

## Current and proposed Children's Centre Services, opening hours & posts

### i) Services provided now and proposed

	Current	Emerging Model
1	<p>Support and interventions are currently provided through home visits and groups and this is referred to as the outreach service. The current service is targeted to families and children with additional needs, although some universal / open access groups are run.</p> <p>A snap shot of current caseloads where services are targeted to families and children with additional needs across all Children's Centres was undertaken w/e 17<sup>th</sup> January 2014. This showed 213 families/children being supported through home visits and 252 families/children supported through the delivery of 33 targeted groups. This is an average of 7/8 children and / or parents at each group.</p> <p>Analysis of the weekly groups show that approximately 13 universal / open access groups are run each week across all Children's Centres, in addition to the targeted work.</p>	<p>The proposal is to commission a fully targeted outreach service from this budget which supports children and families with additional needs.</p> <p>It is not proposed to commission or fund any open access/ universal groups or services from this budget for families and children without additional needs from April 2015.</p> <p>Modelling shows that the new outreach service would have capacity to support around 220 families at any one time through home visits, and deliver the same number of targeted groups.</p>
2	Volunteer and peer support programme. The snap shot w/e 17 <sup>th</sup> January showed that 72 volunteers were being supported	Volunteer and peer support programme
3	Link social worker	Link Social Worker
4	Early Years teacher support	Early Years teacher support

### ii) Universal and targeted services – how it's proposed to target services

Universal services are open access and available to all families and children, irrespective of the level of need. The Health Visitor service which works very closely with Children's Centre services is an example of a universal health care service which is available to all families with expectant mums and with children aged 0-4. They carry out new birth visits and follow up visits to all families and children. Where they identify a family or child with an additional need; where the parents are isolated and struggling to cope, or where a child is not developing well. The Health Visitor will refer the family to the Children's Centre service for support and interventions to address these needs. The largest source of referrals into Children's Centre Services is from the universal Health Visitor Service. Recent analysis over a 12 month period shows that 61% of the

769 families and children referred to Children’s Centre Services are from Health Visitors. This percentage is larger in the Keynsham/ Chew Valley and Bath West groups, where over 70% of referrals are from Health Visitors. It is expected that the proportion of referrals from Health Visitors will continue to increase as integrated working with Children’s Centres continues to improve.

Targeted Services are for those families and children with one or more additional needs, but these needs and risks are not significant enough to meet the criteria for a social worker or statutory intervention. An additional need could be a personal need of the parent or the child, or a need resulting from their circumstances such as poverty, or where they live, or as is often the case a combination of these.

Access to Children’s Centres has historically been through the universal groups run by the Centres themselves such as Stay and Play. The development of the Health Visitor service over the last few years, and the need to respond to those families and children in greatest need, has resulted in Children Centre services becoming increasingly targeted. (Only 8% of referrals are from universal groups)

**iii) The current number and roles of Children Centre staff in each group**

The staffing information includes the staff who work in the nurseries, where they are run by either B&NES or First Steps as part of the current Children’s Centre Service.

**The 9 Children’s Centre Services run by B&NES**

<b>Bath East Children’s Centre (St. Martin’s Garden; Parkside &amp; Weston)</b>		
<b>Post Description</b>	<b>FTE</b>	<b>Hours</b>
Admin/Reception	1.00	37.00
Early Years Assistant	0.78	29.00
Lead Outreach Worker	1.00	37.00
Receptionist and Administration Assistant	1.00	37.00
Receptionist/Administrative Assistant	1.00	37.00
Senior Early Years Practitioner	0.40	15.00
Finance and Office Manager	1.00	37.00
Children's Centre Co-ordinator	1.00	37.00
Children's Centre Housekeeper	0.81	30.00
Senior Early Years Practitioner	1.00	37.00
Early Year Practitioner	0.56	21.00
Children's Centre Service Manager	1.00	37.00
Lead Outreach Worker	0.61	22.50
Outreach Worker	0.54	20.00
Early Years Practitioner	1.00	37.00
Outreach Worker - Young Fam and Babies	1.00	37.00
Children's Centre Social Worker	0.81	30.00
Project Worker	1.00	37.00
Children's Centre Co-ordinator	1.00	37.00

Outreach Worker	1.00	37.00
Lead Children Centre Outreach Worker	0.81	30.00
Volunteer Coordinator Manager	0.81	30.00
Lead outreach worker	0.81	30.00
CC Co-ordinator	1.00	37.00
Children's Centre Co-ordinator	1.00	37.00
Senior Early Years Practitioner	0.40	15.00
	<b>Total</b>	<b>22.3 FTE</b>

<b>St. Martin's Garden Children's Centre Nursery</b>		
<b>Post Description</b>	<b>FTE</b>	<b>Hours</b>
Lead Snr Early Years Practitioner	1.00	37.00
Early Years Practitioner	0.73	27.00
Early Years Practitioner	1.00	32.00
Children's Centre Teacher	1.00	37.00
Early Years Assistant	0.78	29.00
Early Years Assistant	0.81	30.00
Early Years Assistant	0.81	30.00
Early Years Assistant	0.43	16.00
Early Years Assistant	0.81	30.00
Play Worker (Children's Centre)	0.76	28.00
Early Years Practitioner	0.86	32.00
Early Years Practitioner	1.00	37.00
Early Years Assistant	0.43	16.00
Children's Centre Co-ordinator	1.00	37.00
Early Years Practitioner	1.00	37.00
Early Years Practitioner	0.42	15.50
Early Years Practitioner	0.81	30.00
Early Years Assistant	0.65	24.00
	<b>Total</b>	<b>14.31 FTE</b>

<b>Keynsham &amp; Chew Valley Children's Centre</b>		
<b>Post Description</b>	<b>FTE</b>	<b>Hours</b>
Children's Centre Service Manager	1.00	37.00
Children's Centre Outreach Worker	0.65	24.00
Lead Children Centre Outreach Worker	0.70	26.00
Children's Centre Receptionist	0.49	18.00
Children's Centre Co-ordinator	0.81	30.00
Lead Outreach Worker	1.00	37.00
Snr Early Years Practitioner	1.00	37.00
Snr Early Years Practitioner	0.49	18.00

<b>Keynsham &amp; Chew Valley Children's Centre</b>		
<b>Post Description</b>	<b>FTE</b>	<b>Hours</b>
Lead Children Centre Outreach Worker	0.20	7.5
Children's Centre Co-ordinator	0.81	30.00
Day Care Social Worker - Early Years	0.50	18.50
Project Worker 1	0.54	20.00
Children's Centre Social Worker	0.41	15
Admin Officer	0.61	22.50
Early Years Practitioner	0.00	CASUAL
Receptionist Clerical Officer	1.00	37.00
	<b>Total</b>	<b>10.2 FTE</b>

<b>Somer Valley Children's Centres (Peasedown St. John, Radstock, Midsomer Norton &amp; Paulton) Children's Centre</b>		
<b>Post Description</b>	<b>FTE</b>	<b>Hours</b>
Lead Outreach Worker	1.00	37.00
Lead Outreach Worker	0.42	15.50
Project Worker	0.57	21.00
Receptionist / Admin Officer	0.51	19.00
Children's Centre Receptionist	1.00	37.00
Snr Early Years Practitioner	1.00	37.00
Snr Early Years Practitioner	1.00	37.00
Children's Centre Receptionist	0.19	7.00
Early Years Assistant	0.41	15.00
Children's Centre Service Manager	1.00	37.00
Children's Centre Receptionist	0.54	20.00
Children's Centre Co-ordinator	1.00	37.00
Receptionist/Clerical officer	0.61	22.50
Children's Centre Co-ordinator	0.61	22.50
Children's Centre Co-ordinator	0.61	22.50
Business Market Manager	0.61	22.50
Lead Children Centre Outreach Worker	0.61	22.50
Lead Children Centre Outreach Worker	0.81	30.00
Early Years Practitioner	1.00	37.00
Children's Centre Co-ordinator	0.81	30.00
Office Manager	1.00	37.00
Caretaker	0.41	15.00
	<b>Total</b>	<b>16.89 FTE</b>

<b>Radstock Children's Centre Nursery</b>		
<b>Post Description</b>	<b>FTE</b>	<b>Hours</b>
Early Years Assistant	0.43	16.00

Early Years Practitioner	1.00	37.00
Early Years Practitioner	1.00	37.00
Receptionist/Clerical Officer	0.54	20.00
Early Years Practitioner	0.91	33.50
Housekeeper	0.67	25.00
Early Years Assistant	1.00	37.00
Children's Centre Qualified Teacher	0.53	19.50
Early Years Assistant	1.00	37.00
Children's Centre Co-ordinator	0.95	35.00
Children's Centre Co-ordinator	0.68	25.00
Early Years Practitioner	0.51	19.00
Office Manager	0.43	16.00
Early Years Assistant	0.61	22.50
Early Years Assistant	0.68	25.00
Early Years Practitioner	1.00	37.00
Early Years Assistant	0.84	31.22
Snr Early Years Practitioner	1.00	37.00
Early Years Practitioner	1.00	37.00
Early Years Assistant	0.68	25.00
Early Years Practitioner	1.00	37.00
<b>Total 16.45 FTE</b>		

**The two Children's Centres delivered by First Steps**

<b>Post</b>	<b>Team</b>	<b>Hours</b>
Children's Centre Co-ordinator	Family Services	37.50
Family Link/ Group Worker	Family Services	37.5
Family Link/ Group Worker	Family Services	21
Senior Practitioner, Family Services	Family Services	22.50
Senior Practitioner, Family Services	Family Services	30.00
Family Link/ Group Worker	Family Services	18
Senior Practitioner, Family Services	Family Services	22.5
Administrator/ Receptionist	HQ, Admin & Ancillary	18.00
Caretaker	HQ, Admin & Ancillary	15.00
Senior Receptionist	HQ, Admin & Ancillary	37.50
Development Officer/PA to the Chief Executive	HQ, Admin & Ancillary	22.00
Finance Officer	HQ, Admin & Ancillary	25.00
Administrator/ Receptionist	HQ, Admin & Ancillary	37.50
Senior Administrator	HQ, Admin & Ancillary	35.00
Chief Executive	HQ, Admin & Ancillary	37.50
Finance and Administration Manager	HQ, Admin & Ancillary	37.50
Administrator/ Receptionist	HQ, Admin & Ancillary	15.00
Maternity Cover Administrator/ Receptionist/ Housekeeping Assistant	HQ, Admin & Ancillary	15.00
Senior Nursery Nurse	Moorlands	37.50
Cook	Moorlands	27.50

<b>Post</b>	<b>Team</b>	<b>Hours</b>
Senior Practitioner	Moorlands	32.00
Nursery Assistant	Moorlands	35.50
Senior Nursery Nurse	Moorlands	34.00
Assistant Manager	Moorlands	37.50
Nursery Assistant	Moorlands	31
Senior Practitioner	Moorlands	37.50
Nursery Nurse	Moorlands	28.75
Nursery Nurse	Moorlands	30
Nursery Nurse	Moorlands	35.00
Nursery Assistant	Moorlands	37.5
Children's Services Manager	Moorlands	33.50
Nursery Assistant	Moorlands	22.50
Trainee Nursery Nurse (Nursery Assistant)	Moorlands	37.5
Senior Nursery Nurse	Moorlands	22.00
Children's Services Manager	Twerton	37.5
Nursery Assistant	Twerton	32.00
Nursery Nurse	Twerton	25
Nursery Nurse	Twerton	22.00
Nursery Nurse	Twerton	16.00
Assistant Manager, Children's services	Twerton	37.50
Nursery Nurse	Twerton	37.50
Nursery Assistant	Twerton	37.5
Senior Practitioner	Twerton	37.50
Senior Practitioner	Twerton	37.50
Cook	Twerton	28.33
Nursery Nurse	Twerton	30.00
Senior Practitioner	Twerton	34.00
Nursery Nurse	Twerton	37.50
Nursery Nurse	Twerton	37.50
Senior Nursery Nurse	Twerton	30.00
Senior Nursery Nurse	Twerton	37.50
Senior Practitioner	Twerton	37.50
Nursery Assistant	Twerton	25.00
Nursery Assistant	Twerton	23.00

There are a total of 49.4 FTE posts in the 9 Children's Centres delivered by B&NES and 11.8 FTE in the two centres delivered by First Steps. 61.2 FTE posts in total.

### **Number and type of posts in the Children's Centre Service in the emerging model**

When the new services are commissioned in 2015, the number and type of posts will not be prescribed, only the expected outcomes, delivery targets and quality standards.

It will be up the provider to decide the best staffing model to deliver these requirements. However, analyse of current service levels and modelling work to cost

the emerging models suggests a minimum of 47 FTE posts could be provided. Staffing costs are generally lower in the voluntary sector, so the number of posts could increase if this were to be the case.

#### iv) Current and proposed Children Centre Opening Times

Bath	Current	Hours	Proposed	Hours	Change
Parkside	M-F 9-4/4.30	35.5	Service Centre - open full time	35.5	0
Twerton**	M-F 8-6	50	Service Centre - open full time	50	0
Moorlands**	M-F 8-5.30	45	Mon pm; Thurs:pm*	7	38
St Martins**	M-F 9-4.30	35	Tu am; Thur pm, Fri 9-4	14.5	20.5
Weston	M-F 9-4.30	35	M pm; Tu pm; Thu pm	10.5	24.5
<b>NE Somerset</b>					
Midsomer Norton	M-F 8.30 - 4/4.30	39.5	M 8.30-4.00, Tu am; W pm, Th 9-4	22	17.5
Radstock**	M-F 8.30-4/4.30	39.5	Service Centre - open full time	39.5	0
Paulton**	Wed/Thur 8.30-4.30	16	W am; Th am	6	10
Peasedown	Mon-Weds 8.30-4.30	24	Weds am;*	3	21
Keynsham**	M-F 9-5	35	Service Centre - open full time	35	0
Chew Valley**	M-F 9-5	35	M9-4, Tu am;Weds 9-12,Th 11-2.30	18.5	16.5
		<b>389.5</b>		<b>238.5</b>	<b>148</b>
<b>%</b>				<b>62</b>	
Notes: Moorlands has a large nursery. One additional room is available in the Centre to run groups and activities. Other community venues are also used in area. * days and times vary ** these Children's Centres have nurseries located on site and all are open full time, except Keynsham which is part time.					

The opening times of the 7 Children's Centres which are not 'service centres' will match the times when the groups and courses are running. The emerging model will not affect the delivery of these.

To provide receptionist cover for every Children's Centre to allow it to be open every day would cost £294,000 per annum, it should be noted that whilst the Centre would be open there would be no additional groups funded by the Council.