

CHILDCARE

POLICY STATEMENT

Childcare responsibilities should not be a barrier to studying or working at Canterbury College for those individuals who wish to do so.

It is the policy of Canterbury College that:

- 1 The curriculum will when possible be delivered at times, in ways and in locations to ensure that students responsible for children can participate
- 2 The College will facilitate access to quality childcare by students and staff in a range of ways including direct provision, collaborative agreements and liaison with other agencies, the organisation of networks and by the provision of up to date information
- 3 Financial support for students' childcare will be allocated fairly and in line with national and local funding policies
- 4 Students' needs for childcare will be assessed by enrolment
- 5 Students will be offered advice and guidance on childcare issues and provision
- 6 Opportunities for those with childcare responsibilities will be publicised in College promotional literature
- 7 The organisation of College events will take into account possible childcare needs of participants
- 8 The College will participate fully in Government childcare initiatives
- 9 College performance in relation to childcare will be monitored in conjunction with the College performance review system
- 10 The College Childcare policy will be co-ordinated by the Manager of Students Services, who reports to the Director of Planning and Development, with an advisory role taken by the Programme Manager for Early Childhood Education reporting to the Director of General Education and Community Services
- 11 The Childcare Policy will be consistent and complementary to all other College policies and in particular to the Equal Opportunities, Race Equality, Disability and Health & Safety policies

The policy will be implemented in the following way:

1 The curriculum will when possible be delivered at times, in ways and in locations to ensure that students responsible for children can participate

- 1.1 All programme areas will review their provision to identify how curriculum delivery can be adapted to make it available for those with childcare responsibilities.
- 1.2 Managers and tutors will have particular regard to the needs of students with childcare responsibilities when making changes to previously published timetables.
- 1.3 The College Flexible Learning Policy will be revised to include reference to the needs of childcares.
- 1.4 In partnership with other agencies such as community groups, outreach provision will be set up to meet the needs of childcares.

2 The College will facilitate access to quality childcare by students and staff in a range of ways including direct provision, collaborative agreements and liaison with other agencies, the organisation of networks and by the provision of up to date information

- 2.1 The College will endeavour to operate a registered childcare facility (the Children's Centre) for the children of students, staff and community users.
- 2.2 The College Children's Centre will give priority to the children of students and staff.
- 2.3 As well as conforming to legislative requirements, the Children's Centre will implement College procedures to ensure high quality provision, and will operate efficiently and cost effectively.
- 2.4 The College will liaise with Kent County Council, Ousted and other bodies responsible for Inspection to ensure the most appropriate provision for children of students and staff.
- 2.5 The College will set up and support a network of childminders with places prioritised for the children of students and staff.
- 2.6 The College Welfare Resources Officer will maintain up to date details about registered childminders, nurseries and playgroups for students and staff's information.

3 Financial support for students' childcare will be allocated fairly and in line with national and local funding policies

- 3.1 Students who receive Learner Support Fund childcare assistance will be accurately identified on the Learner Record.
- 3.2 Resources will be dedicated to student childcare support, held and allocated through the College Hardship Fund (comprising Access funds plus College allocation).
- 3.3 Students with childcare responsibilities who meet the specified criteria will be entitled to support for childcare.

4 Students' needs for childcare will be assessed by enrolment

- 4.1 Tutors and admissions staff will check students' childcare status during the interview and admission procedure.
- 4.2 A question relating to childcare responsibilities will be included in College admission forms.

5 Students will be offered advice and guidance on childcare issues and provision

- 5.1 Student Welfare staff and Tele-advisers will attend staff development to ensure that they are knowledgeable about childcare issues.
- 5.2 A leaflet containing relevant information to be produced and kept updated by the Student Services Manager.
- 5.3 Information about childcare will be included in the Staff Handbook to ensure tutors can advise and refer students appropriately.

6 Opportunities for those with childcare responsibilities will be publicised in College promotional literature

- 6.1 College prospectus, Student Diary and major advertisements will include reference to help with childcare.

7 The organisation of College events will take into account possible childcare needs of participants

- 7.1 In the organisation of College events such as open days, performances, celebration of achievement, the target group will be assessed to see if childcare provision should be offered.

8 The College will participate fully in Government childcare initiatives

- 8.1 Directors will monitor publications to ensure staff are informed of and participate in relevant initiatives and events.
- 8.2 The Programme Manager for Early Childhood Education will participate in local associations/forums concerned with childcare.

9 College performance in relation to childcare will be monitored in conjunction with the College performance review system

- 9.1 Reference to childcare provision will be included in evaluation of student support undertaken through the College review process.

10 The College Childcare policy will be co-ordinated by the Manager of Students Services, who reports to the Director of Planning and Development, with an advisory role taken by the Programme Manager for Early Childhood Education reporting to the Director of General Education and Community Services

- 11 The Childcare Policy will be consistent and complementary to all other College policies and in particular to the Equal Opportunities, Race Equality, Disability and Health & Safety policies