1. Birmingham Forward Steps bulletin

Attached at the end of this Noticeboard is the latest Forward Steps bulletin produced by Birmingham Community Healthcare Trust and partners. This is issued every week and provides an update regarding the Health and Wellbeing contract.

2. Day nurseries consultation

Last Thursday, consultation started on the future of the 14 Council run day nurseries. This consultation will run until 23 March and consultation events are taking place at each of the 14 day nurseries.

More information about the consultation, including a consultation presentation and the questionnaire, is available at https://www.birminghambeheard.org.uk/people-1/council-run-day-nurseries/

Details of the consultation events happening at the day nurseries can be found at the end of this Noticeboard.

3. Early Education Entitlement Guidance and Support

The Early Years Team provides information and guidance relating to early years on EYMIS an online data base. Presently there are over 100 early education documents for early years providers to access. Providers can access the data base by following the instructions below; The log-on details are: https://www.ted-birmingham.org.uk

- Log in details: PVI2 (Capital letters PVI (the letter i ) then the number 2)
- Password: PVI2year (Capital letters PVI (the letter i ) then the number 2 and lowercase year)

Please note that EYMIS is a system used by all Early Years Providers including PVI, Schools and Academies with Nursery Classes and as it does not contain sensitive information the password is the same for all users, therefore you MUST NOT change the password or try and personalise the system when you log on.

Email and Telephone Support

If providers have questions which they are unable to answer using the documentation available on EYMIS, additional support is available through the NEF Duty team; Telephone support is available 10am to 4pm daily on 0121 303 0267 or questions can be emailed to NEF@birmingham.gov.uk
Statutory duties placed on the Local Authority require the Early Years Service to ensure sufficient childcare and provide information about childcare services to parents and carers of young children in Birmingham. To ensure we are able to meet these duties we need to collect and maintain up to date information about all childcare settings.

The information collated will be provided to parents/carers seeking childcare enabling them to make informed choices. In turn your organisation will benefit as information about your setting it will be made available to parents at the initial stages of enquiry.

We strongly encourage all Childminders, Private, Voluntary and Independent and maintained settings to complete and return the Data Collection Form (DCF) as this will assist us with:

- the market shaping of early education and childcare services
- develop an in-depth understanding of the various types of delivery models available that include the offers such as the 30 hours entitlement, 2, 3 & 4 year old EEE
- providing an accurate description of provision that meets the needs of all children
- supporting you in developing your delivery models

Please complete and email the Data Collection Form (found in the link below to EYMIS) by 9th February 2018 to: familyinformation@birmingham.gov.uk

[Link – Current data collection form]

Username for EYMIS: PVI2
Password: PVI2year

CONTACT: Family Information Team
EMAIL: FamilyInformation@birmingham.gov.uk
CONGRATULATIONS

CONGRATULATIONS to you all and thank you for your hard work and perseverance in ensuring the service to our children and families has continued during this time of change, please see enclosed updates in relation to key areas of development and additional information to support the transition period of service provision to the families in Birmingham:

Children’s Centres

1. The children’s centre staff across the partnership have been undertaking induction processes over the past 10 days and some Children’s Centres have been closed during this time for group activities.
2. Representatives from each of the Children’s Centres have been undertaking training to access and input into the RiO system, this is the start of the longer term plan for a single child record to
be shared across the partners and in preparation for children’s centre activity to be inputted onto the Rio system.

3. Children’s Centres will be fully operational from next week (22/1/18) with details of various groups etc. being available. Contact local Children’s Centres for details, contact numbers can be found on the website https://bhamforwardsteps.co.uk

4. Family Support Workers will be allocated to families and will keep these families despite changes to organisation or base. New cases will be taken as usual. The need to record all contacts with families and assessment outcomes does not change.

5. Single agency case allocation meetings will continue for health and Children’s Centre teams during transition, local arrangements for shadowing health and partner allocation meetings are being finalised with Team Leaders and Children’s Centre Managers. This is to support a longer term integrated approach in managing universal plus referrals in the early years service.

6. Interim guidance regarding several elements of practice have been develop and will be shared with managers across Health and Children’s Centres and work will continue to develop these further as we progress into an increasingly integrated approach to providing services to children and families.

Safeguarding

1. Named Designated Safeguarding Leads (DSL) will be in every Children’s Centre to advice and support Children’s Centre and Family Support Workers on issues around safeguarding practice and decision-making throughout the working day. These will be identified at induction and publicised for staff and partners to identify their local DSL.

2. The designated safeguarding leads (DSL) network meetings and forums will continue as per normal schedule.

3. Access to case supervision for all BFS staff will continue in accordance with the policies of their employing organisations (BCHC, Barnado’s, Spurgeons, St. Paul’s and the Springfield Project).

4. Service responses to invitations from Birmingham Children’s Trust to attend child protection, child in need, LAC reviews, strategy meetings and early help panels do not change in the first instance. Where staff have received invitations to attend meetings they should continue to attend. The service has been given a 100% attendance target for children’s meetings. If staff cannot attend when invited, they must communicate with their team leader who will liaise with colleagues in relation to attendance and representation.
5. Professional attendance at children’s meetings is essential for children and is therefore monitored by commissioners and the BSCB. Every team must have a timetable that shows when meetings are being held and whom will attend in order that there is assurance of compliance with the contract. This will be a reporting requirement.

6. There are no changes to the training requirements for staff, or their access to training. There is no change to BCHC or BSCB training provision or organisational safeguarding internal programmes, or the right of access of staff to these courses in consultation with their line management.

Health Visitors

1. It has been positive to receive feedback from Health Visiting Teams that the HV service has continued ‘business as usual’ and how local services have in the main continued as usual it been helpful also to receive information regarding services that have experienced some disruption, this has enabled prompt action to be taken in order to resolve and/or address any issues.

Changes

1. The contact details for Birmingham Forward Steps children’s centres are on the new website and also available via reception of the sites. The BFS website contains a postcode checker directing users to their local children’s centre and providing the phone number. A full list of phone numbers is also available on the BCHC website here.

2. Referral forms and consent forms are also available on the website

3. Secure email addresses for all partner communications relating to children will be identified and communicated to local stakeholders and multi-agency partners

4. The Birmingham Forward Steps website is live to support information for public and professionals and will be developed with further service information and resources for professionals going forward.
Upcoming Events

1. In addition to attending single agency case allocation meetings we are planning to hold several events to support team building and ‘getting to know each other’ at each level of service delivery, starting with the Clinical Team Leaders/Operational Managers/District Managers w/c 29th January 2018. District based events will follow.

2. A Stakeholder engagement event is also planned during February, further details to follow.

We want to hear from you! Please send comments, requests and queries to earlyyears@bhamcommunity.nhs.uk
<table>
<thead>
<tr>
<th>Venue</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>Birchfield</td>
<td>18th January 2018</td>
<td>3-5pm</td>
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<tr>
<td>Golden Hillock</td>
<td>22nd January 2018</td>
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