

ABERDEEN CITY COUNCIL

COMMITTEE	Education and Children's Services
DATE	26 January 2017
DIRECTOR	Gayle Gorman
TITLE OF REPORT	Out of School Care Policy and Good Practice Guidelines
REPORT NUMBER	ECS/17/001
CHECKLIST COMPLETED	YES

1. PURPOSE OF REPORT

- 1.1 To seek approval of the revised and updated Out of School Care Policy and Good Practice Guidelines (November 2016).
- 1.2 The purpose of the Out of School Care Policy and Good Practice Guidelines is to promote improvement and embed quality within provision in Aberdeen, and to establish links between out of school care and other local and national strategies and policies e.g. *Building the Ambition, Aberdeen Play Policy and Nurtured Outcome Group Action Plan*. It seeks to develop innovative and inclusive services in partnership with communities, schools, parents and carers, children and young people and a wide range of external agencies.
- 1.3 To reaffirm Aberdeen City Council's commitment to out of school care as part of the wider early learning and childcare expansion agenda.

2. RECOMMENDATION(S)

- 2.1 For Education and Children's Services Committee to approve the revised and updated Out of School Care Policy and Good Practice Guidelines (November 2016).
- 2.2 To instruct officers to disseminate the revised and updated policy widely to all out of school care partners across the city; and
- 2.3 To instruct officers to establish a process for monitoring the completion and review of Out of School Care Policy Agreements.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no additional financial implications as a result of agreeing this updated policy.
- 3.2 Our Development Officers currently support feasibility studies to assess demand in local areas and offer support in setting up and establishing new out of school care provision.
- 3.3 We provide small start-up grants via Childcare Strategy funding for partners establishing new out of school provision and then organisations are required to become sustainable based on parental fees.
- 3.4 Out of school care staff are supported to meet SSSC requirements by accessing funding to undertake qualifications.

4. OTHER IMPLICATIONS

- 4.1 Aberdeen City Council provides free Priority of Access to Educational Establishment Lets (in line with Aberdeen City Council Educational Establishment Lets Policy).
- 4.2 Out of school care provisions are entitled to standard cleaning arrangements as part of the Local Authority let.
- 4.3 As part of the Local Authority let agreement, out of school care provisions are also entitled to utilise janitorial services for reporting faults, repairs and general maintenance as required, as well as any health and safety issues.

5. BACKGROUND/MAIN ISSUES

- 5.1 The Scottish Government expansion of early learning and childcare programme is to deliver a further increase in entitlement from 600 to 1140 hours for eligible 2 year olds, 3 and 4 year olds, and an expansion of childcare services for school age children by 2020. The policy intention is to ensure we deliver high quality ELCC services to improve outcomes for children and to remove barriers for working and studying parents to support economic growth in Scotland.
- 5.2 We are currently reviewing our own childcare services to better align them with the proposed Government expansion programme. Therefore when children get their full early learning and childcare entitlement in 2020 we will focus on provision for under 2s and out of school care and holiday provision for school age children to meet additional demand.
- 5.3 Aberdeen City Council's Out of School Care Policy was first developed in 2003. It was updated in 2008 and again in 2011 to take account of the integrated children's services agenda and the strategy to develop an integrated early years, childcare and family support services model.

- 5.4 The policy has been revised and updated in 2016 to bring it up-to-date with modern out of school care requirements and to reaffirm Aberdeen City Council's commitment to out of school care as part of the wider early learning and childcare expansion agenda.
- 5.5 Aberdeen City Council recognises that childcare is central to the social and economic development of the city, enabling parents and carers to engage confidently with employment and employability opportunities; economically supporting themselves and their children.
- 5.6 Childcare is also a major positive influence in improving outcomes for children in terms of their wellbeing, learning and development. Access to high quality early learning and childcare develops confident young people who are better able to lead their own learning, fully participate in their own communities and interact positively with their peers.
- 5.7 The purpose of this policy is to promote improvement and embed quality within provision in Aberdeen, and to establish links between out of school care and other local and national strategies and policies e.g. *Building the Ambition, Aberdeen Play Policy and Nurtured Outcome Group Action Plan*. It seeks to develop innovative and inclusive services in partnership with communities, schools, parents and carers, children and young people and a wide range of external agencies.
- 5.8 This policy ensures access to high quality services for all children regardless of need, background or ability as set out in the [Children and Young People \(Scotland\) Act 2014](#) and it acknowledges the significance of children's rights, the [United Nations Convention on the Rights of the Child 1989](#) which was approved by the UK Government in 1991 and adopted by Aberdeen City Council in 1996.
- 5.9 The policy incorporates good practice guidelines including access to premises, resources, communication and a policy agreement to ensure there is clarity about the commitment and approach.
- 5.10 There are currently 41 after school clubs in Aberdeen providing 1581 places; 24 breakfast clubs providing 1101 places; and 39 holiday playschemes providing 1404 places. (*Source: Family Information Service*)
- 5.11 Some out of school care provision is delivered directly by Aberdeen City Council and some is delivered by our partners. The majority of out of school care is delivered in schools buildings. The Out of School Care Policy and Good Practice Guidelines have been revised and updated to ensure we have a clear understanding of the policy commitment to out of school care in the city and the need to work together in order to deliver high quality, flexible and affordable out of school care provision which meets the needs of children and parents.

- 5.12 Aberdeen City Council's policy is that all schools will work with parents and out of school care providers to establish and support out of school care in all education establishments where there is sufficient demand.
- 5.13 A comprehensive and wide consultation has been undertaken during the process of revising and updating this policy: the Nurtured Outcome Group and all its associated early learning and childcare partners and Development Officers; Head Teachers; Assets and Facilities Teams; and Policy and Performance Team.
- 5.14 One of the recommendations received during the consultation process was to establish a process for monitoring the completion and review of Out of School Care Policy Agreements. The formal agreement ensures shared protocols are in place for communication and resources. For example, priority of access and free lets, suitable premises, shared equipment, access to kitchen facilities and storage etc.

6. IMPACT

Improving Customer Experience –

A key feature of this policy is to work with parents and existing and future childcare partners to best meet the needs of children, families and communities, including school communities.

Furthermore, this policy expresses a commitment to see, hear, listen and respond to children and ensure that out of school care represents a positive experience within which they are fully engaged.

Improving Staff Experience –

The policy incorporates good practice guidelines including access to premises, resources, communication and a policy agreement.

The formal agreement ensures shared protocols are in place for positive lines of communication and shared resources.

Improving our use of Resources –

The policy incorporates good practice guidelines including access to premises, resources, communication and a policy agreement.

The agreement ensures shared protocols are in place for positive communication and shared resources.

Corporate -

Aberdeen City Council recognises that childcare is central to the social and economic development of the city, enabling parents and carers to engage confidently with employment and employability opportunities; economically supporting themselves and their children.

Public –

This policy ensures access to high quality services for all children regardless of need, background or ability as set out in the [Children and](#)

[Young People \(Scotland\) Act 2014](#) and it acknowledges the significance of children's rights, the [United Nations Convention on the Rights of the Child 1989](#) which was approved by the UK Government in 1991 and adopted by Aberdeen City Council in 1996.

7. MANAGEMENT OF RISK

- 7.1 Aberdeen City Council recognises that childcare is central to the social and economic development of the city, enabling parents and carers to engage confidently with employment and employability opportunities; economically supporting themselves and their children.
- 7.2 Childcare is also a major positive influence in improving outcomes for children in terms of their wellbeing, learning and development. Access to high quality early learning and childcare develops confident young people who are better able to lead their own learning, fully participate in their own communities and interact positively with their peers.
- 7.3 This report seeks to reaffirm Aberdeen City Council's commitment to out of school care as part of the wider early learning and childcare expansion agenda in order to develop innovative and inclusive services in partnership with communities, schools, parents and carers, children and young people and a wide range of external agencies.
- 7.4 The approval of the revised and updated Out of School Care Policy and Good Practice Guidelines will therefore support the social and economic development of the city by enabling parents and carers to engage in employment opportunities and will also improve outcomes for our children in terms of their wellbeing, learning and development.
- 7.5 No further risks have been identified during the completion of the EHRIA.

8. BACKGROUND PAPERS

Aberdeen City Council Out of School Care Policy and Good Practice Guidelines (Revised and Updated November 2016)

9. REPORT AUTHOR DETAILS

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