



Thames Children's Centre

*Action Plan
2014-15*

Issues	Initiatives	Impact	Responsibility	Costs/Dates
There is little evidence to evaluate the impact of the Bookstart Programme.	Develop a pre-questionnaire and post-questionnaire to assess the impact of the programme with families.	Evidence to show the impact of Bookstart. Improved engagement with reading/books. Increased interactions between adults and children. Raise standards of reading amongst targeted children.	JS to oversee and ensure delivery. HS & ET to deliver programme.	Questionnaire costs Transport costs for staff Time for setting up sessions in CC Time to make up packs for families
There is a waiting list for 2 year olds eligible for the nursery grant therefore we need to offer additional support to ensure these children can access some provision.	Provide nurture group (invitation only) on a weekly basis. Work with childcare partners in reach area to try to place the children eligible for 2 year grants. Focus groups and activities towards 2 year olds.	All 2 year olds eligible for grants to be accessing the provision offered if they are not able to access the nursery.	JS & BM HS & ET to deliver nurture groups Admin staff to produce lists of 2 year olds eligible.	Time to deliver nurture groups. Training for 2 year old provision. Time to meet with childcare partners to share services.
Supervision process needs to support CC staff more effectively.	CC leader to attend supervision training and then implement suggested practices. TH to supervise JS.	CC leader will be better equipped to supervise the CC staff on a regular basis (every 4-6 weeks). CC leader will receive supervision once every 2 weeks.	JS to carry out supervision for CC staff. JS to report and feedback to TH at fortnightly meetings.	Cost and time to attend training Time for supervision meetings.
There is limited contact with fathers accessing the CC.	Offer flexibility around group and activity sessions, eg. Saturdays, after school times. Canvas fathers' opinions about their requirements. Establish projects that fathers will engage in.	More fathers will be accessing the CC.	JS to co-ordinate. HS & ET to deliver activities. BM to involve nursery fathers AI as PICOT to deliver events for fathers.	Time to canvas opinions Time to set up and deliver activities.
Not all children who are on a Statutory Plan are accessing the CC activities.	Once a month JS will access the report on Softsmart that identifies which children are on a Statutory Plan. JS will make contact with Social Workers to attend relevant meetings (initial CP & core groups). At meetings the CC information is shared and a plan is agreed as to which activities the families will access.	All children on a Statutory Plan have received all relevant information and are accessing CC activities.	JS to analyse report. JS and MM to attend meetings.	Time to produce and analyse report. Time to attend meetings.

The HEYS programme has been delivered successfully, however we need to extend the staff who are able to deliver the programme and achieve the Blackpool Healthy Catering Award.	Identify more staff who can be trained as HEYS co-ordinators. Prepare action plan for Healthy Catering Award and implement it.	Continue to deliver the HEYS programme and raise awareness of healthy eating with more families. CC café offers menus offered within the programme.	JS & ET to co-ordinate LJ to deliver healthy menus.	Time to deliver training and to attend meetings Cost of ingredients and resources
Due to the changes in CC staffing across Blackpool there is a need to re-structure roles and responsibilities.	Full staff re-structure in nursery and CC. Introduce new CC leadership. Consult with staff on revised roles. Provide support and shadowing for new roles.	More efficient operation within the CC and nursery. Outreach work is covered with CC staff. Home school liaison officer works across whole site.	JS & TH to plan structure. CC staff to be consulted. MM support process.	Time for JS and TH to meet Time to support staff in new roles.
There are still several pregnant mothers and parents who are smoking without understanding the effects on their children and their health.	Signposting to the Stop Smoking service led by the NHS. Follow up every 3 months and record outcomes.	Parents are accessing the Stop Smoking programme and the follow up information shows that they are still not smoking.	JS to oversee HS & AL to promote programme.	Time to promote the programme.
There are parents who have very little or no understanding of preparing their children for school in their home environments.	Parents awareness needs will be raised to support a better understanding of their children's learning and development within the home. This will include readiness for school.	Parents will have an understanding of the importance of readiness for school. Parent's awareness to be raised of the support needed for their children to help them learn and develop. Parents will become confident they are providing a stimulating home environment to develop learning.	JS to oversee ET, HS & BM to promote this awareness. ET & HS to provide training courses with family learning to support the families.	Time to flag up all families that need support Courses to be booked with family learning to engage a parent in their children's learning and development.
There is not enough evidence logged by CC including children and parent's attendance tracked within Communicate activities.	Use the data from signing in sheets and Communicates data to track the families.	The impact and outcomes of attendance will be provided.	JS to oversee ET, HS & BM to collect this data SB to input and provide report Work closely with JB from Communicate team on sharing this information	Time to collate data Working closer with Communicate to share this information
Parents are attending various training opportunities there is no cohesive record of what they have completed and next steps with their learning.	Work alongside adult and family learning to produce a record that documents all the training provided for each parent. Use the document to plan individual next steps in learning.	Every adult will have an individual training record and plan. The training will be purposeful and planned for every individual.	JS to liaise with adult family learning ET, HS to support programme.	Time to put individual programmes in place Working closely with adult family learning.

<p><i>Blackpool target</i> A large proportion of families lack the awareness and understanding of how to make changes in order to improve their outcomes in life.</p>	<p>Children's Centre to carry the Journey to Change with at least 10 families. Select families that show a willingness to change. Increase the accuracy of the baseline scores by using cards without numbers.</p>	<p>Undertaken Journey to Change with at least 10 new families and at least 5 families move forward by at least 25%.</p>	<p>JS to oversee HS & ET to work alongside families to carry out Journey to Change. Admin staff to ensure data is entered into spreadsheet.</p>	<p>Time to hold 1:1 meetings with parents. Time to input data.</p>
<p><i>Blackpool target</i> Not all the children under 5 living in the reach area are registered at the CC. Therefore they are not accessing the services and activities available.</p>	<p>Activity & Outreach workers to target families where there are known under 5s living and registered at the CC. Carry out mail drop in reach area to encourage attendance at CC and capture unknown families. Carry out themed workshops on all areas of ECM within the 10% most deprived area locations. Develop stronger partnerships with Child care partners by visits and welcome packs.</p>	<p>Increase the number of Children 0-5 years old in the Reach Area Registered to 80% (EoY 2013 73.8%).</p>	<p>CC staff to visit families. CC staff to carry out community based activities. Admin staff to carry out mail drop.</p>	<p>Time to visit Postage and copying costs</p>
<p><i>Blackpool target</i> Attendance at nursery can be inconsistent and if children are not attending there is an impact on standards at end of FS.</p>	<p>Telephone contact as soon as child does not attend nursery. After 3 non-attendance staff will visit home. Discuss reasons for non-attendance and determine likely return to nursery date.</p>	<p>Increase Nursery attendance of the 10% most deprived to 90% (average 2012 was 87.4% and average 2013 was 84.2%).</p>	<p>Nursery staff to inform admin staff SB & AW to contact families SB & AW to refer to JS & Activity & Outreach workers if attendance continues to be concern.</p>	<p>Time to make initial contact. Outreach time to visit families.</p>
<p><i>Blackpool target</i> A lot of the children living in the 10% most deprived areas struggle to maintain continued contact with the CC.</p>	<p>Ensure the activities and services offered by the CC are appropriate for the families needs. Offer extended timetable activities, eg. Saturdays, family fun days. Offer more sessions based within the community, eg at Holy Trinity Church.</p>	<p>Increase Sustained Contact (2 or more contacts with Children who live in the 10% most deprived area) to 80% (2013 69%).</p>	<p>CC staff to canvas the families for their needs. CC staff to work with other agencies to promote CC activities. CC staff to set up activities in the community.</p>	<p>Time to work with other agencies. Time to canvas opinion.</p>