

# Early Years & Childcare Business Newsletter

24 May 2021  
Issue No. 6

Welcome and thank you for taking the time to read our latest Business Newsletter, we hope you find it useful to support you with the ongoing sustainability of your business. If you have anything that you would like to see included in future editions do let us know and please contact us for any further support or advice.

**Email:** [earlyyears@warwickshire.gov.uk](mailto:earlyyears@warwickshire.gov.uk)

**Websites:** [Early years and childcare settings during COVID-19](#)  
[Early Years & Childcare Providers](#)

## WCC Early Years & Childcare NEW Webpages!!

The Early Years Team have been working on creating webpages specifically for our childcare providers to be able to access everything they need at a time that suits them. You will find information and guidance on Early Education Funding and Business Support for providers who want to set up a childcare business and remain sustainable. Head on over to see what's available, new content will be added over the next few weeks — [Early Years & Childcare Providers webpages](#)

## Autumn Term Early Years & Childcare Business Health Check Survey findings

Attached to this email are the findings from the Autumn Term Business Health Check for your information. Thank you for all for your support with this.

## Summer Term Early Years & Childcare Business Health Check Survey

The Early Years Team will be running a Summer Term Business Health Check survey to look at sufficiency and long term sustainability of settings as restrictions start to ease after what we hope is the final lockdown. We would appreciate it if all providers could complete the online survey to enable us to monitor the early years and childcare position in Warwickshire. Please keep an eye out for the survey details that will be coming to you after the May half term.

## DfE—Changes to NCFE CACHE EYE & EYP qualification certificates

Providers will need to check staff members NCFE qualifications. If their qualification is a 'knowledge only pathway', then the member of staff cannot be counted in the staffing ratios. Please click [here](#) for more information.

## Staffing Recruitment and Retention

We are working in partnership with WCC Economy & Skills team to put together some exciting workshops and round table events to support the sector with staffing, including apprenticeships, professional development of existing staff and support with attracting new staff. Watch this space for more news as plans are confirmed.

# Business & Financial Support News

## Fundraising and finding funds

There continue to be funding grants available. Many funding streams will only be available for registered charities or community run groups. Settings will need to check the eligibility criteria for any grants prior to submitting an application. Here are some useful websites to check for new funding grants:

- Warwickshire CAVA—<https://www.wcava.org.uk/>
- Heart of England Community Foundation—<https://www.heartofenglandcf.co.uk/>
- Warwickshire County Council Grants and Local funding—<https://www.warwickshire.gov.uk/grants>
- The National Lottery—<https://www.lotterygoodcauses.org.uk/funding>

## Marketing Early Education Funding to parents

Could we please ask that settings market the funding entitlements with their customers and also via their social media and websites to help more parents find the information they need. Please see our new Early Years Education in Warwickshire video —<https://youtu.be/DN9h4kpKHOg> which we hope will help to make parents more aware of the funding entitlements and how to access them. Feel free to share the video via your social media channels or website. Parents can also be directed to our funding webpages—[www.warwickshire.gov.uk/childcarecosts](http://www.warwickshire.gov.uk/childcarecosts) for more information on criteria and the funding streams available.

## Clear and transparent fees

As part of the WCC Provider Agreement and the Guidance & Requirements of Early Education Funding for 2, 3 & 4 year olds providers are expected to have clear and transparent fees available for parents showing the funded hours at £0 charge and any additional charges for extra hours or services. To support with this please find attached to this email a 30 hour fee guidance flow chart for your information.

## Warwickshire Means Business

Warwickshire County Council produces a monthly Warwickshire Means Business newsletter with all the latest updates for Warwickshire businesses including information on funding grants, events and different business focuses each month. Please click [here](#) to read April's edition and subscribe to future newsletters.

**Coronavirus Financial Support for businesses**—Financial support schemes are administered by the local District and Borough councils. Please note application deadlines are always changing so please keep checking. For further information on the schemes including eligibility criteria, please click on the links below:

- [North Warwickshire Borough Council](#)
- [Nuneaton & Bedworth Borough Council](#)
- [Rugby Borough Council](#)
- [Warwick District Council](#)
- [Stratford on Avon Borough Council](#)

## Hempsall's Business Map Tools

Hempsall's were commissioned by the DfE to support childcare providers to remain sustainable during and following the COVID-19 pandemic. There are many resources available to providers, including webinars and action plans via the [Foundation Years website](#).

# COVID-19 Government Business Support Latest Updates

The Government has a webpage specifically for [Coronavirus \(COVID-19\): financial support for education, early years and children's social care](#) where you can find all of the latest information and guidance to support your business. Also available is the coronavirus support finder — <https://www.gov.uk/business-coronavirus-support-finder>

**[Find examples to help you calculate your employees' wages](#)**—Updated 8 April 2021—Examples updated to include employee reference dates.

**[Calculate how much you can claim using the Coronavirus Job Retention Scheme](#)**—Updated 8 April 2021—Maximum wage tables and claim dates have been updated. Updated 20 May 2021—Claims for furlough days in May 2021 must be made by 14 June 2021.

**[Check which employees you can put on furlough to use the Coronavirus Job Retention Scheme](#)**—Updated 8 April 2021—Section on employee transfers under TUPE and on a change in ownership has been updated. Updated 22 April 2021—Updated guidance for other types of employees you can claim for and if your employee is clinically vulnerable. Updated 20 May 2021—Claims for furlough days in May 2021 must be made by 14 June 2021.

**[Check if your employer can use the Coronavirus Job Retention Scheme](#)**—Updated 22 April 2021—Other types of eligible employees have been added to the 'Check if you're eligible' section. Updated guidance for when you're self-isolating or on sick leave. Updated 20 May 2021—Claims for furlough days in May 2021 must be made by 14 June 2021.

**[Steps to take before calculating your claim using the Coronavirus Job Retention Scheme](#)**—Updated 8 April 2021—Section about employee reference dates added and changes made throughout the page to include employee reference dates. Updated 20 May 2021—Claims for furlough days in May 2021 must be made by 14 June 2021.

**[Download a template if you're claiming for 100 or more employees through the Coronavirus Job Retention Scheme](#)**—Updated 19 April 2021—The 'Check Your Data' tab for the Template XML and Template XLS attachments have been updated.

**[Penalties for not telling HMRC about Coronavirus Job Retention Scheme grant overpayments](#)**—Updated 8 April 2021—Coronavirus Job Retention Scheme—receiving grants you were not entitled to (CC/FS48) has been updated.

**[Claim a grant through the Self-Employment Income Support Scheme](#)**—Updated 9 April 2021—This guidance has been updated with information about the fourth SEISS grant. Updated 21 April 2021—The online service for the fourth grant is now available.

**[Tell HMRC and pay the Self-Employment Income Support Scheme grant back](#)**—Updated 21 April 2021—New guidance on 'If amending your return affects your grant amount or eligibility' added under 'How to tell us' section. Updated 18 May 2021—New information added explaining when and how to tell HMRC about a tax return amendment if it affects your eligibility or grant amount. Links to more information on penalties and how HMRC can recover overpaid grants have also been added.

# COVID-19 Government Business Support

## Latest Updates continued

# Business Advice & Support

**Coronavirus (COVID-19): what to do if you're self-employed and getting less work or no work** - Updated 12 April 2021—Updated with the latest rates effective from 12 April 2021.

**Penalties for not telling HMRC about coronavirus (COVID-19) support scheme overpayments—CC/FS11a**— Updated 18 May 2021—Penalties information in CC/FS11a has been updated for the Self-Employment Income Support Scheme.

**Pay VAT deferred due to coronavirus (COVID-19)** - Updated 14 April 2021— Information has been added on penalties or interest that may be charged if you do not pay in full or make an arrangement to pay and how you may still be able to avoid these charges.

**Local Restrictions Support Grants (LRSG), Restart Grant, Additional Restrictions Grant (ARG): guidance for local authorities**—Updated 19 April 2021—Additional Restrictions Grant (ARG): scheme definitions added for 'spend' and 'validated attempt'. Updated 4 May 2021—Payment deadlines have been extended for certain schemes.

**Test and Trace Support Payment Scheme privacy notice**—Updated 19 April 2021— Updated with correction: any payment made under the Test and Trace Payment Support Scheme is subject to tax, but not (as previously stated) National Insurance contributions.

**Test and Trace Support Payment scheme: claiming financial support**—Updated 12 May 2021—Updated attachment 'Claiming financial support under the Test and Trace Support Payment scheme' to make eligibility criteria clearer.

**Help and support if your business is affected by coronavirus (COVID-19)** - Updated 19 April 2021—A YouTube video about the Coronavirus (COVID-19) Job Retention Scheme and a webinar for Self-Employment Income Support Scheme (SEISS) - fourth grant have been added. Updated 29 April 2021—The YouTube video about the Coronavirus Statutory Sick Pay Rebate Scheme has been updated. Updated 10 May 2021—A catch up webinar for the Self-Employment Income Support Scheme—fourth grant has been added. Updated 19 May 2021—The recorded webinars for Self-Employment Income Support Scheme—fourth grant and Statutory Sick Pay (SSP) Rebate Scheme have been updated. A YouTube video for the Self-Employment Income Support Scheme—fourth grant has been added. Updated 20 May 2021—The YouTube video about the Self-Employment Income Support Scheme (SEISS) - fourth grant has been updated.

**Coronavirus guidance for Companies House customers**—Updated 22 April 2021— You can use a same day service to electronically file a change of company name, or incorporate a company (software filing only). You must apply before 11 am. If you apply after 11am, your application will not be processed until the next working day. We have suspended all other same day services until further notice.

**Apply for a Kickstart Scheme grant**—Updated 7 May 2021—Added that DWP may ask employers for their records to show how funding has been spent. Included information on how the funding is calculated for each young person. Also added that employers will receive an email telling them how to inform DWP about start dates or if someone leaves the job early.

**National Skills Fund**—Updated 10 May 2021—Added information about a temporary extension to the length of time people can undertake training to develop work-related skills and qualifications while still receiving Universal Credit.

# Useful Business Support Websites & Contacts

## Starting up a childcare business

Information and tips on setting up and running your own business

<https://www.gov.uk/browse/business>

## Charity Commission

Useful information on setting up and running a charity

<https://www.gov.uk/government/organisations/charity-commission>

## Companies House

Information on starting up and running a company

<https://www.gov.uk/government/organisations/companies-house>

## Staff Employment – ACAS

Advice and information on staff employment matters

<https://www.acas.org.uk/>

## PACEY - Business Smart

<https://www.pacey.org.uk/working-in-childcare/business-smart/about-business-smart/>

## Find useful briefings, DfE guidance and slides from events and training

<https://app-t1pr-seycp.azurewebsites.net/resources.htm>

## Government help with childcare costs for parents

<https://www.childcarechoices.gov.uk/>

## Group setting cost calculator co-produced with Merton and PACEY through DSF funding

<https://www.pacey.org.uk/working-in-childcare/nurseries/group-setting-cost-calculator/>

<https://www.pacey.org.uk/working-in-childcare/nurseries/group-setting-occupancy-tool/>

## Warwickshire County Council Warwickshire Insights

Warwickshire Insights provides statistical information about local areas in Warwickshire

<https://data.warwickshire.gov.uk/>

## Out of School Alliance

Information and support to individuals and organisations setting up and running out of school clubs, holiday clubs and playschemes.

<https://www.outofschoolalliance.co.uk/>

## The Pensions Regulator

Information and guidance on staff pensions and the responsibility of the employer

<https://www.thepensionsregulator.gov.uk/>

## Coram Family and Childcare's resources are designed to help professionals working in childcare and early years

<https://www.familyandchildcaretrust.org/resources-professionals>

## NDNA – Business Zone NDNA Business Zone

[http://www.ndna.org.uk/NDNA/News/Early\\_Years\\_Business\\_Zone.aspx](http://www.ndna.org.uk/NDNA/News/Early_Years_Business_Zone.aspx)

## Early Years Alliance – Business and Management

<https://www.eyalliance.org.uk/business-and-management>

<https://www.eyalliance.org.uk/cost-delivery-calculator>

## Foundation Years – Business Planning

<https://foundationyears.org.uk/2019/08/business-planning/>

## Warwickshire County Council Family Information Service

Free advertising for your childcare business on the childcare directory.

<https://www.warwickshire.gov.uk/fis>

## Support and advice for your early years business

<https://www.earlyyearsbusinesszone.org.uk/>

## Early years business sustainability

Advice, examples and resources to help early years providers run a sustainable business

<https://www.gov.uk/government/collections/early-years-business-sustainability>

## Warwickshire County Council Childcare Sufficiency Assessment

<https://www.warwickshire.gov.uk/childcaretypes>

## Warwickshire County Council Support for businesses & suppliers

<https://www.warwickshire.gov.uk/coronavirusbusinesssupport>