

Early Years and Childcare Service
Information for Suffolk's List of Provider (LoP) Members
Registered users of the Provider Portal (PVI & Schools)

Please pass this information to relevant colleagues in your provision.

Early Years Broadcast 28 – 03 August 2021

Changes to speech and language service for Lowestoft, Waveney & Norfolk

From 02 August 2021 the Lowestoft and Waveney Speech and Language Therapy Service will be moving to Cambridgeshire Community Services NHS Trust.

For information and referrals go to the new website: <https://www.justonenorfolk.nhs.uk/salt>

Provider Portal & Early Education Funding (EEF)

Please remember to email provider.portal@suffolk.gov.uk with any queries regarding the Provider Portal or Early Education funding, EYPP and Deprivation funding.

Payments Schedule

A reminder that the payments schedule and remittance information can be found at the link below.

<https://www.suffolklearning.co.uk/early-years/claiming-funding-for-2,-3-4-year-olds>

Advance Requests - Autumn Term 2021- deadline Sunday 08 August 2021

Childminders do not automatically receive an advance. To receive an advance, you will need to complete the advance request survey which can be found at the link below:

<https://www.suffolklearning.co.uk/early-years/claiming-funding-for-2,-3-4-year-olds>

For group providers - group providers automatically receive an advance unless you let us know otherwise. To request a lower advance because you will have reduced numbers, please complete the advance request so we can adjust your advance. If you have any queries around advances, please email provider.portal@suffolk.gov.uk

Updated Parent Authorisation Form (PAF) and guidance

The PAF has been updated to reflect the new 2-year-old checker process and replacing the SEEGS reference to LOP Number.

The old version of the PAF can still be used if you have already sent out it to parents. From this point onwards please use the new PAF for any new children and where changes are required.

<https://www.suffolklearning.co.uk/early-years/claiming-funding-for-2,-3-4-year-olds/paf-and-stretched-offer>

2-year-old Checker

The new 2-year-old eligibility checker is now part of the Suffolk Citizens' Portal which is already used by parents when applying for a school place, school transport and free school meals.

There are written and video 'how to' guides for parents on the SCC website. You can signpost parents to this link: <https://www.suffolk.gov.uk/two>.

Assisted 2-year-old eligibility check

For parents who are unable to carry out a check themselves, the registered portal user at your setting will be able to do an assisted check using the parents' details within the Provider Portal.

Childcare provider guidance and video 'how to' guides

Please review the guidance (link below) produced to assist childcare providers when using the provider portal.

<https://www.suffolklearning.co.uk/early-years/claiming-funding-for-2,-3-4-year-olds/provider-portal-registered-user-information>.

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Provider Portal – important reminder for users

- Registered portal users **MUST NOT** share their login details. To do so is classed as a data breach. Registered portal user absence- if your registered portal user has left your provision or will be absent during the task period, you must let us know **as soon as possible**. Please email: provider.portal@suffolk.gov.uk, failure to let us know will affect our ability to process your claim. A £100 administration charge will be applied where a data breach is identified (effective from 01 April 2021).

Early Years and Childcare Workforce Development (EYC.WFD@suffolk.gov.uk)

Message from Suffolk New College (SNC) – higher level courses for level 3 qualified practitioners

Suffolk New College's CACHE level 4 certificate for the early years advanced practitioner and CACHE level 5 diploma for the early years senior practitioner qualifications can be undertaken as distance learning and funded via the advanced learner loan (which does not have to be repaid unless the learner earns over £26,500 per year).

These courses are designed for practitioners who hold a level 3 qualification and have some years of experience. All learning is undertaken in your own time, so no need to plan for staff to be out of work in college classes, and they are an excellent way of showing OFSTED you are dedicated to improving and developing your team. Suffolk New College have direct links with a university who will take our level 5 graduates onto their (distance learning) top up year to achieve a BA (Hons) in early childhood studies. SNC also offer shorter courses; CACHE level 3 SENCO award, CACHE level 4 SEN short course, and the CACHE level 4 PANCO qualification, all as distance learning.

To discuss these further please contact emmaharvey@suffolk.ac.uk, or please visit the link below for further info: <https://www.suffolk.ac.uk/courses/ncfe-cache-level-5-early-years-senior-practitioner>

REMINDER: Paediatric first aid

Please do check that your provision is compliant with the requirements for staff paediatric first aid training and allow time to book to ensure that staff are able to access an appropriate training course.

The Statutory Framework for the EYFS 2021 states:

3.25. At least one person who has a current paediatric first aid (PFA) certificate must be on the premises and available at all times when children are present and must accompany children on outings. The certificate must be for a full course consistent with the criteria set out in Annex A.

Childminders, and any assistant who might be in sole charge of the children for any period of time, must hold a full current PFA certificate. PFA training must be renewed every three years and be relevant for workers caring for young children and where relevant, babies. Providers should take into account the number of children, staff and layout of premises to ensure that a paediatric first aider is able to respond to emergencies quickly.

All newly qualified entrants to the early years workforce who have completed a level 2 and/or level 3 qualification on or after 30 June 2016, must also have either a full PFA or an emergency PFA certificate within three months of starting work in order to be included in the required staff:child ratios at level 2 or level 3 in an early years setting. Providers should display (or make available to parents) staff PFA certificates or a list of staff who have a current PFA certificate.

When choosing a PFA training provider it is important that you ensure the training adheres to the paediatric first aid requirements as detailed in Annex A of the EYFS statutory framework 2021.

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Although we cannot recommend any particular training provider there are a number who offer Paediatric first aid training in Suffolk, including:

Red Cross: [Paediatric first aid course \(2-day\) | Red Cross Training \(redcrossfirstaidtraining.co.uk\)](https://www.redcrossfirstaidtraining.co.uk)
St John's Ambulance: [Workplace First Aid Training Courses | St John Ambulance \(sja.org.uk\)](https://www.sja.org.uk)

The information above is also found at the link below:

<https://www.suffolklearning.co.uk/early-years/training-and-qualifications/paediatric-first-aid>

Help For Early Years Providers - EYFS changes

The Department for Education (DfE) have set up the **Help for Early Years Providers Service** to support early years providers to understand and implement the changes to the Early Years Foundation Stage (EYFS) Framework.

[Help for early years providers - Department for Education](https://www.gov.uk/help-for-early-years-providers)

The new service is currently in a testing phase and is subject to change following user feedback. Further content is planned to be added to the website over time with additional content to be decided based on user feedback. You can provide feedback by completing this survey:

https://docs.google.com/forms/d/e/1FAIpQLSeLpjkKhcwKUjBKRx29fUgzqslSAkE9pPzkcmp3Oer5T6JHDw/viewform?mc_cid=6c534384bc&mc_eid=74365cd4cf

Alerts from Department for Education (DfE)

Please subscribe to receive alerts directly from DfE, the link is below:

<https://www.gov.uk/help/update-email-notifications>

DfE - Information for schools, colleges and early years settings on the changes to lateral flow device (LFD) self-test kits for testing at home

From Monday 2 August, the types of LFD self-test kits you receive for at-home testing may be different. NHS Test and Trace are introducing a new type of test, Acon-Flowflex, which requires nasal only swabs. A throat swab is not needed. The test returns a result in 20 minutes.

From August you should expect to receive Innova (throat and nose swabs), Orient Gene or Acon-Flowflex (nasal only) self-test kits.

The instructions on how to use each of these types of test kits for use at home can be found in the test kit packaging. Schools and colleges will continue to receive Orient Gene test kits for use onsite in ATS. Instructions on how to use these kits can be found on the [document sharing platform](#).

You should continue to use any self-test kits you have in stock and only place an order for additional test kits through the online reordering solution when your stocks are running low. This includes using any remaining Innova test kits including those supplied in packs of 3.

Deliveries of these orders will be fulfilled at the start of the autumn term and may contain Acon-Flowflex test kits. Nurseries and any other secondary or further education settings which remain open over the summer may start to receive these new types of test kits during August. Updated guidance on how to use these test kits will be uploaded on the document sharing platform by Monday 2 August.

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Early Years COVID information and updates (EYC19@suffolk.gov.uk)

<https://www.suffolklearning.co.uk/early-years/covid-19>

COVID Reporting -Test and Trace Procedure – Flowchart

Report positive cases as soon as possible - do not delay.

You can find the most recently updated flowchart information at the link below:

<https://www.suffolklearning.co.uk/early-years/covid-19>

Useful guide for self-isolation calculation

Please see the link for a useful guide on self-isolation and calculating isolation periods for households when members of the same family develop COVID symptoms:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/961291/Stay_at_home_illustration_Feb_2021.pdf

Suffolk Corona Watch – you may find this website useful to monitor where cases are increasing in local communities <https://www.healthysuffolk.org.uk/jsna/coronawatch>

Link to the NHS Website for self-isolation guidance is below:

<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/how-long-to-self-isolate/>

How to alert Ofsted

Please see the link below for guidance on reporting any serious childcare incidents which may occur and for reporting any Coronavirus cases and closures.

www.gov.uk/guidance/report-a-serious-childcare-incident

Wellbeing Support for Leaders & Managers:

Call 01473260163 or email leadershipwellbeingsupport@suffolk.gov.uk

Wellbeing Suffolk

Wellbeing Suffolk offer help and support to improve wellbeing and manage stress, low mood and anxiety. For more information, please see the link below or call 0300 123 1503

www.wellbeingands.co.uk/suffolk/about-wellbeing/

Test and Trace Support Payment

Parents and carers of children who have been advised to self-isolate by their education setting or by NHS Test and Trace are now able to apply for a Test and Trace Support Payment or discretionary payment of £500, if they meet the eligibility criteria.

More information is at the link: [Test and Trace Support payments for parents](#)

Other useful links:

Funding for charities, community organisations and social enterprises

<https://www.suffolk.gov.uk/community-and-safety/communities/community-funding/funding-for-charities-community-organisations-and-social-enterprises/>

Local Welfare Assistance Scheme: gateway partners

<https://www.suffolk.gov.uk/coronavirus-covid-19/suffolk-advice-and-support-service/gateway-partners/>

Suffolk Advice and Support Service

<https://www.suffolk.gov.uk/coronavirus-covid-19/suffolk-advice-and-support-service/>

Suffolk Family Information Service

<https://www.suffolk.gov.uk/children-families-and-learning/childcare-information-and-support-for-parents-and-providers/guidance-for-parents-and-carers/suffolk-family-information-service/>