Number of places taken up by children with special needs		1	0	0
5.Total amount of grant allocation taken by the project up to April 06		100%	£17,000	£3,791.72
6.Number of staff and volunteers involved in the project		3 FT Staff 1 Relief Cover	11	11 Staff 1 Volunteer
7.Number of parents who use the Childcare Tax Credit to help pay for their childcare		5	4	5
8.Details and methods of providing information to parents and how this was achieved	Board and	Newsletter Sent out to all Parents. Notice Welcome pack	Letters and word of mouth	Parent's handbook on registration. Bi monthly homelinks also provide parents with info about setting.
9.Comments and any additional information relating to the grant		Thank you!		Remainder of money for further resources for new 2 year old room

Appendix 5: Training Programme

Course Name	Locations to be delivered	Time & Length of Course	Course Code & Date	Delivered By	Details
Innovative Ways of working with materials from recycled waste	Dingwall Lower Town Hall	10.00am to 4.00pm (lunch provided)	<u>IW/12/05/1</u> 1 st December	Magpie Creative Recycling Project	The workshops will be delivered by practising artists from either a visual or drama background. Aimed at all childcare workers from all sectors to show those working with children 3-12 new and innovative ways of working with materials from recycled waste. The workshops will be practical and hands on.
			<u>IW/12/05/2</u> 2 nd December		
Child Protection Awareness Raising	Averon Centre Alness	7.00 pm to 9.00pm	<u>CP/11/05/1</u> 8th November	Claire Collins – Keeping Children Safe and Michelle Garner Highland Pre-School Services	An introductory workshop, lasting approximately 2 hours, to raise awareness of child protection matters. With the aim <ul style="list-style-type: none"> To develop awareness of ‘Children Scotland Act’ & implications for C.C. sector & voluntary committees. To help child care workers be aware of signs and symptoms of abuse To discuss appropriate procedures to follow if you suspect abuse To discuss your responsibilities for vetting procedures in recruiting appropriate staff.
	Ullapool MacPhail Centre	7.00 pm TO 9.00pm	<u>CP/11/05/2</u> 15 th November		
	Dingwall Primary Out of School Club Portacabin	10.30am to 12.30pm	<u>CP/11/05/3</u> 26 th November		
Basic Food Hygiene	Tain TRACC Rm22	9.15 to 4.30pm (lunch provided)	<u>BF/02/06/1</u> 20 th February	Colin Livingstone	<ul style="list-style-type: none"> This course is accredited by the Royal Environmental Health Institute of Scotland (REHIS) and on successful completion of the exam at the end of the course candidates will be awarded the REHIS Elementary Food Hygiene Certificate.
	Dingwall Education Centre Meeting Rm B	9.15 to 4.30pm (lunch provided)	<u>BF/03/06/2</u> 20th March		

Course Name	Locations to be Delivered	Time & Length of Course	Course Code & Date	Delivered By	Details
Special Needs Introduction	Conon Family Resource Centre Conon Bridge	10.00 am to 3.00 pm (lunch provided)	<u>SN/02/06</u> 15 th February	Jane Baines Development Officer Support for Learners Highland Council	<p>Aims of the course are:</p> <ul style="list-style-type: none"> • To know what additional needs are. • Understand why some children have additional needs and attend a range of educational provisions. • Understand how additional support needs are assessed. • Be able to work confidently in the playroom as a member of your centres staff. • Be clear about the roles of professionals who visit your centre. • Contribute successfully to meetings and case conferences if requested. • Be aware of special needs involved in assisting children with personal needs. • Understand the feelings and needs of parents and be supportive of them. • Including guidance on specific conditions i.e. Autism, ADHD.
Baby and Child First Aid Course	Ledgowan Hotel Achnasheen	10.00 am to 4.30 pm (lunch provided)	<u>BC/11/05/1</u> 22 nd November	St. Andrews	<p>The course is with Highland Executive Committee, of St Andrews Ambulance. It lasts for 1 day or 6 hours and is called Baby and Child First Aid Course, which includes:</p> <ul style="list-style-type: none"> • Wounds and bleeding • Burns and scalds • Poisons • Choking and suffocating • Falls and drowning and other accidents
	Conon Family Resource Centre	10.00 am to 4.30 pm (lunch provided)	<u>BC/02/06/2</u> 28 th February		
	Tain TRACC	10.00 am to 4.30 pm (lunch provided)	<u>BC/03/06/3</u> 17 th March		

Course Name	Locations to be Delivered	Time & Length of Course	Course Code & Date	Delivered By	Details
Car Seat Road Shows and Road Safety	Ullapool	10.00am to 12.00	<u>CS/11/05/1</u> 23rd November	Claire Morrison or Brian Aitken, Halfords, and or Lisa Graham, HC Road Safety Officer	Information and Demonstration of the importance of correct fitting of car seats for children. In a recent study, around 40% of car seats from a study of 2000 cases in the Scottish In Car Child Safety Campaign were fitted incorrectly!
	Conon Family Resource Centre	10.00am to 12.00	<u>CS/02/06/2</u> 8th February		
	Tain TRACC	10.00am to 12.00	<u>CS/03/06/3</u> 8th March		
Positive Behaviour Management	Conon	7.00pm to 9.30pm	<u>BM/11/05/1</u> 29 th November	Audrey Tomlinson	<p>The workshop on promoting Positive Behaviour allows participants to:</p> <p><i>Consider children's motivations for displaying particular behaviours.</i></p> <p><i>Consider if our well-intentioned interventions into children's behaviour are usually in response to behaviour we view as 'challenging' and discuss where these views come from.</i></p> <ul style="list-style-type: none"> • <i>Consider whether our interventions in response to challenging behaviour may be reinforcing it, making it more likely to continue.</i> • <i>Look at the lack of acknowledgement and reward for children who are behaving appropriately and the very powerful message that positive reinforcement of such behaviour can send to all children who hear it.</i> • <i>Discuss a current behavioural problem with other practitioners and receive some new ideas for old problems.</i> • <i>Consider established strategies for dealing with challenging behaviour.</i> • <i>Use case studies to identify coping strategies.</i> • <i>Consider a new approach to dealing with persistent problems by introducing an "I can change my behaviour plan" which parents can share.</i> <p>Please bring along any issues of behaviour that you have for discussion.</p>
	Dingwall Town Hall	7.00pm to 9.30pm	<u>BM/02/06/2</u> 6 th February		

Course Name	Location to be delivered	Time	Course Code & Date	Delivered By	Details
Deaf Awareness Training	Conon Family Resource Centre	10.00am to 12.00pm	<u>DA/03/06/1</u> 29 th March	Highland Council Deaf Awareness Trainers	<p>An introduction to the deafness range, including;</p> <ul style="list-style-type: none"> • People who are profoundly deaf and may use British sign language. • Deafened people who may gradually or suddenly lose their hearing. • Hard of hearing people. • People with combined sight and hearing loss (including deaf/blind). • The communications challenges. • What can be done to help in communication and daily living.