

## Early Years Key Practitioner (KP) Scheme

### Frequently Asked Questions

The key practitioner scheme has been in place for many years and has proved to be an invaluable way of sharing good practice

These FAQs explain how the KP scheme works.

#### How do I find out who is a key practitioner?

A spreadsheet is available on CPD Online. This gives details of EYFS key practitioners including contact details and areas of expertise.

#### I would like to visit a key practitioner - How do I organise this?

- First decide what it is you are hoping to gain from your visit.
- Then look at the website so you can see the range of expertise that KPs offer.
- Contact the KP using the contact details they have provided.
- Discuss with the KP the focus of your visit and when you would like to visit.
- Ask the KP to send you confirmation of the date and time of your visit and any other information they need you to have such as directions, or any of their policies you need to know about before your visit.

#### Do I need to let the Early Years and Childcare Service know I am planning a visit to a key practitioner?

No. The Early Years and Childcare Service does not process requests for visits or payments to key practitioners. We will direct people to the website so that they can see the range of expertise that KPs offer and organise the visit for themselves.

#### Can I ask a key practitioner to visit my setting?

This may be possible. This is something for you to discuss and agree with the key practitioner.

#### Will I need to pay the key practitioner if I visit their setting or if they visit me?

The key practitioner will negotiate this with you and you will need to agree with them the time, focus and length of the visit and any charges they will make. Key practitioners might charge for any costs they incur such as paying staff to cover for them.

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### **How do I know if the Key practitioner is a high quality practitioner?**

To be included in the scheme the setting's most recent Ofsted inspection is considered and in most cases must be at least 'good'. In addition, the Early Years and Childcare Service will carry out a verification visit of KPs every 3 years on a rolling programme basis. When you contact the KP you can ask them any questions you feel are important to you in relation to what they can offer you. It is for you to decide whether what the KP offers is what you feel will be helpful to you.

### **Does the Early years and Childcare Service ever broker a visit to, or support from, a key practitioner?**

There will be occasions when the Early Years and Childcare Service brokers support from key practitioners. This may happen when a setting is receiving a package of targeted support from the Early Years and Childcare Service. In these cases, the Early Years and Childcare Service will pay the expenses incurred by the KP.

### **I would like to be a key practitioner - How can I find out more?**

Email [childcare.planning@suffolk.gov.uk](mailto:childcare.planning@suffolk.gov.uk) and request information about joining the key practitioner scheme, we will arrange to send you some information.