

**REPORT TO:** East Lothian Council

**MEETING DATE:** 17 December 2019

**BY:** Depute Chief Executive (Resources and People Services)

**SUBJECT:** Update on Planning for the Expansion of Early Learning and Childcare to 1140 Hours

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## **1 PURPOSE**

- 1.1 To provide an update of progress towards implementation of 1140 hours of Early Learning and Childcare by August 2020.

## **2 RECOMMENDATIONS**

- 2.1 It is recommended that the Council notes:
- the progress made towards full implementation of 1140 hours of Early Learning and Childcare August 2020.
  - the plans and models in place to ensure the delivery of 1140 hours for all eligible children within the 1140 hours Early Learning and Childcare Budget.

## **3 BACKGROUND**

- 3.1 The Education Service submitted the East Lothian Council 1140 Expansion Plan to the Scottish Government in September 2017 with a further update submitted in March 2018. Since then, the Education Service has been implementing a range of trials across East Lothian. These trials have been under constant review, providing an opportunity to take account of information gained through parent and management/staff feedback sessions. This feedback has been used alongside other information to refine our approach to future phasing ahead of full implementation.
- 3.2 East Lothian Council officials have been in regular contact with the Scottish Government Early Learning and Childcare Directorate, the Improvement Service and Scottish Futures Trust to ensure that the

arrangements that are put in place are sustainable from a financial and resourcing perspective and also meet the needs of our early years' communities in the long term.

3.3 A report on the Expansion of Early Learning and Childcare to 1140 hours was submitted to the Members' Library Service on 27 November 2018. Since this time the Delivery Plan and Schedule has been redefined through work with the Scottish Government Early Learning and Childcare Directorate and Improvement Service have regularly scrutinised local authority plans to ensure implementation plans enable the delivery of 1140 hours for August 2020 and that supply meets demand. From August 2020, we plan to offer two models across our local authority settings. Each nursery class will offer one of these models and the model identified for each setting will be based primarily on ensuring that there are sufficient places to meet demand in that local area. Details of these two models can be found in paragraph 3.5.1 below.

### 3.4 **Progress**

3.4.1 To date Local Authority nurseries have offered two trials operating extended weeks (beyond term-time) and 12 trials operating extended days over 38 weeks, more commonly 08.30/08.45 – 15.00/15.15 Monday to Thursday and 08.30 – 12.30 during Friday morning.

3.4.2 The extended day has proved popular with parents, especially for those who work. Children staying for an extended day are provided with a free lunch as part of the Early Learning and Childcare entitlement. This is prepared by the school kitchens following the same menu as the main school.

3.4.3 There has been positive feedback from parents of those nursery children in receipt of the extended hours particularly with regard to children's language and communication skills, social development, sleep routines, concentration and the transition to school.

3.4.4 The extension of hours has brought with it both a change of work patterns for staff and a need for additional staff. Staff have adapted well and responded positively to a change in work pattern, with some staff taking on additional hours and others working their contracted hours over fewer days.

3.4.5 East Lothian Council has introduced a number of creative approaches to supporting recruitment. In partnership with Edinburgh College, we are looking to create a multi-skilled workforce by offering modules to complement early learning and childcare with social care qualifications and vice versa. The intention is to create flexibility of job opportunities across both sectors. We also organised a very successful recruitment event held at Queen Margaret University in March of this year and this resulted in a number of people noting an interest in training and careers in the sector. This event will be repeated in March 2020. We are also working with staff who may wish to change career and enter the workforce as a Support Worker and embark on qualifications and training whilst working.

- 3.4.6 Our Tots & Teens provision (a playgroup in five of our six secondary schools) continues to support young people in completing training and qualifications in the early learning and childcare sector.
- 3.4.7 Plans for refurbishment, extensions and a small number of new builds continue across East Lothian. Many are linked with expansions to our School Estate and Local Development Plan as well as supporting the 1140 hours expansion. We have refined our plans and investigated other options to create available places across the county which meet current and projected demand and represent best value.
- 3.4.8 The partnership working group has been a positive catalyst for change in relationships between East Lothian Council and funded providers (private nurseries, childminders and community playgroups). In East Lothian we currently have 16 private nurseries and 2 nurseries attached to private schools. As part of the early trialling and phasing, 13 of those settings have been supported to provide 1140 hours of funded early learning and childcare. In addition, in the last year, we have held regular information and support meetings for childminders which has resulted in 23 becoming funded providers for the first time. One playgroup applied for and was granted funded provider status in October 2019, offering the extended hours solely within their setting or as a blended model with other funded providers and the local authority nursery class.
- 3.4.9 The models offered by funded provider vary and offer choice, affordability, flexibility and accessibility for parents either as part of a blended model or within their own setting.

### 3.5 Delivery Plan

- 3.5.1 As we progress from the trials and phasing to statutory implementation in August 2020, two models have been agreed for our local authority settings. One model will be offered in each of our nursery classes and will be determined based on capacity, current demand and future projections (see Appendix A).
- **MODEL 1:** 38-week (term time) asymmetric model – offering 30 hours over 4½ days, with children attending:  
Monday – Thursday: 08.45 – 15.15 Friday: 08.30 – 12.30  
Lunch in the school dining room with a packed lunch on Friday
  - **MODEL 2:** 48-week (beyond term-time) extended week model – offering 23 hours and 45 minutes over 5 days, with children attending either in the morning or the afternoon for 4 hours 45 minutes.  
Morning session: 08.00 – 12.45 (includes breakfast and a snack)  
Afternoon session: 13.00 – 17.45 (includes a snack and light tea)

3.5.2 The trials already underway will transition through to statutory implementation in August 2020 by adjusting operational times to match the outlined model, with the exception of two settings which will change from 38-week asymmetric to 48 weeks beyond term time due to capacity and population projections and demand. Those nurseries offering 600 hours will transition to the universal statutory entitlement of 1140 hours operating either Model 1 or Model 2 to meet the identified population projections and demand.

3.5.3 A breakdown of individual nurseries and their operating models is shown within Appendix B.

### **3.6 Communications Plan**

3.6.1 The Chief Operating Officer (Education) met with Head Teachers on Wednesday 30 and Thursday 31 October 2019 to inform them of the agreed delivery models. Information has been provided to support Head Teachers to communicate the planned delivery models with staff and parents.

3.6.2 Ongoing communication with staff through updates and information sessions will continue and consultations involving staff, school management and professional associations will take place to identify, discuss and plan for any changes to current working practices and contracts of employment.

3.6.3 This also includes opportunities to refresh job outlines and job titles, staffing structures and nursery processes. Agreed final changes will be incorporated and confirmed through the Council service review process to establish robust workforce development planning in readiness for statutory implementation in August 2020.

3.6.4 As previously identified the expansion of Early Learning and Childcare hours will necessitate a review of working arrangements, and early years practice and procedures, as well as some changes to the Early Years environment.

3.6.5 The remainder of this academic session allows for collaborative working between staff, head teachers, stakeholders and other local authority service areas to carry further detailed review of systems, processes and procedures to confirm readiness for full implementation in August 2020.

## **4 POLICY IMPLICATIONS**

4.1 The implementation of 1140 hours of Early Learning and Childcare, as amended and approved by the Scottish Government, will support the Council in delivering services in accordance with its statutory duties and Best Value obligations.

## **5 INTEGRATED IMPACT ASSESSMENT**

The subject of this report has been through the Integrated Impact Assessment process consider the impacts on families with a protected

characteristic of increasing the statutory entitlement to 1140 hours of funded Early Learning and Childcare and of modifying the current session length and is available at the following link:

<https://www.gov.scot/publications/equality-impact-assessment-expansion-early-learning-childcare/>

## **6 RESOURCE IMPLICATIONS**

- 6.1 Financial – the revised plan and associated models have been costed and are achievable within the funding provided by the Scottish Government.
- 6.2 Personnel – Most local authority staff based in primary school nursery class settings work during the school term. The expansion programme, whilst presenting challenges, also presents opportunities for nursery staff to increase hours from part time to full time, work 38 weeks over 48 weeks, or to work longer but fewer days. An Early Learning and Childcare Workforce survey was conducted in October 2019 to engage with Local Authority Nursery staff and allow the opportunity to express any interest in changing their work patterns or locations. The results and analysis of this will enable identification of where recruitment activity will be required and support the development of the Service Review.
- 6.3 Other – none.

## **7 BACKGROUND PAPERS**

- 7.1 Report to the Members' Library – Expansion of Early Learning and Childcare to 1140 Hours (Ref: 183/18, December 2018 Bulletin)

[https://www.eastlothian.gov.uk/meetings/meeting/16371/members\\_library\\_service](https://www.eastlothian.gov.uk/meetings/meeting/16371/members_library_service)

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<b>DATE</b>	25 November 2019

**1140 hours operating session model over 48 weeks = 23hours 45 minutes per week.**  
**Session length : 4 ¾ a.m. and p.m. with 15 minute break between both sessions**

**OPERATIONAL TIMES** – children attending as below a.m. or p.m. session only

Monday – Friday	Session Times	Drop Off times (these are optional but	Meal Options	Pick up times
Morning A.M. (4 ¾ hrs)	8:00-12:45	<b>Fixed:</b> 08.00 plus 08.45 to reflect the asymmetric pattern and allow for breakfast time  <b>Flexi:</b> 08.00 / 08.30 / 08.45	Breakfast (8 – 8.30) plus snack during session – <b>No lunch</b>	There can be agreed flexibility with the school to pick up between 12.30 and 12.45
Afternoon P.M. (4 ¾ hrs)	13:00 -17.45	<b>Fixed:</b> 13.00	<b>No lunch</b> Snack during session and Light Tea at 1600 - 1630	There can be agreed flexibility with the school to pick up at a time which matches the end of the school day e.g. 15.15.  Additionally school may offer flexible pick up between 17.00 and 17.45

When deciding drop off/pick up times need to consider impact on blended options which rely on a funded provider dropping off for the beginning of a session or picking up at the end of a session to ensure no funding issues / overlapping of times occur.

Operating – 48 weeks	Not operating – 4 weeks
<ul style="list-style-type: none"> <li>✓ February school term break</li> <li>✓ Easter school term break - <i>except Good Friday &amp; Easter Monday</i></li> <li>✓ Summer school term break</li> <li>✓ October school term break</li> </ul>	<ul style="list-style-type: none"> <li>X Christmas &amp; New Year (<b>10 days/2 weeks</b>) Wed 23.12.20 –Wed 6.1.21</li> <li>X In-Service x <b>5 days</b>  15 &amp; 16 Aug 20, 26 Oct 20, 15 Feb 21, 24 May 21</li> <li>X Public Holidays x <b>5 days</b>  18 &amp; 21 Sept 20, 2 &amp; 5 Apr 21, 3 May 21</li> </ul>

**1140 hours operating extended day model over 38 weeks = 30 hours per week.**  
**Asymmetric : 30 hours per week over 4 ½ days**

**OPERATIONAL TIMES** – children attending as below with option of extended day or morning only

<b>Monday – Thursday</b>	08.45 – 15.15	Lunch in school dining room and grab bag/packed lunch on Friday	<i>Blended option with funded provider also available</i>  <i>Afternoon places with the LA Nursery from 12.45 – 15.15 will also be considered as required</i>
<b>Friday</b>	08.30 – 12.30		
<b>Morning only option below = 19 hours per week</b>			
<b>Monday – Thursday</b>	08.45 – 12.30	Lunch in school dining room	
<b>Friday</b>	08.30 – 12.30	Grab bag/packed lunch	

Provision	Operartional Model for Aug 2020 <b>Appendix B</b>
Dunbar x 5 rooms ( <i>Castle, Harbour, Haven, Seashore, Woodlands</i> )	48 week sessional a.m. & p.m.
East Linton Nursery	48 week sessional a.m. & p.m.
Innerwick Nursery	38 weeks Asymmetric over 4 1/2 days
West Barns Nursery	38 weeks Asymmetric over 4 1/2 days
Haddington Infant Nursery	48 week sessional a.m. & p.m.
Letham Mains Nursery	48 week sessional a.m. & p.m.
St Mary's RC Nursery	48 week sessional a.m. & p.m.
Yester Nursery	38 weeks Asymmetric over 4 1/2 days
Campie Nursery	38 weeks Asymmetric over 4 1/2 days
Loretto RC Nursery	38 weeks Asymmetric over 4 1/2 days
Musselburgh Burgh Nursery	38 weeks Asymmetric over 4 1/2 days
Pinkie Nursery	48 week sessional a.m. & p.m.
Stoneyhill Nursery	38 weeks Asymmetric over 4 1/2 days
Wallyford Nursery	48 week sessional a.m. & p.m.
Whitecraig Nursery	48 week sessional a.m. & p.m.
Aberlady Nursery	38 weeks Asymmetric over 4 1/2 days
Athelstaneford Nursery	38 weeks Asymmetric over 4 1/2 days
Gullane Nursery	48 week sessional a.m. & p.m.
Law Nursery	48 week sessional a.m. & p.m.
Cockenzie Nursery	38 weeks Asymmetric over 4 1/2 days
Longniddry Nursery	48 week sessional a.m. & p.m.
Preston Tower Nursery & Prestonpans EL&C(2-5yo)	48 week sessional a.m. & p.m.
St Gabriels RC Nursery	38 weeks Asymmetric over 4 1/2 days
Elphinstone Nursery	38 weeks Asymmetric over 4 1/2 days
Macmerry Nursery	38 weeks Asymmetric over 4 1/2 days
Ormiston Nursery	48 week sessional a.m. & p.m.
Pencaitland Nursery	38 weeks Asymmetric over 4 1/2 days
Saltoun Nursery	38 weeks Asymmetric over 4 1/2 days
Sanderson's Wynd Green Room	48 week sessional a.m. & p.m.
Sanderson's Wynd Nursery	48 week sessional a.m. & p.m.
St Martin's RC Nursery	38 weeks Asymmetric over 4 1/2 days
Windygoul Nursery	48 week sessional a.m. & p.m.