

## AUTUMN 2015

Issue 5

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### Services:

Disclosure & Barring Service  
Payroll Services  
Membership & Toy Library  
Bouncy Castle Use  
Play Schemes  
Play Rangers  
Buddies  
Training Courses

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## Summer Playschemes

Despite the somewhat unreliable weather, the playschemes have been successful, and included some exciting days out visiting @Bristol, Cattle Country, Noah's Ark Zoo, Old Down Country Park plus Forest Skills in Siston (though we did have to cancel one of the Forest Skills due to extremely bad weather).



**Ash Lloyd**

Loved the bouncy castle and outdoor

The Teenage Workshops have proved once again to be popular, with the children doing a variety of activities, such as cooking, bowling, art, dance and play in a day ....

Our day trip to Noah's Ark also proved such a hit with the children, that several refused to leave with hiding in the maze being a favourite ruse! One climbed a tree and refused to come down! These challenging situations were superbly handled by our staff, who rose to the occasion magnificently.

Joined in a trip & felt included. Had a great time and probably wouldn't have felt able to do this myself.



In Memoriam—Nicky Owen

Whilst visiting Cattle Country, all the children took time out to visit the In Memoriam bench erected in memory of Nicky Owen (18/06/1962-14/10/2014) who sadly passed away unexpectedly last October.



**Yate Open Access** was initially quiet, but after a leaflet drop around the town centre, numbers quickly picked up and once again proved to be a popular choice for busy parents.

**Leo's Den** also proved to be popular with local families and was fully subscribed.

This year saw many new Play Workers join Children's Playlink, all of whom have been absolutely brilliant, so a big thank you to all members of staff.

for more details contact:  
ash.lloyd@childrensplaylink.org.uk

## What's Next?

Although limited to a small number of 18-25 years, this new project took off with a trip to Pizza Hut, where the group had delicious pizza and ice-cream.

*Jurassic World* and *Pixels* were both enjoyable films and proved a big hit with our young adults who thought they were great! Everybody had fun.



Diverted on the way to Pizza Hut

.....a huge thanks to the lovely ladies . ....in the 18-25 group, they were just so great with the young people and cannot praise them enough—I wish I knew the name of the kind person who kept Ben company and made his day special—well done to them all



## Payroll Service

\* Please photocopy this blank for future use  
Universal Timesheet PF02/0711  
For electronic version please email payroll@childrensplaylink.org.uk



Name of Group  
Pay Date

NAME	MONTHLY SALARY	RATE PER HOUR	HOURS WORKED THIS MONTH	ADDITIONS/DEDUCTIONS	TOTAL GROSS PAY	COMMENT/INFORMATION FOR PAYROLL
XXXXXXXXXX XXXXXXXXX	£1,200.00	£7.50	N/A	plus 7.5 hrs @ Time and a half	£9,225.00	Formula for gross amount to be paid ie Monthly Salary (B11) + Additions/Deductions (E12)
						Insert correct monthly salary here or advise if hourly paid
						Insert hourly rate here
						Formula for calculating amount owed/deducted, ie (£7.50 x 7.5) x 1.5
						Unless hourly paid, then formula is Rate Per Hour (E11) x Hours Worked (D11) + Additions/Deductions (E12)
						If paid hourly, number of hours worked this month
						Total
					£ 1,289.21	

We are often asked on how to correctly fill in the Universal Timesheet or to explain what the various boxes are for or how to calculate the excel formulas. We hope that the sample (left) is of help, but for a clearer view, please visit our website [www.childrensplaylink.org.uk](http://www.childrensplaylink.org.uk).

Some of the formulae are already in place, but remember that it may be necessary to overwrite the formula for your particular scenario.

**Cally Butler**  
Payroll Officer



## Fundraising for Children's Playlink

Once again, the parents have contributed a voluntary £7.50 per child per session for the Summer Playschemes and helped raise over £5,000, and together with the help of the generous £1,200 donation received from Chipping Sodbury Baptist Church, ensured that the children have a really good time this summer.



Yes, lots of day trips this year which was very good and unexpected! EB

## Training

**Ofsted** rolled out a new inspection framework on 1st September, which now includes 'how well the early years provision meets the needs of the range of children who attend, and how well practitioners demonstrate high expectations and enthuse, engage and motivate children'. To that effect, we are offering three new courses—*An Introduction to Loose Parts*, *An Introduction to Tinkering*, and *Looking at Drawings Through the Eyes of a Child*, by Annette Parsons BA(Hons) who has great experience in this area, and whose previous roles included developing family learning projects for S. Glos with Community Learning as well as Childminding Development. Please visit our website [www.childrensplaylink.org.uk](http://www.childrensplaylink.org.uk) for more information about these three vital courses.

### First Aid Courses

Paediatric First Aid was held on Monday 21 & 28th September at our offices in Yate and once again proved to be very popular. The next course will be held in the New Year.



### Food Hygiene

Spaces are still available for our Food Hygiene course being held at our offices on Thursday 15th October.



Please see our website for more details and booking form or contact Caron on [caron.hale@childrensplaylink.org.uk](mailto:caron.hale@childrensplaylink.org.uk) or phone 01454 338900



### Babysitting Courses

**NEW!!!** A Baby Sitting Workshop aimed at teenagers who wish to gain confidence and understanding of babysitting perils and pitfalls.

This new course will cost £20 per person and will be held at Chipping Sodbury Youth Centre on Tuesday 6th and 13th October 6:30-8:30pm at a cost of £20. Spaces are limited to 14.

If you know of a teenager who might benefit from this, please contact [caron.hale@childrensplaylink.org.uk](mailto:caron.hale@childrensplaylink.org.uk) or telephone 01454 338900.



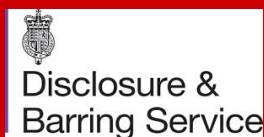




**Bouncy Castle Hire**



**Unlimited Toy Library use**



## Toy Library

We know that summer has only just finished, and school has re-started but now thoughts are turning to your next fund-raising event — the Christmas fete. Now is the time to consider booking your bouncy castle provision, *but remember if this is the second time you wish to book one, there will be a £40 fee, which is still a massive saving on hiring elsewhere.* We also have Christmas costumes to hire.



It has come to our attention that some of the toys that we loan out have been returned damaged or with parts missing. We rely on the integrity of our

members to report any damage when they return the items, so the next user is not disappointed. Please let us know if this is the case so we can repair or replace as necessary.

caron.hale@childrensplaylink.org.uk or go to our website for a members form at [www.childrensplaylink.org.uk](http://www.childrensplaylink.org.uk)

## New OFSTED Requirements coming!

As from September 2015, OFSTED are making changes with their inspections.

OFSTED will be looking more closely at how effective leaders and governors are at safeguarding with regards to staff recruitment and vetting, quality of safeguarding practice and how serious incidents

and allegations are handled.

To help childcare providers prepare for this, we are holding a training morning at our Yate office on Wednesday 18th November 9:30-12:00.

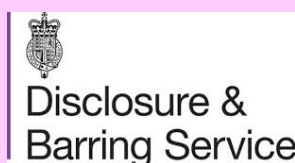
Please visit our website for full details of the various courses on offer to help facilitate this.

The cost for all the courses are £35 per person. (5% discount for members). Booking forms are also available to download on our website.

To book your place on these courses please contact [staff@childrensplaylink.org.uk](mailto:staff@childrensplaylink.org.uk) or phone 1454 338900

## DBS

DVLA are now no longer issuing the paper part of a driving license but it is still ok to use those issued before 1998 as a primary document for DBS checks. Otherwise, the photo driving license is now considered a primary document.



## GOODBYE

It is with much sadness that we announce the retirement of Heather McDonald, who has worked tirelessly as a Support Advisor for Early Years. Heather has worked for Children's Playlink for a number of years and her expertise and dedication to the organization has been greatly valued. However, Heather will continue to deliver her popular training courses and support all your training needs into the foreseeable future.

Please send on my good wishes to Heather. Various members of my staff and myself have benefitted from courses run by Heather, which have been very enjoyable.



## Children's Playlink

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<https://www.facebook.com/pages/ChildrensPlaylink/628406797212087>



<https://twitter.com/Playlink>

Children's Playlink is a charitable company limited by guarantee, incorporated on 15 March 2001 and registered as a charity on 31 March 201. The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. Our objective is to advance the development of children in South Gloucestershire by developing and supporting the provision of play and the organizations that provide it.

Full details of our services can be found on  
[www.childrensplaylink.org.uk](http://www.childrensplaylink.org.uk)

**Little Heroes Day Nursery at Frenchay Village Hall, Beckspool Road, Frenchay** are seeking a new practitioner to work 5 mornings a week at the pre-school (term-time only), and also some shifts at the holiday club during school holidays.

*For more details  
email [lucy\\_foley@hotmail.com](mailto:lucy_foley@hotmail.com) or  
'phone Lucy on 07920 885185*

## This could be your advert!!

Each publication of our newsletter reaches over 1,000 readers in the childcare industry. If you want to advertise an event or a job vacancy, get in touch at

[caron.hale@childrensplaylink.org.uk](mailto:caron.hale@childrensplaylink.org.uk)

*Only £10 per advert!!*

## BUDDIES NEEDED

Buddies needed to work on our inclusion playschemes/buddy system for children with special needs to aid children in attending mainstream activities after school and during school holidays:

**DI** (aged 15) @ Made Forever Youth Centre on Wednesdays at 7pm for 2 hours.

**SS** (aged 8) @ Dodington Parish Hall Cubs on Wednesdays at 6pm for 2 hours.

**EP** (aged 7) @ Bradley Stoke Beavers on Thursdays at 6pm for 1 hour.

**CB** (aged 7) @ Thornbury Beavers on Thursdays at 6pm for 1 hour.

**T** (aged 9) @ Olveston Cubs on Thursdays 6:30pm for 2 hours.

For more information please contact Ash Lloyd on 01454 338900 or email [ash.lloyd@childrensplaylink.org.uk](mailto:ash.lloyd@childrensplaylink.org.uk)

