



Daycare Trust Training

About Daycare Trust

Sarah Teather, Minister of State for the Department of Education, and Anand Shukla, Daycare Trust CEO, speaking at London Childcare Providers Forum, June 2011.



Daycare Trust is the **brand-leading, childcare think-tank** with 25 years of experience of campaigning for accessible, affordable, high quality childcare for all, raising the voices of children, parents and carers.

We combine our unique childcare and children's services **knowledge, expertise and research skills** to efficiently and effectively support children's services and those children and families most in need.

We have developed a range of packages with specialised consultancy and training options designed to support the sector with meeting the challenge of new Government priorities, in particular the importance of measuring and demonstrating the impact of local government activities on children and their families, especially those who are most disadvantaged or vulnerable.

This support includes practical assistance to set up simple systems that are effective, appropriate and not onerous, which respond to the important question: **"What difference do we make with what we do?"**

Daycare Trust services

Training programme pages 4–11

Daycare Trust is one of the leading training providers for the childcare sector.

Consultancy services page 12

Professional consultancy services tailored to the needs of those working in childcare, early years and wider children's services.

Parent Champions page 13

Daycare Trust national programme using parental peer-to-peer engagement to provide childcare information to parents.

NAFIS Families First quality award page 14

A quality assurance process for Family Information Service (FIS) agencies operating in the United Kingdom.

Membership packages page 15

To support our work, share information on good practice and policy updates, Daycare Trust offers membership packages to parents, local authorities and corporate companies.

Research services page 16

Daycare Trust's expert policy and research team provides robust, tailored research and analysis to a range of clients.

Information services page 17

Daycare Trust provides a range of quality resources to support employers, parents/carers and Family Information Services.

Publications page 18–19

A wide range of practical publications for the childcare sector.

Daycare Trust training



**"The workshop was well paced with a mixture of input and activity. Good opportunity for shared discussions."
FIS officer, Disability inclusion training**

Expert knowledge

Daycare Trust has been shaping and developing childcare services for 25 years. Our expert knowledge of childcare and wider children's services is gained through extensive research and consultancy for government departments, local authorities and employers and by talking to parents about how issues affect them and their families.

This knowledge enables us to design and deliver courses that will support your work around childcare. Daycare Trust training is delivered by a team of experienced trainers, all of whom are experts in their field. Read our trainers' biographies online at: www.daycaretrust.org.uk/training

Our extensive range of courses includes practical courses for advisers on 'Help with childcare costs' and 'Encouraging the take-up of childcare' as well as strategic courses to support local authorities and providers to meet the duties of the Childcare Act 2006. This support helps to develop and deliver high quality early years and childcare services.

Our courses are interactive; combining presentations, case studies, group work and quizzes that are supported by comprehensive course packages for participants to take away and cascade their learning.

For an informal discussion about your training needs, advice and guidance on selecting the right course and to book, contact our Training Officer on **020 7940 7510** or email us at training@daycaretrust.org.uk



Practical

We believe that learning should continue after course delivery and benefit more than just those delegates who attend a training session. Many of our training courses include action planning and are developed to enable information to be cascaded easily to other team members.

Tailored for you

Our courses are targeted to the specific needs of our different audiences, from FIS officers, advice workers and childcare providers, to more strategic roles within the local authority involved with the planning and delivery of children's services.

Our practical and interactive training is offered on an in-house basis and through joint commissioning at a place and time convenient to you, this includes where possible, late afternoon and weekend workshops. Please see pages 6 and 7 for further details.

Should you have a specific training requirement that is not included in this guide please contact us – **we can design or tailor courses to meet the exact needs of your service.**

For an informal discussion about your training needs, advice and guidance on selecting the right course and to book, contact our Training Officer on **020 7940 7510** or email us at training@daycaretrust.org.uk

In-house delivery

	Full day	Half day
Full rate	£950+VAT	£500+VAT
Daycare Trust/ NAFIS member rate*	£850+VAT	£450+VAT
Per additional delegate**	£50+VAT	£25+VAT

* Local authority/corporate members only – find out about becoming a member of Daycare Trust at www.daycaretrust.org.uk/membership or email membership@daycaretrust.org.uk

** Workshops can be delivered to larger groups by arrangement – additional delegates will incur additional costs.

Daycare Trust in-house training offers flexibility and efficient use of finances by bringing our training to you and your team.

Courses are delivered on a date, time and venue of your choosing. We can come to you or you can use our training room in London, the choice is yours!

In-house training allows our trainers to focus on the specific areas of work, helping you to address issues and challenges and find solutions as a team.

Look out for our **special training offers** in our monthly childcare services and consultancy e-bulletin and on our website www.daycaretrust.org.uk/training. If you would like to sign up to receive our monthly e-bulletin simply email us at training@daycaretrust.org.uk

In-house training rates are for up to **15 delegates** and include comprehensive training packs and the trainer's travel expenses*.

*Additional fees will be charged by prior agreement if basic overnight accommodation is required by the trainer.

Joint commissioning delivery



At a time of public sector funding cuts Daycare Trust has responded with a popular and economical way of providing training, particularly for organisations with a small number of staff.

By jointly commissioning our in-house training with another similar organisation, your team can benefit from training together and share the costs. **Remember, our training rates are for up to 15 people!**

If you would like us to help you find a training partner, we will include your request in our monthly training and consultancy e-bulletin which goes out to local authority children's services and childcare providers. Email us at training@daycaretrust.org.uk

To make a booking or to discuss any of our courses in greater detail please contact our Training Officer at training@daycaretrust.org.uk or on **020 7940 7510**.

You can also find further information on our training courses, enquire about our training online and view our full terms and conditions on our website www.daycaretrust.org.uk/training

Training

“The workshop covered all aspects of help with childcare costs. The trainer made the course interesting and was very thorough in explaining things.”

FIS adviser, Help with childcare costs training

If the course you are looking for isn't here, just ask!



Training: childcare advisers

These practical interactive courses are suitable for advisers who work directly with parents and advise them on childcare issues, in particular family information service officers and children's centre parent advisers.

Working with parents

- Help with childcare costs
- Data protection refresher workshop
- Encouraging take-up of childcare services by BME families
- Working Tax Credit – the childcare element
- Meeting the childcare needs of parents
- Effective outreach strategies with refugee and migrant parents
- Providing information for children with disabilities.

In addition to our adviser courses, we also offer courses specifically for **family information services** and local authority **children's services** with a responsibility for meeting the information Duty. Please see pages 10 and 11 for further details.

To make a booking or to discuss any of our courses in greater detail please contact our Training Officer at training@daycaretrust.org.uk or on **020 7940 7510**.

'The workshop has given me a clear understanding of what I now need to put into place in our setting'.

Day nursery manager, Debt management workshop



If the course you are looking for isn't here, just ask!

Training: childcare workforce/health visitors

Practical courses suitable for local authority, voluntary and independent childcare workers, home carers, managers and health visitors.

Impact and outcomes

- Preparing for Ofsted and the self-evaluation
- Systems for measuring the impact and outcomes of your service

Early intervention

- Disability awareness and inclusion
- Meeting the learning needs of refugee and migrant children
- Working with the children of refugees and migrants

Working with parents

- Building genuine partnerships with parents
- Encouraging the participation of parents in your children's centre
- Parental engagement

Business support

- Business sustainability
- Debt management
- Market your business and boost occupancy.

To make a booking or to discuss any of our courses further please contact our Training Officer at training@daycaretrust.org.uk or on **020 7940 7510**.

**“Excellent workshop, exceeded my expectations and hugely useful. I will definitely make use of everything I have learned today”.
Employer, Employer childcare strategies workshop**

To make a booking contact our Training Officer at training@daycaretrust.org.uk or on 020 7940 7510.



Training: local authority managers

These courses outline current and future policy and practice for people who are involved in the development and delivery of childcare services.

Early intervention

- Implementing the 2-year-old offer

Statutory Duties

- Meeting the Information Duty
- Securing sufficient childcare
- Consulting with children in service planning and delivery
- Disability awareness and equality

Working with parents, employers and children’s service professionals

- Employer childcare strategies
- Parental participation in settings
- Multi-agency working with children’s services

Payment by results

- Effective data collection
- Systems for measuring the impact and outcomes of your service.

We also offer briefings on changing policies and initiatives for local authorities and childcare providers. Contact us for further details.

“The training was really good – faultless in fact and highly recommended.”

FIS manager, Wales FIS in-house training



To book places or an in-house course contact MCA on 020 8826 0044 email phil.meggs@m-c-a.co.uk

Training: Family Information Service

Daycare Trust and Meggs Costoya Attfield offer a comprehensive two-day package of training specifically **tailored for FIS team members**. These courses are available for individuals to book as an **open training option** at our offices in central London or we can deliver **in-house training** at a venue of your choosing. Please see the training pages of our website for details of open training dates.

Day one – Introduction to FIS work

- Suitable for all new FIS officers and apprentices

Day two – Meeting the childcare needs of parents through information and brokerage

- Suitable for both new and experienced FIS team members.

A Welsh version of this training package is also available.

Please see pages 8 and 10 for other suitable FIS training courses and page 13 for details of the **NAFIS Families First** award.

“I just wanted to say how brilliant I thought your training was and it gave me lots to think about and take into account in my new role!”
FIS officer, FIS two-day course

Daycare Trust consultancy services

“The range of skills, expertise and organisational support from Daycare Trust has been impressive, reliable and consistent”.

Jo Fisher, Integrated Service Manager, Children and Additional Needs.

For an informal discussion and an obligation free quote contact our Consultancy Manager at consultancy@daycaretrust.org.uk or on 020 7940 7510.

Daycare Trust is the **brand-leading, childcare think-tank** and has **25 years experience** of campaigning for accessible, affordable, high quality childcare for all. We combine our unique childcare and children’s services **knowledge, expertise and research skills** to efficiently and effectively support children’s services and those children and families most in need.

Our **professional, reliable** and **expert** consultancy support services are tailored to your needs. Whether its data collection, impact measurement, funding efficiency and user profiling, needs analysis, business and financial support, inclusion and DCATCH, evaluations, assessments or outreach; Daycare Trust leads the sector offering research, analysis, advice and solutions to meet your requirements making a real impact on the lives of the most vulnerable children and families.

- Business support, planning and marketing
- Measuring the impact and outcomes of your service
- Early Intervention and implementing the 2 year old offer
- Working with parents
- Financing childcare, payment by results
- Statutory duties: quality and sufficiency
- Boosting occupancy and debt management
- Promoting inclusion and the Equality Act 2010
- Data collection, analysis, management and protection.

For further information on how Daycare Trust can support you contact us at consultancy@daycaretrust.org.uk

Daycare Trust Parent Champions

“I wish I had known about the Family Information Service and the help I could have got with the crèche last year. I couldn’t do my course because I didn’t know what to do with my 1 year old baby”.

Parent quote

“In the beginning I wasn’t sure and was a bit nervous. Now I feel so much better and feel I have done something good and useful”.

Parent Champion quote

Daycare Trust Parent Champions is a national programme using parental peer-to-peer engagement to provide accurate childcare information to parents. Parent Champions are parents who have positive experiences of using childcare and/or supporting their child’s early learning who act as advocates and peer advisers to other parents in their community.

Parent Champions for Childcare can:

- Help parents to understand the benefits of quality childcare and early learning for their children.
- Encourage parents to participate in early learning activities with their children.
- Help parents to find out about and take-up formal childcare places for their children.
- Encourage parents to participate in local childcare and early learning services e.g. by volunteering to help out at play sessions or becoming a parent representative on their Children’s Centre advisory board.

With a national network being launched in February 2012 we urge all local authorities to get involved and benefit from an effective and cost efficient way of helping you to meet the Information Duty.

For more information on how to get involved or to run a Parent Champions project in your area simply contact our **Consultancy Manager** at consultancy@daycaretrust.org.uk or on **020 7940 7510**.

Daycare Trust/ NAFIS Families First Award



Medway FIS pictured with Rose Collinson, Director of Children's Services and Mark Holmes, Head of Early Years and Childcare at Medway Council.

The Families First Award is a quality assurance process for Family Information Service (FIS) agencies operating in the United Kingdom.

The award was developed by NAFIS in conjunction with FIS practitioners and the Department for Education (DfE) as a tool to measure the effectiveness of a FIS agency's delivery of its statutory obligation to meet the Information Duty in Section 12 (Section 27 in Wales) of the Childcare Act 2006.

The award contains a set of standards against which a FIS is assessed in its delivery of its statutory obligation.

The Families First Award is the only recognised and endorsed measure of meeting the Information Duty.

To find out more about the Families First Award, contact the **Families First Team on 020 7940 7510** for an informal discussion or complete an expression of interest form on our website www.daycaretrust.org.uk/nafis



Daycare Trust/NAFIS membership



Daycare Trust has been campaigning for 25 years for the childcare needs of parents, providers and the wider childcare sector. In June 2011, NAFIS merged with Daycare Trust and we are now working together to support families through local Family Information Services.

To support our work and share information on good practice and policy updates we offer membership to parents, local authorities and corporate companies.

With the varying needs of our members we have packages to suit:

- Individual membership
- Local authority membership
- Corporate membership.

Our member exclusive benefits include:

- Free downloadable copies of our research and policy publications
- Discount on all publications
- Discounts on training bookings
- Free childcare information factsheets and Childwise newsletters for parents
- Password protected access to case studies, examples of good practice and Parent Champion network (local authority members only).

Daycare Trust research

“The Daycare Trust research team regularly publish pertinent and influential studies, often produced in collaboration with respected scholars in the field of early childhood and significant independent research establishments.”

Eva Lloyd, Reader in Early Childhood, University of East London

To find out more about our research or how Daycare Trust research team can support you in achieving the best for your families please contact our Consultancy Manager on at consultancy@daycaretrust.org.uk or on 020 7940 7510.

Daycare Trust’s expert policy and research team provides **robust, tailored research and analysis for a range of clients**. We undertake both qualitative and quantitative studies that incorporate our expert knowledge and leadership in the childcare sector.

Daycare Trust’s campaign for quality, affordable and accessible childcare for all children has directly influenced Government policy and legislation, turning policy into practice.

Our research team has **extensive experience** including analysis of population data and managing large surveys. Projects include:

- Large scale surveys of parents and carers on informal childcare
- Focus groups with parents, local authorities and childcare providers on different measures of quality in early years
- Production of a service user profile for a local authority to support budget decisions
- Parent survey and focus groups for a major nursery chain
- National childcare costs surveys since 2001.

All projects can be accompanied by a communication and dissemination plan to promote the research to the media, policymakers and other key stakeholders.

Daycare Trust information services



Daycare Trust's **expert** information team produce a number of practical resources which provide current, reliable information about childcare for parents and Family Information Services including:

- Comprehensive, free childcare information in English and Welsh on the Daycare Trust website **www.daycaretrust.org.uk/parentinformation**
- A dedicated website for parents to assist them with finding help with their childcare costs including a **tax credit checker** for working families **www.payingforchildcare.org.uk**
- **Childwise**. A regular free newsletter for parents packed with the latest news on childcare issues and developments. Email **childwise@daycaretrust.org.uk** to request free bulk orders.
- Impartial information about childcare through our email service **info@daycaretrust.org.uk**.

For bulk orders of our factsheets please email **publications@daycaretrust.org.uk** for cost details.

For further information on any of our parent resources contact the **information team** on **020 7940 7510** or email **info@daycaretrust.org.uk**

Daycare Trust publications



Daycare Trust works with local authorities, providers and parents to design resources that provide support, information and signposting to further resources or subject experts.

Titles include

- Benefits of high-quality childcare
- Guide to childcare for disabled children
- Help with Childcare Costs
- Childcare costs survey
- Listening to families (series including BME families, parents of disabled children, grandparents, lone parents and children)
- Informal childcare: choice or chance?
- Quality Costs: paying for Early Childhood Education and Care.

For more information about all of our publications and to place an order visit our website at www.daycaretrust.org.uk/publications or email publications@daycaretrust.org.uk

For **discounted bulk orders** contact us at publications@daycaretrust.org.uk

Publications



Listening to children about childcare – Interim paper in our Listening to children about childcare research, giving an overview of what children aged 6 to 12 have told us about childcare. Cost £5.

Listening to families research series – Set of 4 publications detailing the finding from Daycare Trust’s listening to families research: Cost £5 each or £15 for the set of four.

- **NEW Listening to grandparents**
- **Listening to black and minority ethnic parents about childcare**
- **Listening to lone parents about childcare**
- **Listening to parents of disabled children about childcare**

Help with childcare costs – This guide for professionals outlines the support available to all types of parents; including those in work, looking for work or in education and training. Cost £10 including poster.

Benefits of high quality childcare – This guide sets out the advantages that high-quality childcare provision has not only on children, but on families, employment, the economy and communities. Cost £5.

Childcare costs survey 2011 – Daycare Trust’s Annual survey looking at the average costs of childcare and out-of-school provision in the UK. Cost £45.

A guide to childcare for disabled children – This guide sets out the support offered for disabled children from birth and the options available to parents when selecting the right type of childcare for their child. Cost £5.

Making a Bold Statement – This guide provides practical tips and helpful hints for childcare providers to allow them to become more inclusive of children with disabilities. Cost £5.

All prices are exclusive of postage and packing.

Daycare Trust is the national childcare charity, campaigning for quality, accessible, affordable childcare for all and raising the voices of children, parents and carers. We advise parents and carers, providers, employers, trade unions and policymakers on childcare issues.

We recognise that everyone is unique and we value difference in our communities. We listen to all views and are committed to act without prejudice. We oppose all discrimination and promote equality in all we do.

Profits made by Daycare Trust are reinvested into our charitable work to secure high quality affordable childcare for all children across the UK.

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