



START WELL BRIEFING PVI EARLY EDUCATION AND CHILDCARE PROVIDERS

THIS SESSION WILL START SHORTLY

ANY QUESTIONS SEND TO

- startwellbookings@bolton.gov.uk

START WELL BRIEFING

PVI EARLY EDUCATION AND CHILDCARE PROVIDERS

Autumn 2020

23.09



Updated Government guidance for early years and childcare providers

actions for early years and childcare providers during the coronavirus (COVID-19) outbreak has been updated (22nd September 2020).
Includes:

- the use and disposal of face coverings
- supervised toothbrushing programmes (section 3)
- process for local lockdowns (section 3)
- music, dance and drama (section 3)
- maximising use of sites and ventilation within settings (section 3)
- reopening of buildings (section 3)
- journeys, such as pickups and drop offs (section 3)
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- attending more than one setting (section 3)
- a child with symptoms attending a setting (section 3)
- pregnant women (section 3)
- visitors to settings, including new admissions and settling in (section 3)
- use of outdoor private and public spaces (section 5)
- information childcare (section 5)
- supporting children's and staff wellbeing (section 6)
- new SEND legislation (section 6)
- EYFS disapplications ending on 25 September 2020 (section 7)
- emergency first aid (section 7)
- the Job Retention Bonus scheme (section 10)



EYFS Disapplications

26 Sept to 25 Nov 2020:

This is the transitional period for the safeguarding and welfare requirements that were disappplied (including PFA) – providers will need to work to re-instate the safeguarding and welfare requirements in full by the 26 November 2020

- The Early Years Foundation Stage statutory framework remains a legal requirement that **MUST** be adhered to.
- all of the learning and development and assessment disapplications cease to apply as of 25 September – providers will be required to reinstate the EYFS for these areas in full from the 26 September
- Further restrictions or requirements related to COVID-19 due to a local or national lockdown may affect a provider’s ability to comply with the EYFS.
- Between 26 September and 31 August 2021, if the government confirms that an area will be subject to COVID-19 related requirements or restrictions and those restrictions prevent an early years provider from meeting the prescribed requirements of the EYFS, the disapplications will be automatically applied. These will begin immediately and will last throughout the period of the restrictions (as governed by the regulations or direction). We allow a 2 week transition period once the restrictions are lifted.

Ofsted Update

- **Ofsted activity will be led** by what is most important for children and learners and will continue registration and regulatory activity in early years, alongside other forms of activity in schools.
- Ofsted will prioritise those with safeguarding concerns and those that open up local capacity where it is needed.
- **Early Years settings/providers: Interim Visits** (September to December 2020): Registration visits and regulatory work continues in early years. Inspectors will look at what action leaders and managers have taken since the last inspection. In these visits, inspectors will confirm whether providers are meeting any actions set that relate to the safeguarding and welfare requirements of the early years foundation stage (EYFS).
- These are not inspections and visits will not result in an inspection grade. However, inspectors can take regulatory or enforcement actions if appropriate.
- Ofsted will publish an outcome summary after a visit, confirming: whether the provider has met the actions raised at the last inspection - whether Ofsted need to take any further action.

How Ofsted interim visits apply

- Select to visit providers currently judged as less than good and that had safeguarding and welfare actions raised at their last inspection.
- the overall effectiveness grade of requires improvement or inadequate (with actions) was given at the last inspection
- the judgement for the last inspection carried out under Annex A of the Early years inspection handbook was not met with actions
- actions were set at the last inspection for a breach of any safeguarding and welfare requirements
- the re-inspection date for these providers may have passed due to COVID-19, or the re-inspection may be due before routine inspections are due to re-start
- monitor providers that received an inadequate (with enforcement) grade at their last inspection through our usual regulatory activity. In line with Ofsted usual process, they will publish an outcome summary. **impact on funding - Bolton process through Early Years Subgroup**

Early years COVID-19 webinars

Delivered Jointly by Bolton Start Well and Public Health

These webinars provide updates about the Bolton lockdown and its implications for early years providers in Bolton.

The second weekly webinar took place on Tuesday 22nd September 2020 and it can be accessed here;

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZGU0ODNiZDctMzY1NC00NGJlLWJmYWQtNjVjMzJmOTE5NWQ5%40thread.v2/0?context=%7b%22Tid%22%3a%2243780061-ae5d-41df-8197-c8bc4da9be1e%22%2c%22Oid%22%3a%22ae5898d8-2450-40d9-b229-cdfbdd78718b%22%2c%22IsBroadcastMeeting%22%3atrue%7d

Please email questions for inclusion in the webinars by the end of each week: StartWellBookings@bolton.gov.uk

Local Public Health education updates continue to be accessible via the Start Well website

Risk assessments

Early years and childcare COVID-19 support packs

The early years and childcare COVID-19 support pack has been updated. This pack has been designed to support you when completing or updating your risk assessments. The updated version can be accessed [here](#).

The support pack includes:

- general compliance checklist
- discussion template
- generic guidance-based risk assessment (add/remove hazards and controls to make this document suitable for your own site)

COVID-19 positive case action cards and step by step guidance for EY Bolton.


The documents available using the links below were created by Bolton Start Well and Public Health colleagues. These will support you to know **what to do if there has been a confirmed case of COVID-19** in an education or childcare setting in Bolton.

- aligned with national guidance
- goes through the local processes
- includes a comprehensive list of contacts in the Bolton
- Includes clear flowcharts

Resource Packs:

[COVID-19 Action Card - positive case in EYC setting](#) ** UPDATED 20 09 2020 **

[Bolton COVID-19 Step by Step - guidance for EYC setting](#) **UPDATED 15. 09 2020**

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- A national helpline has now been launched by the DfE to take pressure away from public health teams.
 - There have also been some changes to regional public health arrangements.
 - Updated to the resource pack sent out later this week linking in with GM with local Action card within- supported via the Webinar
 - Updates in response to the changing situation will be shared end of this week

Covid-19 Positive Case Action Card for Early Years Education Settings in Bolton

This action card has been established to support Bolton education settings should a positive Covid-19 case be identified. It refers to the most recent guidance available as at 21.09.2020. It is recommended that you read the full note and think about these actions, and who may carry each out if a positive test for Covid-19 arose in your setting.

A. Understanding / reporting the context and links to the LA		
Stage	What happens?	Detail
1. You find out	a. Tracing from positive test result links Test & Trace to your setting	A contact tracer will ring your setting
	b. From a parent or staff member and you have not been contacted by Test & Trace directly	<p>Email the GM Contact Tracing Hub as soon as possible and copy the local authority into the email</p> <ul style="list-style-type: none"> • gmhscp.contacttracing@nhs.net • Covid19contacttracing@bolton.gov.uk • Startwell@bolton.gov.uk <p>A contact tracer will contact you. Whilst waiting for a response you can prepare the answers to the questions in stage 2.</p> <p>A Department of Education helpline provides support and advice to educational settings where there is one confirmed case of Covid-19.</p> <p>To contact the helpline education settings can call 0800 046 8687 and select the option for 'advice following confirmation of a positive case'. The line will be open Monday to Friday from 8.00am to 6.00pm, and from 10.00am to 4.00pm on Saturdays and Sundays.</p> <p>If you need urgent advice you can ring Public Health England NW Office on 0344 2250562. Please note:</p> <p>(1) that if they are contacted about individual cases in education settings the caller will be redirected to the DfE helpline.</p> <p>(2) this is not a bypass of the reporting and tracing process – test and trace will only be triggered by reporting to the GM Hub (above).</p>
2. You speak with a contact tracer	When the contact tracer speaks to <u>you</u> they will ask for key information about the	a) Identify an appropriate member of the leadership team to work with the contact tracer.

	<p>case related to your setting, or will advise you about what they know.</p> <p>Your discussions will focus <u>around</u> the points listed here, if you have emailed the GM HUB you can be preparing this while you wait for a response.</p> <p>It will be useful to have a copy of your risk assessment to hand.</p>	<p>b) Begin the process of identifying direct and close contacts (Proximity Contact) of the case <u>within your setting</u> during the 48 hours prior to the child or staff member falling ill or whilst the child or staff member was ill. This is likely to be the classmates and teacher/leader of that class.</p> <p>c) Consider the potential number of direct and close contacts* and the implications of this for business continuity.</p> <p>d) Begin to consider the potential support requirements of those who may be asked to self-isolate, including potential online learning requirements.</p> <p>e) Identify any other individuals who may be symptomatic and support them to apply for a test.</p> <p>* Proximity contacts</p>
3. Contact tracer gives you advice	<p>Contact tracer will share advice and will provide a standard letter containing the advice for contacts and their families.</p> <p>The setting will be asked to send the letter to the identified contacts.</p>	<p>This conversation will confirm:</p> <ul style="list-style-type: none"> • Direct contacts / Close contacts (Proximity) • Who (if anyone) needs to <u>isolate</u> • Periods of isolation • Letters to be used <p>Please remember that:</p> <ul style="list-style-type: none"> • tests are currently for symptomatic people only • household members of an identified contact do not need to self-isolate unless the contact develops symptoms • personal & community contacts will be contacted by national Test & Trace (no school action)
4. Confirm case details with the LA	You contact the LA to outline the impact on your setting	<ul style="list-style-type: none"> • Please email Startwell@bolton.gov.uk stating: <ol style="list-style-type: none"> 1. Setting name 2. Number of positive cases identified (please identify whether each is a child or staff member) 3. Year group / Bubble that closes (i.e. whether whole year group or part of a year group that has closed) 4. Estimated numbers asked to isolate 5. Number of children with a social worker who have been asked to stay away from your setting 6. <u>Expected reopening date</u>
5. Contact social care (if relevant)	You contact social care to report any vulnerable children from your setting who have had a positive test or who have been asked isolate	<p>Duty team numbers provided below</p> <p>This will enable social care to review the contact arrangements by the LA</p>





6. Link up with early years cluster links for support / escalate queries	The Cluster link will approach you in soon after the LA is made aware that you have a positive case in your setting. This will be a member of the Start Well Service	This is a support offer from the LA to make sure that any additional queries or issues can be addressed / escalated then you can focus on your in-setting operational matters.
7. Media requests	The local authority will offer support and advice with media requests. Please share these with the LA before responding to the media	Email requests from the media to policyandperformance@bolton.gov.uk for co-ordinated response

B. Implementation in your setting		
Action	Notes	Additional notes in the context of your setting
<ul style="list-style-type: none"> Close the bubble/group that the child/staff are part of. Parents to be contacted to collect asap. Isolate as a bubble until collected. Ask staff not to speak to media – queries to Manager/ Deputy and can be emailed to Startwell@bolton.gov.uk for co-ordinated LA response 	<p>Children and staff sent home must isolate for 14 days. Other family members in their households do not need to isolate. If any member of staff or a child has to self-isolate because their family member tests positive, but they do not have symptoms, the whole bubble does not need to self-isolate – unless that person develops symptoms, then the bubble would self-isolate for 14 days from last contact.</p> <p>Script for parents: 'There has been a confirmed COVID-19 case in your child's 'bubble'. In line with current guidance your child will need to self-isolate for 14 days from today. The rest of your family do not need to isolate.' (Note to staff making calls that no details about the person with the confirmed case are to be shared).</p>	
<ul style="list-style-type: none"> Close off the affected room/toilets etc and arrange a thorough clean and disinfect 	<ul style="list-style-type: none"> Once all other rooms are empty, arrange for a thorough clean and disinfect of all other rooms. Re-assess impact of closed rooms on other bubbles and adapt site plan as required (including any changes to fire procedures). Consider reviewing relevant Risk Assessments. 	
<ul style="list-style-type: none"> Inform staff and parents of the situation by email / letter Check in with all staff working in the building and provide support as necessary (staff welfare) 	<p>I am writing to inform you that we have had a confirmed case of COVID-19 in one of our bubbles in our school / setting.</p> <p>The DfE guidance says: 'Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.'</p> <p>We have therefore closed the bubble and have commenced deep cleaning of the area. I have been in touch with the Contact tracing team who have confirmed that all required steps have been taken and that there is no further action necessary to maintain the safety of the children and staff currently attending our setting.</p> <p>As always, if your child or anyone in your household is presenting with COVID-19 type symptoms, please stay at home and book a</p>	

COVID-19 (coronavirus) absence

A quick guide for parents / carers

Bolton Council

What to do if...	Action needed	Education and Childcare
 <p>...my child has COVID-19 (coronavirus) symptoms*</p>	<ul style="list-style-type: none"> Child shouldn't attend education and childcare settings Child should get a test Whole household self-isolates while waiting for test result Inform education and childcare settings immediately about test results 	<p>...when child's test comes back negative provided they have been fever free for the 48 hours before returning to education and childcare settings, and feel well</p>
 <p>...my child tests positive for COVID-19 (coronavirus)</p>	<ul style="list-style-type: none"> Child shouldn't attend education and childcare settings Child self-isolates for at least 10 days from when symptoms* started (or from day of test if no symptoms) Inform education and childcare settings immediately about test results Whole household self-isolates for 14 days from day when symptoms* started (or from day of test if no symptoms) - even if someone tests negative during those 14 days 	<p>...after 10 days, once child feels better, and has been fever-free for at least 48 hours</p> <p>They can return to education and childcare settings after 10 days even if they have a cough or loss of smell/taste. These symptoms can last for several weeks once the infection is gone</p>
 <p>...somebody in my household has COVID-19 (coronavirus) symptoms*</p>	<ul style="list-style-type: none"> Child shouldn't attend education and childcare settings Household member with symptoms should get a test Whole household self-isolates while waiting for test result Inform education and childcare settings immediately about test results 	<p>...when household member test is negative, and child does not have COVID-19 symptoms*</p>
 <p>...somebody in my household has tested positive for COVID-19 (coronavirus)</p>	<ul style="list-style-type: none"> Child shouldn't attend education and childcare settings Whole household self-isolates for 14 days from day when symptoms* started (or from day of test if no symptoms) - even if someone tests negative during those 14 days 	<p>...when child has completed 14 days of self-isolation, even if they test negative during the 14 days</p>



* Symptoms include at least one of a high temperature; a new continuous cough; a loss of or change to your sense of smell or taste.

See more at: www.nhs.uk/conditions/coronavirus-covid-19/symptoms

What to do if...	Action needed	Education and Childcare
 <p>...NHS Test and Trace has identified my child as a 'close contact' of somebody with symptoms* or confirmed COVID 19 (coronavirus)</p>	<ul style="list-style-type: none"> Child shouldn't attend education and childcare settings Child self isolates for 14 days (as advised by NHS Test and Trace) even if they test negative during those 14 days Rest of household does not need to self isolate, unless they are a 'close contact' too 	<p>...when the child has completed 14 days of self isolation, even if they test negative during those 14 days</p>
 <p>...we/my child has travelled and has to self isolate as part of a period of quarantine</p>	<ul style="list-style-type: none"> Do not take unauthorised leave in term time Consider quarantine requirements and FCO advice when booking travel Provide information to education and childcare settings as per attendance policy <p>Returning from a destination where quarantine is needed:</p> <ul style="list-style-type: none"> Child shouldn't attend education and childcare settings Whole household self isolates for 14 days even if they test negative during those 14 days 	<p>...when the quarantine period of 14 days has been completed for the child, even if they test negative during those 14 days</p>
 <p>...we have received advice from a medical/official source that my child must resume shielding</p>	<ul style="list-style-type: none"> Child shouldn't attend education and childcare settings Contact school as advised by attendance officer/pastoral team Child should shield until you are informed that restrictions are lifted and shielding is paused again 	<p>...when education and childcare settings/other agencies inform you that restrictions have been lifted and your child can return to school again</p>
 <p>...I am not sure who should get a test for COVID 19 (coronavirus)</p>	<ul style="list-style-type: none"> Only people with symptoms* need to get a test People without symptoms are not advised to get a test, even if they are a 'close contact' of someone who tests positive 	<p>...when conditions above, as matching your situation, are met</p>

For coronavirus support visit our webpage www.bolton.gov.uk/coronavirus-support-1

For details on what you can and can not do at the moment in Bolton, please visit www.bolton.gov.uk/localrestrictions

New exemption to allow for “consistent childcare”

- The Secretary of State for Health and Social Care, Matt Hancock, announced a new exemption to local restrictions to allow families to access “consistent childcare”. From 22nd Sept 2020 this will cover formal and informal arrangements for childcare - not playdates or parties.
- Residents in Bolton must not meet indoors, or a private garden, with people they do not live with.
- However, the new rule means people looking after children under the age of 14, or vulnerable adults, will be exempt from the ban when it is necessary for caring purposes.
- Children under 14 will be able to be cared for by individuals outside of their immediate household as part of a care bubble
- Arrangements must be part of a consistent childcare relationship
- Full details of the new guidelines are expected shortly. The Gov.uk press release is here:

<https://www.gov.uk/government/news/childcare-to-be-exempt-from-interhousehold-mixing-restrictions-in-local-areas-of-intervention>

Personal protective equipment (PPE)

National guidance states that additional PPE is **only** required in childcare settings and schools in a small number of **exceptional cases**.

Settings are advised to procure PPE via existing procurement routes. If you are struggling to source PPE, a request can be made for an emergency PPE pack by contacting:
policyandperformance@bolton.gov.uk.

If incorrectly used, PPE can give a level of false reassurance. It is essential that all staff using PPE have received appropriate training in the 'donning and doffing' of the kit using the link below, or they could increase, rather than reduce their risk.

<https://www.gov.uk/government/publications/covid-19-personal-protective-equipment-use-for-non-aerosol-generating-procedures>

If you need further support, email the Community Infection Prevention and Control Team on CommunityInfectionPrevention&Control@boltonft.nhs.uk.

Emergency kits can be requested via email to Policy And Performance Team
policyandperformance@bolton.gov.uk

30 hours Funding – Codes

- Please remind parents to revalidate their codes
- There is no discretionary fund in Bolton
- Grace period payment only valid if the child has attended provision
- Support contact Families Information Service - families@bolton.gov.uk

Finance update

- Finance - Request that any children claimed for on your original headcount submissions who have not attended by the next deadline (1st October) to be removed.
- This gives the LA an accurate picture of the EY take-up (you can re-add if attend at a later date with the amended weeks/hours)



Conversations with the DfE

- Impact of COVID on the sector
 - Self-Isolation
 - Childcare places- numbers
 - Wraparound providers
 - Parental confidence
 - Spending review
- Welcome any other issues that you would like to be raised send through to Start Well

Support to meet the needs of children with SEND

- Start Well SEND Team can offer advice and guidance.
Call 01204 338355



- Share the supportive materials are on the website
<https://www.boltonstartwell.org.uk/resources/send-inclusion/5?documentId=7&categoryId=7>

- Inclusion Fund can be applied for early in the term and later if you don't have enough information
 - Closing dates - 1st October 4pm
- 12th November 4pm

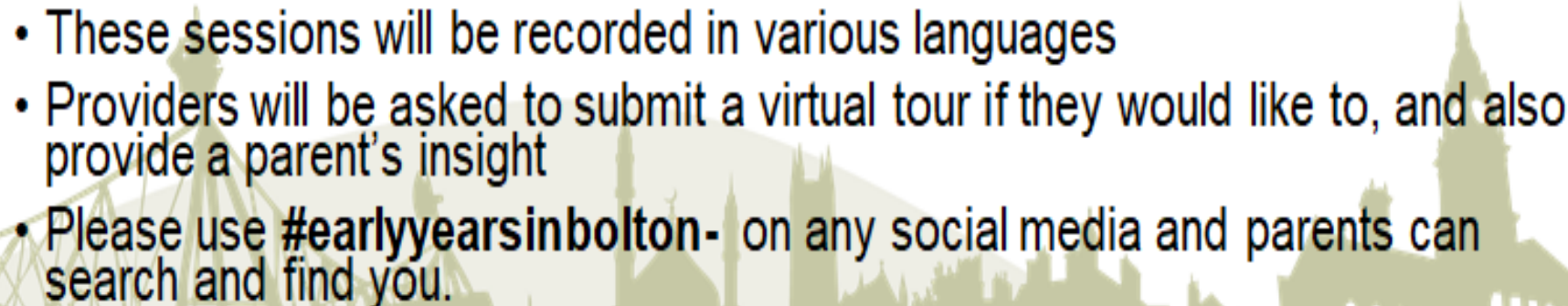
- Inclusion Fund CPD opportunities will be offered digitally

#earlyyearsinsbolton

Single Point of Access for SEND Referrals

- Referrals for SEND advice and specialist support from Educational Psychology or Ladywood Outreach and Start Well now go through a Single Point of Access
- Often SENCOs refer to several agencies at one time, when this might not be necessary
- If you want to access support you can send your Early Help Assessment to one inbox at EYSENDSPOA@bolton.gov.uk and a panel will meet fortnightly to allocate actions.
- This will save time and be much more efficient in getting the help and support you need.

Promotion of 2 year-old funded places

- Using the **Start Well Bolton at Home Facebook Group** to create a 2 year old promotional session to be shown daily
 - This will include:
 - An outline of the benefits for a child's development
 - A virtual tour of a 2 year old room
 - Input from a parent
 - An activity idea for parents to do at home
 - Information on how to check eligibility and access a place
 - These sessions will be recorded in various languages
 - Providers will be asked to submit a virtual tour if they would like to, and also provide a parent's insight
 - Please use **#earlyyears Bolton** - on any social media and parents can search and find you.
- 

Early Years Integrated Communication & Language Pathway

- **Every Child Offer** – Provision for all children
- **Extra Help** – Provision for children where there is concern around their C&L development, from those already involved
- **More Help** – support offered from agencies not already involved with the child
- **Further Help** – more specialist SLT support
- Provides partners with the infrastructure to plan, implement and support families needing C&L intervention- key to recovery planning

The Role of the Communication Champion

- Each setting to nominate a champion to help maintain a high profile for the provision of communication and language.
- Increase knowledge and understanding of local and national resources/tools to support practice and communication and language development in the home.
- Termly Briefing to share essential updates and sharing of good practice.
- Next Communication Champion Briefing released on the 7th October, discussion group on 15th October



COVID-19 early education DfE data capture Reminder

The Department for Education (DfE) have asked Local Authorities to complete a weekly data return to help inform national early years and childcare policy relating to COVID-19.

This is being used to influence policy

We have received a copy of frequently asked questions linked to this data return which can be accessed [here](#).

Please continue to complete this data return on a weekly basis by **12 noon each Wednesday** to allow your responses to be collated for the national return.



Translated Government guidance to share with families

The Department for Education has published the guidance: *What parents and carers need to know about early years providers, schools and colleges in the autumn term* in a variety of languages as well as English.

The guidance is aimed at parents and carers of early years children.

Access the translated publications here: [Translated publications](#)

Free e-learning – 30 hrs business support planning


- Bolton Start Well working with MBK Consultants Ltd is now able to offer the **30 hours business support planning** FREE of charge as part of our e-learning platform.

This training follows the session delivered by MBK last year and is aimed at existing childcare providers who need additional support in making the 30 hours funding work for them. It will also work for start-ups who need to understand how delivering the funded hours will impact on their business model.

- The training can be completed flexibly.

To be added to the e-learning platform, please email:

startwellbookings@bolton.gov.uk confirming your email address and to receive your individual login details.



Survey for practitioners and managers in PVI settings, school-based providers and childminders

The Department for Education (DfE) are keen to canvass views across a wide range of practitioners and managers regarding workforce issues and continuing professional development (CPD).

They would also like to understand the ways in which the coronavirus (COVID-19) outbreak has affected the workforce and what new CPD needs there are as a result. We would encourage you to complete this [survey](#), kindly hosted by the NDNA, to share your views with DfE. The deadline is **25 September**.



EYPDP

- Fully funded training
- Delivered between 2019-2022 by Bolton Champions
- 2 x individuals from 15 settings (Strand 3, starting Jan 2021)
- Level 3 training
- Sharing best practice through a community of practice network
- Supporting the development of 'Communication Friendly Settings'



Save the Date: Start Well network briefings

EYFS network for Early Years Leads in Daycare Settings

If you would like to discuss anything covered in this briefing or the EY Covid 19 Briefing this is an opportunity to have an informal conversation with the Start Well team and colleagues from other settings in Bolton. If you have any specific items to cover please email an outline in advance.

Opportunity to share lessons learnt- advice about bubbles and containing the impact of the virus on business continuity

Microsoft Teams network briefing discussion: **Tuesday 29th September 10 am**

Book via the website or email **startwellbookings@bolton.gov.uk**



Ask us!

We are keen to hear your views and questions. This might be suggestions of different ways of working, to sharing of information that might be useful for other early years professionals.

Please contact us at the Start Well inbox:

boltonstartwell@bolton.gov.uk

Useful links

[Collection of guidance for educational settings on GOV.UK](#)

[Protective measures for out-of-school settings during the coronavirus \(COVID-19\) outbreak](#)

[What parents and carers need to know about early years providers, schools and colleges during the coronavirus \(COVID-19\) outbreak](#)

[Actions for early years and childcare providers during coronavirus \(COVID-19\) outbreak](#)

[Collection of guidance for early years settings](#)

[Eligibility for government childcare offers protected](#)

