

A semi-transparent background image of a childcare center. In the foreground, three young men are sitting on the grass, smiling and talking. In the background, a group of children and adults are in a play area with colorful equipment. The image is overlaid with a large, colorful, wavy graphic that transitions from purple to blue to green to yellow.

Childcare Workforce Audit Leicester City 2007

Start



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I Executive Summary

This year the Childcare workforce Audit project was implemented between February and July 2007. A series of planning meetings involving all partners took place throughout January and February 2007. A single methodology was developed to collect workforce data across all types of childcare settings termed as 'careschemes'¹ by Ofsted². The overall response rate to the Audit was 93.4%; a considerable increase of 10% from 2006 and even more significantly, an increase of 29% from the 2005 Audit.

The key aim of the Audit was to gather information on levels of training and qualifications spanning the various job roles across local authority, private and third sector childcare provision to enable a comprehensive set of statistical data to be developed and a realistic profile of Leicester's childcare workforce. The government's vision to reform the children's workforce³ is set out in the national Children's Workforce Strategy. At the time of writing, Leicester's Children's Workforce Strategy is still in draft form, thus the data from this Audit will provide essential baseline data to shape local workforce development activities.

Implementation

The single methodology adopted in this Audit built upon the relationships and links with local childcare settings already embedded in the work of Development Workers and Advisers from both within Leicester City Council and contracted partner organisations.

Response

Analysis of the Audit revealed that 23 group care settings did not respond. Comparison of responses to the 2006 and 2005 Audits reveals that there are a small number of settings that do not take part in the Audit. With regards to childminders, 11 or 3.6% did not respond.

Workforce Profile

The group care workforce now comprises 1163 individuals in a variety of roles including assistants, supervisors, leaders and managers. The vast majority

¹ Carescheme is a term used by Ofsted to denote a type of childcare setting

² Ofsted - Office for Standards in Education, Children's Services and Skills, created in April 2007. It will inspect and regulate care for children and young people, and inspect education and training for learners of all ages.

³ To ensure that children and young people achieve the five Every Child Matters outcomes, it is vital to have a children's workforce that is skilled, well-led and supported by effective, shared systems and processes.

are permanently employed (90%). Interestingly, 38% of group care workers work part time and 7% work across a number of settings. The number of childminders has fallen by 4 to 285. Consequently the entire childcare workforce in Leicester now totals 1448.

Workforce Trends

Since 2006 18 settings have either closed or were not in operation at the time of the Audit data collection. Childminders have also decreased in number by 30. Staff turnover has been calculated to be at least 5% across the entire workforce. On face value this looks like a fairly low percentage which would equate to a very good low turnover rate, however, this requires further scrutiny and a mapping of the patterns in turnover during the coming year. At the time of the Audit, 16 vacancies were held across group care settings; 6% of staff or 68 individuals were employed in a temporary basis and 4% of staff or 45 individuals were employed on a casual basis. This is a very positive trend that would indicate a level of stability across the sector.

Qualifications

The difficulties encountered in analysing qualification data last year have now been resolved by re-designing the data collections forms. Respondents were offered a range of categories defining job roles to choose from when indicating what type of job they do. A more accurate picture of qualification levels amongst the group care workforce has been established.

The qualification level of managers (and supervisors in full day care) must be at level 3. The percentage of managers that do not hold the required level of qualification has fallen noticeably. Currently, only just 3%, or 5 managers are only qualified to level 2. There has been a similar fall in the percentage of supervisors working in full day care that do not hold a level 3 qualification to 2.5% or 10. Overall this equates to a dramatic increase in the percentage of managers and supervisors that hold the required qualification level from 81% in 2006 to 97% in 2007.

Over half of all other staff hold at least a level 2 qualification with the exception of out of school care where only 40% reach this requirement.

Encouraging higher and graduate level qualifications are key targets in reforming the children's workforce. Only 2% of the childcare workforce currently hold a level 5 or 6 qualification; of these 23, 14 are working in full day care settings and 2 are currently undertaking Early Years Professional Status⁴ (EYPS) training. A further 6 currently level 3 qualified workers are working towards EYPS and are being supported by their employers via the Transformation Fund⁵ Home Grown Graduate Incentive.

⁴ EYPS - A new role supported by a set of national standards set at graduate level which covers work with children from birth to the end of the Early Years Foundation Stage

⁵ The Children's Workforce Strategy is supported by £250m of funding, (the Transformation Fund) with the aim to create a more professional early years workforce in the private, voluntary and independent sector, without compromising the affordability of childcare

Qualification levels among childminders have improved by an overall 13%. The percentage of childminders who have achieved the Introduction to Childminding Practice Certificate has risen by 1% to 54% and a further 12% hold a full level qualification.

Continuous Professional Development (CPD)

Generally the number of workers who have undertaken CPD training has increased steadily. For the first time this year statistics have been produced on settings that employ someone with a First Aid at Work certificate; this currently stands at 74% of settings. Of particular note, the number of childminders who hold a current Paediatric First Aid Certificate has risen by 11% to 233.

2

Criminal Records Bureau Disclosures (CRB)

An attempt to collect data on CRB disclosures across the group care workforce has been made for the first time this year. Of those that have responded to this question, most obtained a CRB disclosure upon starting work in a particular setting. Further consideration needs to be made on how to collect more informative data next year and how this information will be used.

Gender

This year has seen a further increase in the number of men working in childcare in Leicester. A high profile advertising campaign at the beginning of the year has led to more men becoming interested in joining the childcare workforce. There has been a 50% increase in 2007 up to 45 males in total. This puts Leicester's workforce on a par with national workforce statistics.

Ethnicity

Analysis of the workforce data suggests that there is a large percentage of black and minority ethnic groups (BME) in the childcare workforce. Whilst this does not wholly reflect the demographics in term of Leicester City's population, it does set Leicester in the forefront of diversity in the childcare workforce. Workers from black and minority ethnic groups account for 32% of the total childcare workforce of 1448 in Leicester. This represents a decrease of 1% since 2006.

II Introduction

Each year, the Leicester City Council conducts an audit of people working in Ofsted registered childcare across the City. The audit is conducted both as a requirement of the Department for Children, Schools and Families (DCSF), formerly the DfES and to help the Leicester City Council to gain a clearer understanding about and support the development of the childcare workforce. The Childcare Workforce Audit 2007 is significant in that it will feed into the

Leicester Children's Workforce Strategy. In addition, the Audit Commission require responses from local authorities on Best Value⁶. The relevant Performance Indicators that relate to the Audit are PI222a and PI222b which both concern the Quality of Early years and Childcare Leadership.

This year's Audit is the third, consecutive Audit to have been performed and the resulting analysis and statistics will provide a year on year comparison of childcare workforce data.

The aim of the Audit was to gather information on levels of training and qualifications spanning the various job roles across local authority, private and third sector childcare provision. At the same time, it was intended to collect comprehensive monitoring data in order to profile Leicester's childcare workforce. The resulting analysis will provide vital baseline data to inform the local and national children's workforce reform and development of Early Years Professional status (EYPS). A high target response rate of 95% was set in order to achieve credible and realistic results.

Leicester's Ofsted registered childcare provision can be broken down into the following types of carescheme:

- Childminders
- Crèches
- Day Nurseries
- Holiday Playschemes
- Out of School Care
- Pre-school Playgroups

Due to the demands for this type of workforce data and to inform the yearly planning of Continuous Professional Development training (CPD) and profiling of training grants etc., it was decided that the Audit should be implemented during the Spring term with the target of presenting the finished report by the end of April 2007. Therefore Holiday Playschemes were not included in this Audit.

III Methodology

As with the previous Childcare Workforce Audits, the project began with evaluating the various methodologies and reviewing the successes and issues encountered.

The high response rate achieved in the 2006 Audit was attributed to the follow up contact made by the Children and Young People's Services in partnership with Pre-school Alliance Development Workers eliciting a total response of 83%. In developing the methodology of the Audit it was essential to build on this success.

⁶ The Audit Commission, Best Value Performance Indicators 2005/06

Taking into account these factors, a new methodology was developed:

Methodology A

This methodology was used to obtain responses from all local authority, private and third sector Ofsted registered childcare provision.

A series of planning meetings starting in February 2007 were arranged with all professional colleagues who have contact with childcare settings. This included:

- Foundation Stage team
- Childminding Development Workers
- Childminding Network Co-ordinator
- Childminding Support Co-ordinator
- Group Care Development Workers
- Pre-School Alliance Development Workers
- Children's Centres/Family Centres

The complete list of registered careschemes was then scrutinised to highlight any setting that may not be currently operational or had closed. Once this final list was agreed, officers indicated which settings they would take responsibility for in introducing and carrying out the Audit. This very much depended on each individual's area of work, which settings they were already involved with and capacity. A small number of settings that couldn't be allocated were left. These would receive the Audit papers by post and follow up contact from the project manager.

Audit forms were distributed electronically to all visiting officers including the agreed timeline and rationale for conducting the Audit. The Audit would be introduced to each setting including the reasons for conducting the Audit during the officer's visit. Details of the prize draw and closing date would be explained and the officer would arrange to return to collect the completed forms. All completed forms were then forwarded to the project manager for collation. All reminder follow up contact would be made by the relevant officer responsible.

IV Data Collection Forms

Careful consideration was given to the possibility of creating a form presenting each individual's data for review. This would allow any data to be amended, updated or added. Although this type of data collection may prove to be less time consuming for the respondent and indeed demonstrate that all previous Audit responses have been properly collated and recorded, the risk of

breaching data protection laws was considered to be too high. Consequently the suite of data collection forms were reviewed with the aim of creating forms that covered no more than one side of A4 and were simple and reasonably quick to complete.

The questions on the group care Master Form were retained whilst the format was updated. The group care individual form was given a new style and categories were created to identify age and ethnicity in a similar format to the data fields in iChIS⁷ to simplify and speed up the inputting process. An additional set of categories were created to rationalise the variety of job titles and provide a narrower selection for the workforce to identify themselves with. Additional questions asked: home postcode; whether the individual holds a CRB⁸ disclosure and the relevant date; if the individual is working towards a qualification and if so, which; whether the individual holds QTS⁹, EYPS or SENCO¹⁰. A final additional question asked what date the individual started work in their present job. The childminder specific individual form was re-designed in line with the new group care individual form along with the additional questions.

The forms were then created as electronic templates that could easily be distributed and printed off in either A4 or A3 size for ease of use. Examples of the data collection forms can be found in Appendix I.

V Issues Encountered During the Audit

One of the most problematic issues encountered during the implementation of the audit was the slow response rate. By the closing date, set at March 31st, only 13% of responses had been received. The closing date was extended for a number of weeks; however returns were still sporadic. The final decision to close the Audit was taken by the project manager at the beginning of July 2007, some four months after the original closing date.

Technicalities of the iChIS database lead to a supplementary spreadsheet being created to allow specific statistical analysis to be undertaken.

As with previous Audit's some settings did not make complete returns for all of their staff members and some forms were incomplete.

VI Audit Results

The overall response to this year's audit achieved 93.4%; more than a 10% increase from 2006 and a 29% increase from 2005. The methodology adopted

⁷ iChIS (Integrated Childcare Information System) is a bespoke database provided by the DfES to Children's Information Services for the purpose of collating and maintaining data on all registered childcare in each local area.

⁸ Criminal Records Bureau

⁹ Qualified Teacher Status

¹⁰ Special Educational Needs Co-ordinator

this year has produced a significant increase in response across all types of carescheme. These figures can be seen in Table 1. The data collected has provided an in-depth view of the profile of Leicester's childcare workforce.

Table 1 Comparison of Responses to the Childcare Workforce Audit

	Number of Settings			Non Response (Number)			Non Response (Percentage)		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Day Nurseries	60	68	74	11	16	4	15.4	24	5.4
Playgroups	54	56	58	15	16	3	21.7	29	5.2
Crèches	28	38	35	12	15	7	30	40	20
Out of School Clubs	34	43	43	20	24	9	37	56	20.9
Total	176	228	210	58	71	23	24.7	32	11

These figures show that the harder types of carescheme to encourage responses from are crèches and out of school clubs. Anecdotal evidence suggests that this is due to the fact that these are sessional services and are harder to reach by relevant professional colleagues.

Table 2 highlights the increase in responses from childminders from 46.3% in 2005 to 3.6% in 2007. The Audit has revealed that 21 of the 306 registered childminders showing active on the iChIS database are either no longer childminding or have moved to another area* . The no response figure includes childminders who have said that they are not childminding at the moment, wish to resign or were not contactable.

Table 2 Childminder Response

Number of Childminders			Non Response (Number)			Non Response (Percentage)		
2005	2006	2007	2005	2006	2007	2005	2006	2007
315	289	306* 285	146	14	10	46.3	5	3.6

The responses to the Audit show that a total of 1448 people work in childcare provision in Leicester compared to 1421 in 2005. Table 3 shows the number of childcare workers in each type of carescheme. The number of registered

childminders has fallen from 315 in 2005 to 285 in 2007. The largest growth is in Day Nurseries where the workforce has increased by 73.

Table 3 Number of Childcare Workers

Carescheme	Workforce	
	2006	2007
Day Nursery	572	645
Crèche	122	98
Playgroup	267	249
Out of School Club	171	171
Childminders	289	285

A Workforce Profile

Analysis of employed staff across the group care workforce shows that 90% are employed in permanent positions; 6% in temporary positions and 4% are casual staff. Interestingly 62% are employed in full time positions and 38% in part time positions.

B Staff Turnover

At the time of completing the responses, group care settings were holding 16 job vacancies. In addition, 37 members of staff had left employment since the 2006 Audit that was undertaken in summer 2006. This indicates an overall probable turnover of at least 5% per annum.

C Workforce Mobility

The number of workers who work in more than one setting has increased by 1% to 7% in 2006. Equal numbers of workers work in either 2 or 3 different settings and types of careschemes. A smaller number work across 4 different settings.

D Qualifications

Group Care

A total of 1163 people work in group care provision in Leicester. Appendix II has the details of the level of qualification of workers in each type of carescheme across three categories linked to the type of job i.e. assistant, supervisor and manager. A total of 329 individuals (28% of the workforce) either have no childcare qualifications or have not specified their level of qualification. Ofsted National Standards for Under 8's day care and childminding – Full Day Care state 'the manager has at least a level 3 qualification appropriate to the post' and that 'all supervisors hold a level 3 qualification appropriate to the care or development of children'. The National Standards relating to sessional and out of school care also require that the manager has at least a level 3 qualification. When completing the master

forms, managers were asked to indicate which members of their staff have supervisory responsibilities. Data was then collated based on this information. Bearing in mind that the minimum qualification level for managers is level 3, the results indicate that there are 5 managers that hold level 2 qualifications. Additionally, 23 managers have not specified a qualification level at all. There are 10 individuals with supervisory responsibilities that hold a level 2 qualification and 63 that have not specified a qualification level.

Ofsted National Standards for Under 8's day care and childminding – Full Day Care also state that 'at least half of all other child care staff hold a level 2 qualification appropriate to the care or development of children'. All day nurseries and some playgroups are registered to provide full day care. With regards to day nurseries, 55% of all other staff holds either level 2 or 3 qualifications. In playgroups 60% of all other staff hold level 2, 3 or 4 qualifications. Ofsted standards relating to sessional and out of school care state that at least half of all staff other than managers must hold at least a level 2 qualification. In crèches 68% of all other staff hold a level 2 or 3 qualification however this figure falls to only 40% in out of school care.

When looking at higher level qualifications 23 individuals across the workforce hold a level 5 or 6 qualification; 14 of these work in day nurseries. EYPS training offers a variety of pathways. There are 2 workers currently attending EYPS training and a further 6 are being supported by their setting via the Transformation Fund¹¹ in working towards EYPS.

Table 4 shows the number of workers who are currently working towards a qualification; a total of 82 or 7% of the group care workforce.

Table 4 Number of Workers Working Towards a Qualification

	Level 2	Level 3	Level 4	Level 5	Level 6	EYPS
Day Nursery	24	23	4	5	3	1
Crèche	0	8	0	2	0	0
Playgroup	0	2	0	2	0	0
Out of School Care	1	7	0	0	0	0

The table in Appendix III highlights the comparison in levels of qualification between 2006 and 2007. The decision to categorise job titles on the data collection form has meant that this Audit has provided more robust analysis of qualification levels. There has been an increase in the workforce's qualifications across the board, with the most significant increases in

¹¹ The Transformation Fund aims to raise the quality of private, voluntary and independent (PVI) childcare for the under fives, by supporting the development of the workforce without compromising the affordability and availability of childcare. The fund provides £250m for the period from April 2006 until August 2008 to support the transformation of PVI childcare settings.

managers and supervisors holding higher level qualifications from level 3 to level 6.

Table 5 GCSE Maths and English

	2006		2007	
	English	Maths	English	Maths
Day Nursery	206	120	320	180
Playgroup	82	60	110	98
Crèche	51	36	51	41
Out of School Care	45	33	72	101
Totals	384	249	553	420

The overall level of general education of the group care workforce has improved. There are considerable increases in the numbers of workers holding both GCSE English and Maths at grade C or equivalent. Both of these qualifications are essential eligibility criteria in becoming an Early Years Professional. Across the group care workforce, 47.5% hold GCSE English and 36% GCSE Maths compared to 32% and 21% respectively in 2006. This is encouraging and is a sign of workers with higher academic ability coming into the childcare workforce.

Childminders

All individuals registering with Ofsted as childminders must undertake an Introduction to Childminding Practice (ICP) course in order to fulfil the Ofsted requirements relating to childminding. Appendix IV contains data relating to childminders' qualifications and training. Currently, 54% of childminders have achieved the ICP; a 1% increase from 2006. However, data collected in this Audit also reveals that 12% of childminders has an appropriate level 3 qualification. Therefore the total percentage of childminders holding relevant qualifications now stands at 66%. With regards to general education levels 48% of childminders has GCSE English and 41% Maths compared to 45% and 37% respectively in 2006.

E Continuous Professional Development

Paediatric First Aid

Table 6 includes details of those individuals who have current Paediatric First Aid certificates. In the previous Audit, the figures also included certificates that had expired. Although, on face value, it would appear that the percentage of childminders and out of school care workers that hold a current certificate has fallen, this may not be the case. Nonetheless, the current data provides a realistic picture.

Childminders are self-employed and work usually on their own in their own home. Consequently childminders must all have current certificates. The results show that 82% of childminders have certificates. Appendix V contains

details of the expiry date of all Paediatric First Aid certificates. Of these, 23% are due to expire between June and December 2007.

Table 6 Continuous Professional Development Training

2007	Paediatric First Aid (number)	Paediatric First Aid (%)	Food Hygiene (number)	Food Hygiene (%)	Child Protection Awareness (number)	Child Protection Awareness (%)
Day Nursery	366	57	307	48	281	45
Playgroup	126	51	125	50	113	45
Crèche	43	44	59	60	57	58
Out of School Care	78	46	90	53	90	53
Childminders	233	82	140	51	139	49
2006						
Day Nursery	320	56	315	55	251	44
Playgroup	131	49	130	49	125	47
Crèche	75	61	81	61	78	64
Out of School Care	89	52	84	49	71	42
Childminders	203	70	127	44	130	45

First Aid at Work

Out of 210 group care settings, 155 or 74% employ at least one member of any staff that holds a First Aid at Work certificate.

Food Hygiene

There has been an overall increase in the percentage of the total workforce that hold a food hygiene certificate. The only decrease is across day nurseries where the percentage has dropped from 55% to 48%. The percentage of childminders that hold a certificate has increased by 7% to 51%.

Safeguarding Children

Child Protection Awareness training has now been superseded by Safeguarding Children training. There has been a significant increase of 11% in the percentage of workers in out of school care settings that have undertaken either child protection or child protection awareness training. More childminders have undertaken the training; there has been an increase of 4%. There has been a decrease in the percentage of workers who have attended training across playgroups and crèches.

F Criminal Records Bureau (CRB) Disclosures

Data on CRB disclosures has been collected for the first time in this Audit. Of the 89% response from group care settings 68% of the workforce have a CRB disclosure. The majority of these were obtained at the time the worker started their employment with the setting. For some workers who have been employed in a setting for a significant period of time, the CRB regulations would not have applied to their employment. However, they would have been subject to requirements that predate CRB. A small number of settings have undertaken to renew the CRB disclosures of their staff team after a couple of years. These are mostly local authority settings. Details on CRB disclosures for childminders are not available in this Audit. The vetting of the Childcare Workforce in line with national guidance is an Ofsted registration and inspection requirement. There are no ongoing actions relating to this issue at this time.

Table	Day Nurseries	Playgroups	Crèches	Out of School Care	7 CRB
	423	195	69	107	
	66%	78%	70%	63%	

Disclosures

G Equal Opportunities Monitoring

Age

Appendix VI contains a detailed breakdown on the age of the workforce. For this Audit, calculations of the age ranges of managers across each type of carescheme have been included. Of the total workforce, 267 did not specify their age. Of those that did respond, 20% are aged 18 to 25 years. This figure has fallen year on year from 257% in 2005 and indicates getting older. The be seen in Table 8.

Table 8 Overall Age

	Totals	%
under 18	28	2
18-25	286	20
25-30	195	14
30-40	234	16
40-50	298	21
over 50	126	8
not specified	271	19

of Workforce

In relation to day nursery managers, 41% of those that responded are aged between 18 and 25 years compared to 0.4% in playgroups, 0 in crèches and 22% in out of school care.

With regard to childminders, the highest percentage, at 32%, is aged 40 to 50 years and 20% are aged over 50 years.

Gender

Table 9 shows a considerable increase in the number of male workers in the workforce however, this is due to more men working in out of school care rather than in other types of careschemes.

Table 9 Gender of the Workforce

2007		2006		2005	
Number	Percentage	Number	Percentage	Number	Percentage
45	3	30	2	29*	2*
1393	97	1391	98	1440*	98*

* These figures include data for holiday playscheme workers

Ethnicity

Appendix VII provides the comprehensive breakdown of the ethnicity of the workforce across the various careschemes. The percentage of those who did not respond has decreased to 7.6% compared to 9.4% in 2006. There have been small changes to the percentage of workers in each ethnicity category. The most notable changes are the increases in the number of workers identifying their ethnicity as Asian or British Asian Bangladeshi and Pakistani, Black or Black British Caribbean and other. The number of workers identified as Asian or British Asian Indian has fallen by 17. There has been an increase of 32 in the number of White British workers. Table 10 show the ethnicity of Leicester’s childcare workforce in comparison to the population figures for Leicester.

Table 10 Ethnicity of Leicester’s Childcare Workforce by Percentage

	Black Minority Ethnic Group	White	No response
2005	38%	60%	2%
2006	33%	57%	10%
2007	32%	60%	8%
Leicester City	46%	64%	n/a

population - 2001 Census			
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Disability

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This is the second Audit to collect data on disability. Taking the workforce as a whole, the number of workers identifying themselves as having any disability has fallen by 1 to 15. This still equates to 1% of the total workforce as in 2006.

VI Conclusion

The Childcare Workforce Audit has achieved its aim of collecting, collating and analysing qualifications, training and monitoring data relating to Leicester's Childcare Workforce. The response to this Audit totalled 93.4%. Although the responses did not reach the target response rate of 95%, this is the most successful and comprehensive Audit to date. The integrity of the data has been able to provide a wide-ranging yet complex set of statistics and enable a realistic profile of the workforce to be developed.

For the first time, the Audit has presented an indication of the trends in recruitment into the sector and the turnover rate of staff, albeit tentative.

Further new data has been collected on the number of workers that are working towards a qualification. These figures support the local workforce development activities that have been delivered over the past year.

The benefit of comparison with the 2 previous Audit data sets has offered an insight into the effectiveness of strategies and delivery plans relating to the offer of core training and training grants, but also into the trends, mobility and turnover of staff that will inform Leicester's Children's Workforce Development Strategy and the work of the Childcare Workforce Development Officer. Table 10 draws attention to the comparison between national childcare workforce statistics taken from a report commissioned by the Children's Workforce Development Council in 2006 revealing background workforce data for the Early Years and Childcare Sector¹² and local statistics from both the 2006 and 2007 Audit. The most noteworthy contrast is the percentage of the workforce who identifies their ethnicity as black and minority ethnic (BME). Leicester's childcare workforce has considerably higher percentages of BME workers than the national picture. The percentage of male workers has increased considerable over the past year, mainly in out of school care.

¹² CWDC Recruitment, Retention and Rewards in the Children's Workforce

Table 11 Comparison of Local and National Childcare Workforce Statistics

	2006			2007			National Workforce		
	Female	Male	BME	Female	Male	BME	Female	Male	BME
Full Day Care	98.5%	1.5%	24%	99%	1%	26%	98%	2%	10%
Sessional Care	83%	2.6%	43%	93%	7%	40%	98.5%	1.5%	6%
Childminders	99%	1%	24%	99%	1%	23%	98%	2%	7%

VII Recommendations

- The earlier implementation of the data collection activity of the Audit should be replicated for the 2008 Audit.
- The methodology should be adjusted to re-introduce the introductory calls to childcare settings. A robust programme of follow up visits by relevant development workers should then be put into practice in order to encourage completion of and to collect the forms.
- Campaigning and promotion should continue around the areas of the value and importance of qualifications and CPD; the recruitment of new and experienced workers and Early Years Professional Status.

Appendix I
Data Collection Forms 15

Master Form - Group Care

Name of setting _____ Type of setting _____

Do you employ anyone with a 'First Aid at Work' qualification? (Yes/No) _____ If yes, how many? _____

Does your setting currently have any staff vacancies? (Yes/No)

Vacancy Title _____

Permanent/ Temporary _____ Full-time/Part-time _____ Working Hours _____ Closing Date _____

Required Qualifications _____ Salary Details _____

Additional Information _____

Would you take on;

a) Trainees from Apprenticeships Schemes? (Yes/No)

b) Employ work-based NVQ Trainees? (Yes/No)

Staff List (please complete the Staff List and the relevant columns below) **

Name	Post Held	Super- visory*	Perm- anent	Temp- orary	Casual	Other	Full - Time	Part - Time	0-3yr's	3-5yr's

* Supervisory – tick this box if the member of staff supervises any other staff during the working day e.g. do they direct any staff in a room?

**please attach another sheet if necessary

Signature _____ Position _____ Date _____

Individual Form – Group Care

Setting Name _____ **Date started work at setting** _____

Forename(s) _____ **Surname** _____
 Date of Birth _____ Home Post Code _____
 Disability (Yes/No) _____ Gender _____

Age Group (please choose the appropriate code from the following list) _____

Under 18yrs	A1	18yrs-25yrs	A2	25yrs-30yrs	A3	30yrs-40yrs	A4	40yrs-50yrs	A5	Over 50yrs	A6
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Ethnic Group (please choose the appropriate code from the following list) _____

Asian or Asian British		Black or Black British		Mixed		Other Ethnic Group		White	
Bangladeshi	E1	African	E5	White and Asian	E8	Chinese	E12	British	E14
Indian	E2	Caribbean	E6	White and Black African	E9	Other	E13	Irish	E15
Pakistani	E3	Other	E7	White and Black Caribbean	E10			Other	E16
Other	E4			Other	E11				

Position (please choose the job title code that is most relevant to your role) _____ **Paid/Voluntary** _____

Crèche		Day Nursery		Out of School		Playgroup	
Leader	P1	Manager/Officer in charge	P5	Leader	P10	Leader	P14
Deputy Leader	P2	Deputy Manager/ Officer in charge	P6	Deputy Leader	P11	Deputy Leader	P15
Worker	P3	Senior Nursery Nurse	P7	Worker	P12	Worker	P16
Assistant	P4	Nursery Nurse	P8	Assistant	P13	Assistant	P17
		Nursery Assistant	P9				

Do you work in another setting(s)? (Yes/No) _____ Name of setting _____
 Type of setting _____ Your role (please choose the code from the above list) _____
 (Please continue on a separate sheet if necessary)

Have you had a CRB check? (Yes/No) _____ Date of CRB check _____

Full Title of Highest Childcare/Playwork Qualification _____

Level of Qualification _____ **Date of Qualification** _____

Working Towards (qualification) _____ Due to complete _____

Do you hold a degree in any subject _____

Do you hold a GCSE grade C or above (or equivalent) in: **English (Yes/No)** **Mathematics (Yes/No)**

QTS (Yes/No) **EYPS (Yes/No)** **SEN Co-ordinator (Yes/No)**

Continuous Professional Development

Please tell us about any of the following courses you have completed using the codes below.

Foundation Stage Training	C1	Birth to Three Training	C3	Paediatric First Aid	C5	Food Hygiene	C7
Child Protection Awareness	C2	SEN training	C4	Leadership/Management Training	C6	Other (please specify)	C8

Course code	Details of course	Date of completion	Expiry date

Signature _____ Date _____

Individual Form - Childminder

Forename(s) _____ **Surname** _____
Date of Birth _____ **Home Post Code** _____
Disability (Yes/No) _____ **Gender** _____

Age Group (please choose the appropriate code from the following list) _____

Under 18yrs	A1	18yrs-25yrs	A2	25yrs-30yrs	A3	30yrs-40yrs	A4	40yrs-50yrs	A5	Over 50yrs	A6
-------------	----	-------------	----	-------------	----	-------------	----	-------------	----	------------	----

Ethnic Group (please choose the appropriate code from the following list) _____

Asian or Asian British	Black or Black British	Mixed	Other Ethnic Group	White
Bangladeshi E1	African E5	White and Asian E8	Chinese E12	British E14
Indian E2	Caribbean E6	White and Black African E9	Other E13	Irish E15
Pakistani E3	Other E7	White and Black Caribbean E10		Other E16
Other E4		Other E11		

Do you work in another setting(s)? (Yes/No) _____ **Name of setting** _____
Start date at setting _____ **Paid/Voluntary** _____
Type of setting _____ **Your role** (please choose the code from the list below) _____

(Please continue on a separate sheet if necessary)

Crèche	Day Nursery	Out of School	Playgroup
Leader P1	Manager/Officer in charge P5	Leader P10	Leader P14
Deputy Leader P2	Deputy Manager/ Officer in charge P6	Deputy Leader P11	Deputy Leader P15
Worker P3	Senior Nursery Nurse P7	Worker P12	Worker P16
Assistant P4	Nursery Nurse P8	Assistant P13	Assistant P17
	Nursery Assistant P9		

Do you work: Full-time/Part-time

Have you had a CRB check? (Yes/No) _____ **Date of CRB check** _____

Do you offer Early Education? (Yes/No) _____ **Do you work with:** 0-3year olds 3-5year olds

Childminding Specific: (please tick relevant qualification)

ICP Unit 1 DHBC Units 2-5 DCP ECP CCP

Full Title of Highest Childcare/Playwork Qualification _____

Level of Qualification _____ **Date of Qualification** _____

Working Towards (qualification) _____ Due to complete _____

Do you hold a degree in any subject _____

Do you hold a GCSE grade C or above (or equivalent) in: English (Yes/No) Mathematics (Yes/No)

Do you hold: QTS (Yes/No) EYPS (Yes/No)

Continuous Professional Development

Please tell us about any of the following courses you have completed using the codes below.

Foundation Stage Training C1	Birth to Three Training C3	Paediatric First Aid C5	Food Hygiene C7
Child Protection Awareness C2	SEN training C4	Leadership/Management Training C6	Other (please specify) C8

Course code	Details of course	Date of completion	Expiry date

Signature _____ Date _____

Appendix II Qualifications

Number and Percentage of Workers and Qualification Levels

NUMBER	No Qualifications specified			Level 2			Level 3			
	Assistant	Supervisor	Manager	Assistant	Supervisor	Manager	Assistant	Supervisor	Manager	
Day Nursery	106	51	8	92	6	0	38	258		65
Playgroup	65	5	11	54	1	2	42	30		31
Creche	10	1	0	10	1	0	36	11		22
Out of School Care	62	6	4	21	2	3	35	11		19
Totals	243	63	23	177	10	5	151	310		137

PERCENTAGE	No Qualifications specified			Level 2			Level 3			
	Assistant	Supervisor	Manager	Assistant	Supervisor	Manager	Assistant	Supervisor	Manager	
Day Nursery	16	8	1	14	1	0	6	40		10
Playgroup	26	2	4	22	0.4	0.8	17	12		12
Creche	10	1	0	10	1	0	37	11		22
Out of School Care	36	4	2	12	1	2	20	6		11
Totals	88	15	7	58	3.4	2.8	80	69		55

Number and Percentage of Workers and Qualification Levels

NUMBER	Level 4			Level 5			Level 6		
	Assistant	Supervisor	Manager	Assistant	Supervisor	Manager	Assistant	Supervisor	Manager
Day Nursery	0	2	5	0	4	2	0	6	2
Playgroup	1	1	3	0	2	0	0	0	1
Creche	3	0	4	0	0	0	0	0	0
Out of School Care	0	1	1	1	0	1	0	1	3
Totals	4	4	13	1	6	3	0	7	6

PERCENTAGE	Level 4			Level 5			Level 6		
	Assistant	Supervisor	Manager	Assistant	Supervisor	Manager	Assistant	Supervisor	Manager
Day Nursery	0	0.3	0.8	0	0.6	0.3	0	1	0.3
Playgroup	0.4	0.4	1	0	0.8	0	0	0	0.4
Creche	3	0	4	0	0	0	0	0	0
Out of School Care	0	0.6	0.6	0.6	0	0.6	0	0.6	2
Totals	3.4	1.3	6.4	0.6	1.4	0.9	0	1.6	2.7

Appendix III

Comparison of Qualification Levels

Qualification Levels

		Level 2	Level 3	Level 4	Level 5	Level 6
2006	Assistants	209	142	3	0	1
2007	Assistants	177	151	4	1	0
2006	Supervisors	13	329	8	1	4
2007	Supervisors	10	310	4	6	7
2006	Managers	16	105	8	1	0
2007	Managers	5	137	13	3	6
Total 2006	1132	238	576	19	2	5
Total 2007	1141	221	1032	37	12	17

Appendix IV Childminder Data

Childminder Qualifications and Training

	Paediatric First Aid	Food Hygiene	Child Protection	ICP	GCSE English	GCSE Maths	Level 3 Qualification
Total Number	233	140	139	155	137	116	33
Percentage	82	49	49	54	48	41	12

Appendix V

Paediatric First Aid Expiry Dates

Paediatric First Aid Expiry Dates

	Day Nursery	Playgroup	Crèche	Out of School Care	Childminder	Totals
Jun-07	13	4	4	7	8	36
Jul-07	5	1	3	4	8	21
Aug-07	4	0	3	0	8	15
Sep-07	4	1	2	0	7	14
Oct-07	6	1	0	0	9	16
Nov-07	15	2	0	0	6	23
Dec-07	4	1	1	0	8	14
Jan-08	35	13	3	6	15	72
Feb-08	9	4	1	1	8	23
Mar-08	3	5	2	2	8	20
Apr-08	3	3	2	2	3	13
May-08	7	0	2	1	6	16
Jun-08	24	3	1	1	5	34
Jul-08	8	2	1	1	3	15
Aug-08	1	1	2	1	4	9
Sep-08	5	6	1	1	11	24
Oct-08	13	5	0	1	12	31
Nov-08	14	2	2	3	9	30
Dec-08	12	1	0	2	11	26
Jan-09	35	15	2	9	2	63
Feb-09	6	4	0	5	4	19
Mar-09	7	3	1	5	15	31
Apr-09	2	6	2	5	1	16
May-09	12	4	0	0	10	26
Jun-09	18	4	0	3	7	32
Jul-09	12	4	1	2	11	30
Aug-09	3	0	0	1	4	8
Sep-09	8	2	2	2	4	18
Oct-09	12	4	0	1	12	29
Nov-09	11	6	0	2	4	23
Dec-09	3	2	1	0	2	8
Jan-10	13	8	2	4	1	28
Feb-10	15	1	0	3	1	20
Mar-10	12	4	0	2	2	20
Apr-10	4	1	0	1	4	10
Jun-10	5	1	0	0	0	6
Jul-10	1	1	1	0	0	3
Aug-10	1	0	0	0	0	1
Sep-10	0	0	0	0	0	0
Oct-10	1	1	1	0	0	3

Appendix VI Age

Age Breakdown

Age Range	Day Nursery – other staff	Day Nursery- Managers	Playgroup – other staff	Playgroup – Managers	Crèche – other staff	Crèche - Managers
under 18	17	0	4	0	0	0
18-25	209	5	29	1	2	0
25-30	106	15	21	2	2	3
30-40	58	17	49	7	17	3
40-50	57	16	63	18	19	8
over 50	25	2	15	10	10	9

Age Range	Out of School Care – other staff	Out of School Care - Managers	Childminders	Totals	%
under 18	7	0	0	28	2
18-25	26	2	12	286	20
25-30	14	3	29	195	14
30-40	13	7	63	234	16
40-50	37	9	71	298	21
over 50	9	2	44	126	8

Appendix VII Ethnicity

Ethnicity of the Childcare Workforce

	Day Nursery	Playgroup	Crèche	Out of School Care	Childminder	2007		2006		2005
						Number	%	Number	%	%
Asian or Asian British										27
Bangladeshi	3	1	0	0	4	8	0.6	3	0.2	
Indian	129	74	34	47	38	322	22.2	339	24	
Pakistani	15	15	2	4	10	46	3	37	2.6	
Other	8	5	0	2	3	18	1.3	18	1.4	
Black or Black British										3
African	3	2	0	2	4	11	0.8	7	0.5	
Caribbean	8	4	2	8	4	26	1.8	18	1.3	
Other	1	1	1	1	1	5	0.4	8	0.6	
Mixed										2
White and Asian	0	1	0	0	1	2	0.1	0	0	
White and Black African	0	0	0	0	0	0	0	2	0.1	
White and Black Caribbean	5	2	0	3	0	10	0.7	8	0.6	
Other Mixed	2	1	0	1	0	4	0.3	2	0.1	
Other										0.3
Chinese	0	0	0	0	0	0	0	2	0.1	
Other Ethnicity	6	1	1	0	3	11	0.8	4	0.3	
White										55
British	394	124	47	78	204	847	59	815	57	
Irish	0	2	2	3	1	8	0.6	14	1	
Other	6	2	1	0	2	11	0.8	11	0.8	
Not specified	65	14	8	22	0	109	7.6	133	9.4	12

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