



LOTS OF USEFUL INFO!

The Great Flood

Welcome to our Summer edition of Network News —not that Summer has been much in evidence this year—so far!

We hope you have all recovered from the effects of the 'Great Flood'. Fortunately, as far as we know, no clubs suffered major flood damage except for *Reach Out* who lost a lot of expensive outdoor play equipment which they'd recently stored in the cellar.



Many clubs were closed as the schools they serve had to close because of the disruption or staff difficulties. Other clubs had a few late pick ups on the Monday, as parents struggled to get to clubs in time.

In case you were affected—

Yorkshire Forward has provided a £1m recovery fund to help businesses in Yorkshire that have been affected by the flooding. Any businesses in Sheffield should call **0800 915 6913** for assistance. The recovery fund will provide up to £2,500 per company for immediate recovery needs and small businesses will need to fill in a two page form to apply for this assistance.

Let's hope that the sun shines for the undoubtedly much welcomed Summer break or for those lucky clubs about to run a holiday scheme.

Enjoy the Summer!

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New safeguarding Children Policies

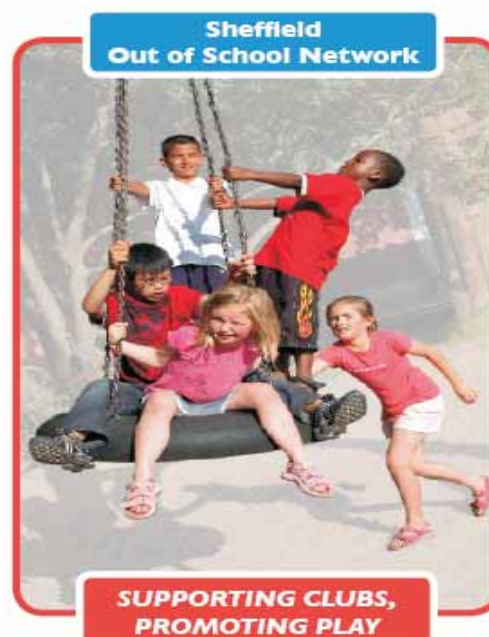
Companies Act
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PLAYWORKERS

Places to visit





Meet the club—Reach Out Childcare

Club name:

Reach Out Child Care

Location of club:

Hillsborough
next door to Hillsborough Primary School

Opening date:

March 2006

Number and type of places offered:

24 after school and holiday places

Organisational Structure:

Social enterprise, not for profit organisation,
company limited by guarantee

Funniest moment in the club:

Seeing the children's faces during their first go
on the toboggan run, during our holiday
playscheme—and the staff had a go!

activity:

Favourite activity:

Dressing up

Best Feature:

The staff—a friendly, approachable bunch

Worst situation experienced:

The recent flood (see front page!)

What the children think about the club:

'I don't just come here for the fun you know, my
Mum works as well!'

Marketing tips:

We used the CSE marketing resources and have
now have fantastic parent packs and crèche
bags

Top tips for other clubs:

Make sure you plan well and allow enough time,
ring OSN for advice....

Want your own website?

**Now you can, FREE through the
CSE marketing project.**

For more details contact the
Business Development Team at
OSN on 2494941

See the CSE website on:

www.cseonline.org.uk

The Childcare in the Social Economy Project—or CSE
for short—was set up to help clubs, community nurseries
and pre-schools get the best from their marketing.

The CSE project can

- Let you create your own FREE webpage
- Help you develop a marketing strategy
- Give practical marketing support
- Improve your image
- Attract more customers



New Safeguarding Children Procedures

As reported in the last issue of Network News, a new procedure for dealing with allegations against staff and volunteers was implemented to all Sheffield organisations that provide services to children.

In addition to this, Sheffield's response to the Governments 'Every Child Matters' Programme and the 2004 Children Act, has been to develop children's services through *Integrated Practice* which has, at its heart, a concept of multi-agency working.

To help clubs respond to these developments

by reviewing their existing policies and practice, we have just completed a fully revised package of *Safeguarding Children* policies and procedures templates – these include *Child Protection Procedures*, *Allegations against staff or volunteers* and an *Integrated Practice Policy*.

These will be available to view on the OSN website or contact the Business Development Team on 2494941, if you'd like to receive a hard copy.

Lisa Bellamy

Business Development Officer

Business Development Team update database!

Do you receive mail shots sent out by OSN?

Do you receive every termly edition of Network News?

Our business development officers often hear that a club or manager or a member of the management committee has not seen the latest edition of Network News. This could be because we have not got the correct *postal address* for your club.

Some clubs prefer their mail to be delivered to an office address rather than where the club is based. If your club is on school premises, mail can often be delayed during school holidays

To help us send out information to the correct address we have improved our club database, so that we can send mail to an address that is different to the club's, if that is what you would prefer. We can only use one address for mailing so you need to ask yourselves some simple questions :

Are we happy that mail is sent to the club premises?

Is there another address that could be used?

Can we be sure that mail will be passed on to others that need to know?

Do we want to change our postal address for OSN Information?

If you want to update your contact information and/or any members of the management committee or staff have left or joined the club please let us know and we can update the information we hold at OSN. Any information we hold is kept in accordance with the Data Protection Act 2001.

Network News is also available on our website www.osn.org.uk

A quick and easy way to receive information from us is via email. We have no restrictions on the number of email addresses we can have for each setting. So we can send emails out to your club to reach every member of the management committee or staff.

If we do not already have your email address please contact the Business Development Team or why not send us an email to:

info@osn.org.uk



Companies Act 2006 and Charities Act 2006

These two Acts came into force during 2006 and will come into effect in stages, the Companies Act from 2007–2009 and the Charities Act from 2007–2008.

At a seminar recently held jointly by Voluntary Action Sheffield and Watson Esam Solicitors, information was given about the effect these will have on charities and voluntary organisations. Voluntary management committees manage many out of school clubs in Sheffield, some as a registered charity and some as a charitable company limited by guarantee, so this information was particularly relevant for OSN and its members.

Key points of both Acts include

Companies Act 2006

- From January 2007 companies must include on all electronic communications e.g. emails, websites, the full company name, place of registration, company registration number and registered office address
- There are new rules for companies regarding signatures on documents, AGMs, annual accounting and reporting obligations but this will have little effect on charitable companies due to the rules governing registered charities
- Proposed new 'model' memorandum and articles of association will **not** be suitable for companies limited by guarantee

Charities Act 2006

- Charity Commission now has powers to protect trustees from liability where they have acted honestly and reasonably and Charity Commission permission is no longer required for trustees to buy indemnity insurance using charity funds
- Charity Commission permission to amend

constitutions and memorandum & articles is only required to change objects, use of property on dissolution or alter benefits to trustees, members or connected persons

- From 2008 a 'charity' will be redefined as an organisation **providing public benefit** and charities will have to include details about how they do this in their Trustees Annual Report.
- The list of charitable purposes has been expanded and reflects a more modern understanding of what is charitable.
- The new **Charitable Incorporated Organisation (CIO)** is due to come into force from 2008. This is a new legal structure that will provide limited liability, is registered with and accountable only to the Charity Commission.

These points are just a brief extract of what was covered. If you would like to know more please contact the Business Development Team at OSN or more information can be found on the following websites;

www.sandy-a.co.uk/managing.htm#companiesact
www.charity-commission.gov.uk

There is a new easy to read publication by the Cabinet Office and Charity Commission 'Charities Act 2006 – What trustees need to know' available through the Charities Act 2006 link on the Charity Commission website or at; www.cabinetoffice.gov.uk/thirdsector following the links to Charity Law & Regulation; Charities Act 2006

Yanina Koszalinski
Business Development Officer



Two brand new City & Guilds qualifications in playwork!

Starting in September 2007, OSN will be running a Diploma in Playwork at both Levels 2 and 3. These will be ideal for people working in a playwork setting but who may not be working in a supervisory role.

The course content remains the same as NVQs, but assessment is via **assignments** only—this is different from the existing Playwork NVQs which are assessed practically.

Transition Award

There are still a few places left on the Transition Level 3 Award for the September start.

This award is ideal for playworkers who already hold a Level 3 qualification in early years and childcare, but who wish to extend their knowledge and skills in playwork. You also need at least two year's experience in a childcare setting and will need to do a playwork placement.

You can take up to one year to complete the award although it can be done quicker.

Interested? then contact Sandra Jessop or Lynda Ray at OSN

Places are still available for a September start on the.....

- NVQ Level 2 in Playwork
- NVQ Level 3 in Playwork
- NVQ Level 4 in Playwork
- A1 Assessor training

Contact the Training Team for more details on 2494941

National Minimum Wage on the up again

The National Minimum Wage will increase again on 1st October 2007.

- The rate for 16 and 17 year olds will increase to £3.40 per hour
- The rate for 18 to 21 year olds will increase to £4.60 per hour
- The rate for workers aged 22 years and over will increase to £5.52 per hour

All employers are urged to prepare for this increase.



Lynda loves change!

Fulfill your appetite for learning with our September 2007 training programme! Whilst we will still be offering NVQs at Levels 2, 3 and 4, other options are available at Levels 2 and 3 via our new Diploma route. For years we have been unable to allow learners to begin a Level 3 award unless they were employed in a position of full responsibility at the setting.

However, the new Diploma Level 3 is assessed by assignment and a learner only needs a practice placement.

Likewise, a Level 2 Diploma route is also available for learners who prefer to write assignments!

This course can also be delivered on a *certificate* route with a certificate being awarded for specific 'chunks' of learning. These certificates can then be built up over a period of time, to complete parts of the diploma or to achieve the full diploma at both Levels 2 and 3.

But the most exciting thing about these new routes is that post qualified playworkers can use the certificate route for continuous professional development or even as 'gap training' to bring their previous qualifications up to date.

Ofsted would be very impressed to find co-ordinators forward thinking and reflecting on their staff training needs. It really is the way to go!

So come on, contact me right now for a chat to further your career.

Stop Press

Ofsted will be making significant changes next year when the Ofsted Childcare Register comes into force and the Early Years Foundation Stage is introduced.

This inevitably means changes to the way clubs and childcare settings are inspected.

In the Autumn, OSN in conjunction with the local authority (EYECS) are planning briefing sessions to inform all clubs about the changes.

Watch out for further information from mailings or on the OSN website

www.osn.org.uk





Great places to visit over the Summer.....

Give them an 'art experience' at

Yorkshire Sculpture Park - Junction 38 of the M1, acres of well kept parkland, sculptures, ample parking, café

www.ysp.co.uk

Graves Art Gallery
Millenium Galleries

www.sheffieldgalleries.org.uk

Or an 'historical experience' at

National Railway Museum in York

www.nrm.org.uk

Royal Armouries Museum

www.royalarmouries.org.uk

....both visitable in a day

Or an 'animal experience' at

Heeley City Farm or Whirlow Hall Farm

Mayfield Alpaca Farm -
on Fulwood Road

Free entry and parking,
fields of alpacas,
chance to feed and
stroke the animals

www.mayfieldalpacas.com



And if all else fails.....

The Peak District

Visit www.peakdistrict.gov.uk to find
out some easy walks

England goes Smoke Free

From 1 July 2007, smoking is banned from almost all enclosed places that are used by the public.

Businesses must remember to:

- Display 'No Smoking' signs
- Remove any existing indoor 'Smoking Rooms'
- Ensure no-one smokes in smoke free premises
- Take reasonable steps to ensure everyone knows it is a smoke free place of work

Good Practice would also be to:

- Support staff to stop smoking
- Remove ashtrays etc from the smoke free areas
- Develop and implement a smoke free policy, consulting with staff.



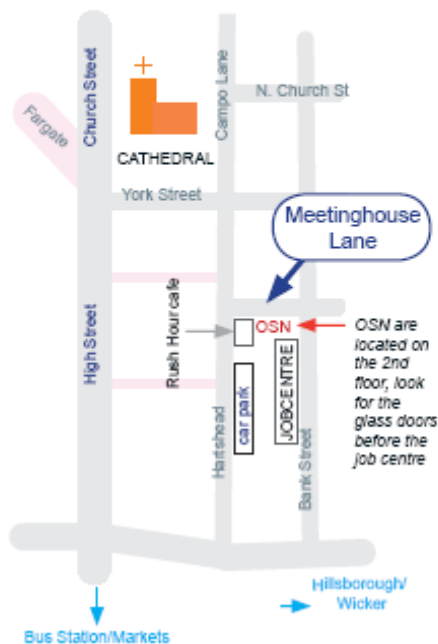
You can get FREE 'No
Smoking' signs from

www.smokefreeengland.co.uk



Map

Address: 6-8 Meetinghouse Lane
Sheffield S1 2DP



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Children's Information Service	www.sheffieldchildrenfirst.org.uk	0114 275 6699
Creating More Balance	www.cmb.org.uk	0114 249 4923
Voluntary Action Sheffield (VAS)	www.vas.org.uk	0114 249 3360
Special Needs Inclusion Project		0114 273 4017
Activity Sheffield (casual staff cover)	www.sheffield.gov.uk	0114 273 5314
South Yorkshire Funding Advice Bureau (SYFAB)	www.syfab.org.uk	0114 249 4343
Awards For All	www.awardsforall.org.uk	0113 224 5345
Big Lottery	www.biglotteryfund.org.uk	0845 410 2030
Sheffield City Council Small Grants	www.sheffield.gov.uk	0114 273 4113
South Yorkshire Community	www.sycf.org.uk	0114 242 4294
OFSTED Helpline	www.ofsted.gov.uk	0845 6 404040
OFSTED Complaints Helpline		0845 6 404040
Working Tax Credit Helpline	www.hmrc.gov.uk	0845 300 3900
ACAS Helpline	www.acas.org.uk	0845 747 4747
Charity Commission	www.charity-commission.gov.uk	0845 300 0218
Companies House Contact Centre	www.companieshouse.gov.uk	0870 333 3636
Inland Revenue (new employers)	www.hmrc.gov.uk	0845 607 0143
Children's Hospital	www.sheffieldchildrens.nhs.uk	0114 271 7000
Royal Hallamshire Hospital	www.sth.nhs.uk	0114 271 1900
Northern General Hospital	www.sth.nhs.uk	0114 243 4343
Jessop Wing	www.sth.nhs.uk	0114 271 1900
Charles Clifford Dental Hospital	www.sth.nhs.uk	0114 271 7800
ChildLine	www.childline.org.uk	0800 1111
NSPCC	www.nspcc.org.uk	0808 800 5000
Social Services & Child Protection	www.sheffield.gov.uk	0114 273 4855
Safety Net	www.sheffieldsafetynet.gov.uk	0114 273 5029

