

## Kinraig Children's Centre – 2013 Development Plan (Updated April 14)

No.	Recommendation for further improvement	Action	Lead Officer	Time frame	Progress to Date
1.	<p>Ensure that all sessions are good by:</p> <ul style="list-style-type: none"> <li>– consistently planning them to meet the individual needs of all the children</li> <li>– using a range of methods to seek user feedback and routinely informing them of the changes being made as a result.</li> </ul>	<ul style="list-style-type: none"> <li>• Review and enhance planning for all sessions/groups in line with EYFS Development Matters</li> <li>• Introduce Success From the Start to track children's progress</li> <li>• Introduce 'Boardmaker' resources to enhance opportunities for user evaluations to inform planning</li> <li>• 'Evaluation Tree' to inform centre users of actions from user feedback</li> <li>• Website to accommodate user feedback/suggestions</li> </ul>	<p>EC/KG</p> <p>EC/KG</p> <p>KG</p> <p>KG</p> <p>KG</p>	<p>Autumn 2013</p> <p>Autumn 2013</p> <p>Summer 2013</p> <p>Summer 2013</p>	<p><u>June</u></p> <ul style="list-style-type: none"> <li>• EYFS working party established –Review meetings half – termly</li> <li>• New planning format established</li> <li>• All groups reviewed and amended in line with new EYFS framework</li> <li>• Success from the Start training planned to support pilot of tracking June – Aug</li> <li>• Investigation underway re: evidence collection tool – 'Orbit' trial in line with pilot June – August</li> <li>• Head teacher and Extended Services Coordinator booked to attend Early Excellence training – June 5<sup>th</sup> – Developing Outstanding Practise – working with babies – ensuring the very best provision</li> <li>• Evaluation tree planned to be in place for July</li> <li>• Website – under review</li> </ul> <p><u>September</u></p> <ul style="list-style-type: none"> <li>• Reviewed progress – regular joint working to support evidence collection on Orbit established.</li> <li>• EC/KG met with PR and SR to support planning and evidence collection in line with the Development Matters Framework.</li> <li>• Evaluation tree and reviewed children's evaluations in place – evidence of parent and child feedback to cross reference with planning.</li> <li>• EC and KG attended Early Excellence training – influenced child evaluations in CC to show true images. Website in place – advertising all Centre information - no</li> </ul>

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					<p>user feedback to date.</p> <ul style="list-style-type: none"> <li>• KG met with Sarah Keighley – Nursery Nurse/Health Team Leader to clarify recording of impact for ‘Quackers’ playgroup running in centre weekly. Playgroup delivery model already under review Sarah to liaise with team and feedback.</li> </ul> <p><b>December</b></p> <p>Orbit continues to be used to collate evidence although additional methods of collecting evidence are still needed to accommodate different group dynamics. Planning is pertinent and flexible to the implications of different children attending groups each week – each session is evaluated accordingly.</p> <p>Observations of groups have been informal and will now (2014) move into a more structured approach to embed good practise and promote enhancement. KG will facilitate course observations termly – support will continue from Foundation Stage Manager and KA.</p> <p><b><u>Evaluations need to be reviewed further to offer a more constructive/user friendly format.</u></b></p> <ul style="list-style-type: none"> <li>• ‘Quackers’ playgroup has been reviewed by Health leaders and a new group was introduced in September ‘Play Together – Learn Together’ that will develop into a ‘by HV referral only’ group when a concern has been found at a 2 yr developmental check when an ages and stages questionnaire has indicated need. The ‘Schedule of Growing Skills’ assessment tool will now be used by facilitators to identify improvement and impact of service provider.</li> </ul>

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2.	Frequently provide the advisory board with an appropriately detailed summary of the outcomes for users to enable them to fulfil their role to effectively support and challenge the performance of the centre.	<ul style="list-style-type: none"> <li>Performance data and target review to be shared with Advisory Board</li> </ul>	KG	Summer 2013	<p><u>June</u></p> <ul style="list-style-type: none"> <li>PMF and targets shared with Board – March 2013</li> <li>Data information event arranged by authority for Board members to attend – June 25<sup>th</sup></li> <li>Summer Football activity supported through BCH and advertising in Viewpoint magazine introduced</li> </ul> <p><u>September</u></p> <ul style="list-style-type: none"> <li>KG on working party for new Performance Management Format to provide a more user friendly document. Advisory Board now receives updated data for Local Authority Targets - support now more pertinent to need and LA targets. Meetings arranged to fall in line with the dates when each Quarter data is received.</li> </ul> <p><u>December</u></p> <ul style="list-style-type: none"> <li>Support and challenge is evident in meetings – information is succinct and pertinent to targets and members response positive and pro-active.</li> <li>CC Red Book now in use as a more user friendly document – LA targets are given priority at meetings.</li> </ul>
		<ul style="list-style-type: none"> <li>User feedback to be shared with Advisory Board</li> </ul>	KG	Summer 2013	<p><u>June</u></p> <ul style="list-style-type: none"> <li>'Your Voice' – Parent Group – minutes shared with Advisory Board</li> <li>Advisory Board members attend 'Your Voice' meetings</li> <li>Additional user feedback - consultations/ Questionnaires/ (Your Voice) evaluations set as a standing item on Advisory Board agenda</li> </ul>

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					<p><u>September</u></p> <ul style="list-style-type: none"> <li>Parents from Your Voice Parent Forum have attended an Advisory Board meeting. New Terms of Reference sets the standard for parental involvement. Attendance will be monitored.</li> <li></li> </ul> <p><u>December</u></p> <p>There is a clear structure now in place for all forums to ensure user feedback is integrated into practise:</p> <ul style="list-style-type: none"> <li>Your Voice actions are reviewed at the Advisory Board and supported as appropriate by members</li> <li>Advisory Board are updated on the LA actions and evidence of challenge and support is evidenced in minutes</li> <li>CC Governors Committee review LA targets and Ofsted recommendations</li> </ul>
		<ul style="list-style-type: none"> <li>Support parental understanding of Children's Centre Advisory Board to offer opportunity for parent representation</li> </ul>	All staff and Advisory Board	Autumn 2013	<p><u>June</u></p> <ul style="list-style-type: none"> <li>Advisory Board Event arranged in the Children's Centre for 18<sup>th</sup> June – advertised across REACH</li> <li>KG a member of the Performance Management Framework 'Red Book' working party to support a more user friendly format for all stakeholders</li> <li>Revised Advisory Board handbook circulated to all members</li> <li>Sarah Lambert (Senior Manager for early Years and Support) is attending Advisory Board meeting on June 6<sup>th</sup> to offer support to members</li> </ul> <p><u>September</u></p>

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					<ul style="list-style-type: none"> <li>• Open day was poorly attended – 1 mother applied to become a member of the board but has since declined</li> <li>• No parents were able to attend the Data Event – 2 members of the Advisory Board attended – feedback was very positive.</li> <li>• Advisory Board information pack provided by LA and shared with all members and prospective parents</li> <li>• Leaflet format shared across REACH – Outreach packs/Information stations/mailshot</li> <li>• Sarah Lambert attended a meeting and took comments back to support further training opportunities for Board members.</li> <li>• Data now presented in a more user friendly format</li> </ul> <p><b>December</b></p> <ul style="list-style-type: none"> <li>• Advisory Board information on CC website</li> <li>• KG met with Simon Lawton to start work on the Kinraig Community Network project – this will start with a website where there will be a link to the children’s centre web page and additional community information.</li> </ul>
		<ul style="list-style-type: none"> <li>• Enhance information sharing and feedback through partner agency provision to promote involvement</li> </ul>	All staff and Advisory Board	Autumn 2013	<p><b>June</b></p> <ul style="list-style-type: none"> <li>• Via – BCH member - Children’s Centre information now advertised in BCH Viewpoint magazine</li> <li>• Summer Football activity arranged via BCH member</li> <li>• CC information on view in Cleveleys Medical Centre</li> <li>• Enhanced ‘Health’ provision/attendances for 2013 in the Children’s Centre via Link Health Visitor</li> </ul> <p>1. <i>Weekly Baby Clinic</i></p>

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					<p data-bbox="1480 209 1962 264"><i>2. Rolling programme of Baby Massage facilitated by Health Visitor</i></p> <p data-bbox="1435 325 1704 352"><u>September</u> – On-going</p> <p data-bbox="1435 384 1704 411"><u>December</u> – On - going</p>