



Early Years Quality Improvement Team's Weekly Bulletin 12th December 2024

Welcome to this week's bulletin, recent bulletins can be found [here](#)

Contact the team: EarlyYearsCentre@lancashire.gov.uk or 01772 539058

Webpage: www.lancashire.gov.uk/early-years-support-and-training/ (training courses, support and information from the team)

Facebook: www.facebook.com/LancsEarlyYears/ www.facebook.com/groups/lancsearlyyears/)

Advertise your job vacancies on our webpage

www.lancashire.gov.uk/practitioners/supporting-children-and-families/childcare-and-early-years-settings/ (uploaded weekly, no charge) complete this [form](#):

New Managers Academy: Are you new to the role of managing a PVI nursery?

Perhaps you have only been a manager for the last 6 months or so. Let us know and we can offer you some additional support whilst you fully find your feet (no charge). One of the Early Years Project Officer's will meet with you to discuss your current challenges and offer advice and guidance and you will also be invited to termly, virtual group meetings to network with other new managers for peer support. What next: just complete this short [Microsoft Teams form](#)

New Practitioners Academy: Are you training or been in early years for less than a year?

Join by coming on any (or all) of the free meetings - there is no need to book just click on the links below on the date at 4pm. We will chat to you about all sorts of elements of practice as well as giving you the opportunity to ask questions. We are really looking forward to meeting you and welcoming you to the best profession in the world!
Tuesday 21st January 2025 [Join the meeting now](#)
Tuesday 18th March 2025 [Join the meeting now](#)
Tuesday 13th May 2025 [Join the meeting now](#)
Tuesday 8th July 2025 [Join the meeting now](#)

Something to do this week! check your systems for giving medication and reviewing Health Care Plans

Your medication policy and procedure should clearly set out to parents/carers when you will and when you won't administer medication. It should explain the information that you will need from the parents, paperwork that will be completed and the systems you have in place to protect their child. You must have written parental permission to administer any medication to

a child. Ensure you keep a written record of the medicine administered and inform the parents that it has been given.

You should ensure that you do not inadvertently discriminate against children with long term health conditions or disabilities. If a child has a complex medical need that requires you to give medication, then you should receive the same training that parents have been given and follow the care plan (if applicable).



Check what the EYFS Statutory Framework says (3.52 - 3.53)?

- *Childminders/Providers must have and implement a policy, and procedures, for administering medicines to children. It must include systems for obtaining information about a child's needs for medicines, and for keeping this information up to date.*
- *Staff/ Childminders and assistants must have training if the administration of medicine requires medical or technical knowledge.*
- *Prescription medicines must not be administered unless they have been prescribed for a child by a doctor, dentist, nurse, or pharmacist (medicines containing aspirin should only be given if prescribed by a doctor).*
- *Medicine (both prescription and non-prescription) must only be administered to a child where written permission for that particular medicine has been obtained from the child's parent and/or carer.*
- *Childminders/Providers must keep a written record each time a medicine is administered to a child and inform the child's parents and/or carers on the same day the medicine has been taken, or as soon as reasonably practicable.*

Once you have discussed the reason for the child's need for medication and agreed to administer it your procedures when receiving medication from parents/carers should include checking:

- the medication is in its original packaging with the full instruction leaflet.
- if prescribed medication, that it is for the child in your care and when it was prescribed
- the dose and times to be given written on the medication form by parents/carers is in line with the prescription/packaging instructions
- when the medication was last given (do not give medication for the first time ever in case of an allergic reaction)
- storage requirements for the medication
- that the permission form is fully completed and signed

Guidance on health protection in schools and other childcare facilities sets out when and for how long children need to be excluded from settings, when treatment/medication is required and where to get further advice www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities. There is also advice on how to reduce the spread of infection.

Reviewing Health Care Plans

Ensure that care plans are written in liaison with health practitioners/specialist nurses and parents and make sure that these are reviewed regularly.

An individual health care plan will support staff to identify the necessary safety measures to support children with medical needs and ensure that they and others are not put at risk.

Detailed advice on how to develop an individual health care plan is set out in Chapter 4 of the attached document.

Let's Celebrate!

This week we are shouting a superb Wednesday Well Done to three settings in Lancashire who have recently had their 'Outstanding' Ofsted inspection reports published.

🌟 Infinity Preschool in Lancaster- Manager Clare Allington shared that their inspection was a delight. The inspector really challenged staff's thinking and asked 'how' and 'why' questions and then triangulated them with other evidence and responses from other members of staff. The inspector noted how-'Children are exceptionally well behaved. Staff set clear boundaries in a calm and gentle manner. Children are incredibly kind and caring and show superb skills to share and cooperate. They are extremely polite and considerate. Children know exactly what is expected of them and show high levels of respect for staff and each other.' Clare shared that they have a good ethos around self-reflection and this makes them a strong team. Her top tip would be to prepare staff by asking them challenging questions in general practice.

🌟 Little Acorns Preschool in Fulwood- Manager Alison Shepherd shared that the day went really well and the learning walk was an exceptional success. The inspector was thorough and asked questions before the children arrived about the intent for the day. Their inspection report notes how 'Staff are excellent role models for children, and they embed exemplary behaviour and manners throughout their teaching. Children quickly form strong bonds with staff, which continue long after they move on to school. Staff encourage imaginary play that promotes high aspirations and supports children's self-esteem.' Alison's top tip is not to worry about specific information and just tell the inspector everything you want them to know.

🌟 The Chatterbox Club in Burnley- Manager Grace Walker shared that their inspection was a positive one with the inspector keeping the wellbeing of the staff in mind. Grace feels that she did a lot of talking, but this was a positive as it meant the inspector didn't need to ask as many questions. Their report notes how well -'The provider possesses extensive knowledge about child development. This is shared with the dedicated staff team who are committed to ensuring equal opportunities for all children.' Grace shared that her top tip would be to get organised and lay all the information out the night before so that you have everything to hand on the day.

On behalf of everyone in the Early Years Quality Improvement Team, we would like to say thank you for your continued commitment to providing quality childcare and education to children in Lancashire 🌟🌟❤️



Ofsted Webinar 'What to expect from your inspection'



We are delighted to announce that Rachel Flesher (Senior Officer from Ofsted) will be with us on the **29th January** to present the

What to expect from your inspection virtual session for Lancashire settings.

All childminders and PVI settings are very welcome to attend to hear directly from Rachel about the inspection day and what you can expect from it. There is no charge for this session and it will be virtual so that as many people who want to can book a space.

Wednesday 29th January 2025
10 to 10.30am - PVI Nursery Staff
6.30 to 8pm - Childminders and PVI Nursery Staff

To book your space please complete the booking form below

<https://forms.office.com/e/MWE3qJyT44>

and you will receive an automated response to confirm your place and the Microsoft Team link to attend will be sent to you 48 hours beforehand.

Inclusion Newsletter

Inclusion Newsletter

In this edition of the Inclusion Newsletter:

- The news in brief
- EP events for Early Years parent carers
- Recruitment update
- Spotlight on *Whole School SEND* resource

[Inclusion Newsletter \(schools and settings\) 10 December 2024](#)



Childminder Showcase 'Thank You'

A big thank you to three of our fabulous childminders, who kindly permitted their Development Officers to present examples of their wonderful practice with the Lancashire Early Years team

this month. Thank you so much to Leanne Lewicki, one of our fabulous childminders in Hyndburn for sharing with us her good practice in the outdoors. Leanne spends lots of time outdoors with her minded children, as she feels this is when they learn best as there are so many valuable learning opportunities available in the many places they visit. Thank you also to Nicola Cookson, whose curriculum focuses on bringing children's learning to life through real life experiences of the world around them. These amazing opportunities are also sparked by the children's own interests. Nicola has extended their knowledge and vocabulary, and they have had the opportunities to observe processes and change and how things work, keeping their curiosity alive! And the team was hugely inspired by the indoor gymnastics area that children are so fortunate to use at childminder Penelope Fenge's setting, complete with Swedish ladder, gymnastics bar, rings and crash mats! This well-considered set-up enables Penelope to deliver incredible physical development opportunities to every child in her care, whatever their age and level of confidence, plus encourages lots of creative role play opportunities!

