

Childcare Strategy

Version: 1.1
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Blackpool
Primary Care Trust



STRATEGY DOCUMENT

CHILDCARE STRATEGY

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Author: Sandy Bell

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Document History

Document Location

This document is only valid on the day it was printed.
The source of the document will be found on the PC in Human Resources and further copies can be obtained from the Blackpool PCT HR Department.

Revision History

Date of this revision: October 2003
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Revision date	Previous revision date	Summary of Changes	Changes marked
October 2003		Updated in line with legislation	N/A

Approvals

This document requires the following approvals.

Signed approval forms are filed in the Management section of the project files.

Name	Signature	Title	Date of Issue	Version
Wendy Swift		Chief Executive	October 2003	1.1

Distribution

This document has been distributed to:

Name	Title	Date of Issue	Version
Management Executive Team / Heads of Service		October 2003	1.1

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“ The NHS Childcare Strategy centres around providing good quality, affordable and accessible childcare to support parents working in the NHS.”

(Department of Health, April 2001)

The Primary Care Trust strategy will aim to address the needs of an occupationally diverse and geographically dispersed workforce across the whole of the Blackpool Fylde and Wyre health economy.

AIM

The aim of the Childcare Strategy is to assist recruitment, return and retention of staff, whilst forming an integral part of the Improving Working Lives strategy by helping staff to balance work and family commitments.

Sandy Bell Childcare Co-ordinator April 2003.

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OBJECTIVE	PROGRESS TO DATE	FUTURE ACTION	EXPECTED COMPLETION	COST IMPLICATION
<p>1. Set up a childcare steering group.</p>	<ul style="list-style-type: none"> • A steering group was established in January 2002. All 11 North West Lancashire Health economy Trusts are represented on the group. • Staff Organisations / Trade Unions are represented. • Recruitment, return and retention are represented. 	<ul style="list-style-type: none"> • Medical staff needs to be represented. • Look to involve a parent representative. 	<ul style="list-style-type: none"> • April 2003 	<ul style="list-style-type: none"> • Departmental on costs
<p>2. All staff and managers to be aware of the role of the Childcare Co-ordinator, Childcare Advisor and the services offered.</p> <p>The service is offered to 11 organisations and funding is shared by 8 Trusts.</p>	<ul style="list-style-type: none"> • Induction leaflets. • Updates via Trust publications, flyers, focus groups and seminars. • Maternity pack available to staff. • Pay slip insert. • Team briefs. • Intranet. 	<ul style="list-style-type: none"> • Continue to promote the service. • Identify and promote new services/initiatives. • Review dissemination process of information to dispersed/rural staff groups. • Set up intranet site. 	<p>Ongoing</p>	<ul style="list-style-type: none"> • The childcare team will deliver this objective. • Current funding comes from the WDC, from 2004 this will have to be costed into local delivery plans. • Top up funding for operational costs of service per PCT £1,500 • From 1.4.04(at 03/04 rates) the cost to each PCT will be £6,500 plus £1,500 operational costs to top up central funding.

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3. Identify and monitor the childcare needs of staff.	<ul style="list-style-type: none"> • Staff opinion surveys. • Recruitment and retention statistics. • Feedback from seminars. • Questionnaires. • Evaluation of current provision. • Telephone enquiries. 	<ul style="list-style-type: none"> • Data base to log enquiries. • Surveys. • Analyse results of surveys. 	Ongoing with annual reviews	As above objective
4. Identify priorities for staff.	<ul style="list-style-type: none"> • Staff survey. 	<ul style="list-style-type: none"> • Results of survey. 	Autumn 2003	Estimated cost to 3 PCT's £1,000.
5. Maintain and Develop childcare that will meet the needs of the staff.	<ul style="list-style-type: none"> • On-site nursery at BVH. • NHS Easter and Summer play schemes in Blackpool, Kirkham and Thornton. Also access to Preston and Chorley NHS schemes. • Network of childminders covering NHS shift workers and emergency and overnight cover. • Publicise external provision. 	<ul style="list-style-type: none"> • Continue input into nursery and play scheme management to ensure service meets the needs of staff – regular review. • Ensure equality of access and cost of play scheme provision across 	Ongoing with annual review	Currently 10 PCT staff use the on-site BVH nursery at a cost of £15,600. Until 1 st April 2004 this is funded by the WDC. Currently PCT's each have 25 reserved subsidised places in the Easter and summer holiday play schemes at a cost of £6,937.50 to each PCT. Until 1 st April 2004 this is funded by the WDC.

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5. (Continued)		the PCT's. <ul style="list-style-type: none"> ▪ Ensure subsidy levels are fair and transparent. 		Foresee future funding derived from both internal and external sources. (NHS childcare plan, Early Years Partnerships).
6. Equality and Diversity.	<ul style="list-style-type: none"> • All in-house provision caters for children with special needs. • Ethnic cultures are also catered for. 	Working with Blackpool EYCDP to deliver information in various languages.	Ongoing	Delivered by childcare team in partnership with Blackpool EYCDP.
7. Link to Recruitment, Retention and returners initiatives.	<ul style="list-style-type: none"> • Close links with 3 R's locally and regionally. • Information provided to potential staff. • Childcare information included within R&R information. • Childcare Co-ordinator information on recruitment literature. • Promote NHS as an employer of choice. 	<ul style="list-style-type: none"> • Continue close links with recruitment and retention personnel. • Promote the PCT's commitment to childcare to all new, existing and returning staff. 	Ongoing	Delivered by Childcare team. Funding established to April 2004. Future funding identified as in objective 2.

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8. Establish links with external multi-agency networks to develop childcare provision with a partnership approach.	Current links with: <ul style="list-style-type: none">• Representation on both Blackpool and Lancashire Early Years Development and Childcare Partnerships.• National Childminding Association.• National Day Nurseries Association.• Children's Information Service.• Children First Networks.• Private Providers.• Sure Start.• Voluntary Sector.• Kids Club Network.• Daycare Trust.	Continue participation with external agencies; promote the ethos of both the National and PCT's NHS Childcare Strategy.	Ongoing	Included in the remit of the childcare team.
9. Addressing the issues surrounding the cost of childcare.	<ul style="list-style-type: none">• Promotion of Tax Credits via displays, leaflets, inclusion in maternity packs, Open days.• Information available re local Education grants.	<ul style="list-style-type: none">• High profile promotion for new tax credit changes.• Review and evaluate cost of in-house provision	Ongoing	Funding to be generated annually current childcare funding from WDC for the 3 PCT's provision is £36,412 50.(nursery and play scheme subsidies) £12,137.50 each PCT.

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9. (Continued)	<ul style="list-style-type: none">▪ In-house schemes are currently offered at a subsidised rate.	<p>annually.</p> <ul style="list-style-type: none">▪ Contact private and voluntary sector providers to secure benefits for PCT staff.▪ Access funding as appropriate from external sources.		<ul style="list-style-type: none">• Shared salary and operational costs £8,000 each PCT.• Total funding cost of £20,137.50 each PCT.
10. Evaluate childcare Strategy.	<ul style="list-style-type: none">• Development, planning and implementation are linked to legislative requirements.	<ul style="list-style-type: none">• Ensure long term commitment to childcare strategy.• Regular feedback with specific focus on childcare from staff and managers e.g. Annual staff survey.	April 2004 Annually	Key role of Childcare Co-ordinator.

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CHILDCARE STRATEGY

This Strategy document has been considered and approved by the Representatives of Staff and Management on the Shared Joint Negotiating and Consultative Committee.

It is open to continual review and agreed change on the giving and receiving of at least six months notice in writing where matters of principle are concerned. If both parties are agreed the six month period may be reduced to suit the circumstances. Administrative amendments may be made on an ongoing basis.

Signatories:

For the Blackpool Primary Care Trust

Chief Executive

**For the Staff
Representatives Group/Staff**

Chairman / Secretary

Date: _____

Date: _____
