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ANNUAL REPORT 2018-2019



## Foreword

I am delighted to deliver this year's Annual Report as CEO of NICMA.

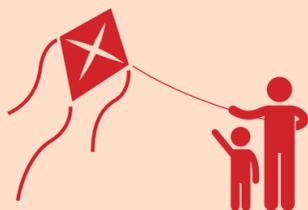
Over the past year I have had many opportunities to meet NICMA members and to see first hand the professional services they provide to children in their care. From finger painting to outdoor play, teaching children life skills and resilience.

As a membership organisation it is important that the voice of the childminder is heard and during the year I had a number of meetings with the Department of Education and Health about the issues raised by childminders from the minimum standards to inspections.

I have continued to create new partnerships while still working with the partners we already have such as PlayBoard and Early Years Organisation, while engaging with Childminding Ireland to look at a joint project particularly in the border areas.

The organisation still continues to grow and change to meet the needs of childminders, through training and support. I therefore want to thank all the staff, the Board of Trustees and the Childminding Advisory Council for their dedicated support throughout this year. I look forward to the challenges that the next year will bring for myself and the staff of NICMA.

Patricia Lewsley-Mooney CBE  
Chief Executive Officer



## Childminding Development Officers



NICMA team of five Childminding Development Officers provide support and advice to prospective and registered childminders in all areas of Northern Ireland. They are home-based and work within the Health Trust areas ensuring there is a local presence, able to address local issues relating to the community. Childminding information and advice is also given to parents and the general public. Prospective childminders are assisted through Pre-registration Briefing Sessions in partnership with the Trust Early Years Teams and the Development Team facilitates the mandatory training Health and Safety and Safeguarding Children Core Training for those going through the registration process.

A Childminding Development Officers main objective is to represent the childminding community by promoting, improving, and enhancing the quality of childminding provision and raising the profile of the sector as a viable childcare option for families.

They also work in partnership with relevant statutory agencies, community and voluntary groups to promote the benefits of registered home based childcare, identify areas of need and opportunity for training and development. NICMA information and promotional stands were held throughout the year in shopping centres, libraries, and parent and toddler groups. Staff in Jobs and Benefits offices, SureStarts and Health Visitor Teams have also been provided with NICMA information and publications.

The team continues to support registered childminders and NICMA members, dealing with queries by phone, text, email and face to face at a range of Buddy Groups and Childminding Support Groups across the province. Each year a number of events are held during 'Childminding Week' which all assist the promotion and publicising of registered childminding across the province while providing fun and enjoyment for registered childminders and their minded children.

- ✓ Training
- ✓ Quality Childminding Development support services
- ✓ Childminding Networks



## Training and Quality



### Minimum Standards in Childminding and Day Care Core Training

NICMA has had yet another successful year in delivering the three core elements – Safeguarding Children, Health & Safety in the Childminding Setting and Introductory Paediatric First Aid to prospective childminders. We were delighted to obtain further funding from the Health and Social Care Board (HSCB) which enabled us to deliver 36 courses to xx prospective childminders.

We are also still meeting the needs of the childminding sector by delivering refresher training across Northern Ireland. Over the last year we have delivered 29 Health and Safety in the Childminding Setting courses to xx childminders as well as 30 Safeguarding Children courses to xx childminders. This training was delivered to both NICMA members and non-members.

Some comments from childminders who attended the training include:

"I feel I now have the knowledge needed to begin registered childminding and setting up my childminding business."

"Everything in the training was explained very clearly."

"Very interesting, trainer friendly and professional."

"I really enjoyed the course and trainer was very engaging."



### Quality Assurance Programme

The programme is based on the Childminding and Day Care for Children under 12 years – Minimum Standards (DHSSPN1,2012). It is suitable for ALL Childminders regardless of whether or not they have any previous childcare qualifications.

This programme is delivered over a series of four sessions to 12 childminders in the Southern Trust area to help professionalise their childminding service and keep up to date with current childminding practice.

Some comments from childminders who participated in the programme include:

"Really enjoyable and informative."

"I have learnt a lot from the programme and feel more confident and will be applying this into my practice."

"Delivery of the programme was very professional and the trainer was very friendly, I enjoyed the course and feel a lot better about what I am doing."

## NICMA Staff Team

Patricia Lewsley-Mooney Chief Executive  
Karena McElean Deputy Chief Executive  
Valerie Earney PA to Chief Executive

### CHILD MINDING DEVELOPMENT TEAM

Liz Brown Childminding Development Officer, BCCP  
Fiona Clendinning Childminding Development Officer, NCCP  
Michelle Grant Childminding Development Officer, SCCP & Arke SureStart  
Maria Magee Childminding Development Officer, WCCP  
Clare McKay Childminding Development Officer, NCCP  
Lyn Bradley Secretary, Development Team

### TRAINING & QUALITY TEAM

Susan Anderson Training Manager  
Gail Trainor Trainer/Assessor Resigned October 2018  
Claire Vitti Training Co-ordinator

### CHILD MINDING NETWORKS

Joanna Legg Childminding Network Co-ordinator, Shantallow SureStart  
Tina McKeown Childminding Network Co-ordinator, G-old SureStart  
Katie Turkington Childminding Network Co-ordinator, Blossom SureStart Resigned May 2018

### FINANCE & ADMINISTRATIVE TEAM

Joan Hewitt Finance & Administration Manager Resigned August 2018  
Catherine Rogers Finance & IT Officer Resigned December 2018  
Emma Bayliss Finance Assistant  
Sonia Tomblin Membership Administrator

### BOARD OF TRUSTEES

Suzi Gray Chairperson  
Norma Shearer  
Dr Margaret Baumann  
Catherine Cooke  
Karen Hanna  
Drew Haire  
Marlene Kinghan



## Summary of Annual Accounts and Report 31 March 2019

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Statement of Financial Activities	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
<b>Incoming Resources</b>	£	£	£	£
Donations and legacies	xxx	xxx	xxx	xxx
Charitable activities	xxx	xxx	xxx	xxx
Investment Income	xxx	xxx	xxx	xxx
<b>Total Income</b>	<b>xxx</b>	<b>xxx</b>	<b>xxx</b>	<b>xxx</b>
<b>Expenditure</b>				
Expenditure on charitable activities	xxx	xxx	xxx	xxx
<b>Total Expenditure</b>	<b>xxx</b>	<b>xxx</b>	<b>xxx</b>	<b>xxx</b>
<b>Net Expenditure</b>	<b>xxx</b>	<b>xxx</b>	<b>xxx</b>	<b>xxx</b>
Transfer between reserves	xxx	xxx	xxx	xxx
Net Movement in funds	xxx	xxx	xxx	xxx
<b>Reconciliation of funds</b>				
Total funds brought forward	xxx	xxx	xxx	xxx
<b>Total funds carried forward</b>	<b>xxx</b>	<b>xxx</b>	<b>xxx</b>	<b>xxx</b>

## NICMA CONFERENCE 2018



Twelve members of the Dungannon Childminding Support Group attended NICMA's Conference on Saturday 29 September 2018. It was held in the Armagh City Hotel and the theme of the day was 'Big Cook, Little Cook' with cook and cookery writer Jenny Bristow as the Keynote Speaker.

Jenny demonstrated and cooked a number of dishes, both sweet and savoury from her recipe books, making everything look so easy. She was enjoyable to watch, had a great way with the audience and showed us how quick and simple it is to make healthy, yet very tasty nutritious food. She also suggested ways of encouraging children to be interested and involved in baking and cooking.

A range of workshops in the afternoon were all very enjoyable and informative. The 'Outdoor Play' session especially brought back memories from our own childhoods and we left with lots of new ideas to implement into our own childminding settings.



Overall the Conference was an excellent day out which we would highly recommend to all NICMA members and we look forward to attending many more.

**Grainne Scullion**  
Dungannon Childminding Support Group

## 'Big Cook, Little Cook.'



Jenny Bristow stressed to delegates the importance of introducing healthy eating to both their own and their minded children from a young age. As childminders interact with children on a daily basis, they need to be equipped with the right information enabling them to prepare nutritional food for all children in their care.

Understanding how to create a balanced diet is critical to a child's development and will support the goal of tackling obesity. Jenny showed delegates how to integrate healthy eating into their daily routine, using simple ingredients to make quick, nutritional meals and snacks that are filling tasty and cost effective.

### Hot Banana and Strawberry Muffletta

This is one of my favourite standby breakfast dishes. The combination of strawberries and bananas just works a treat. The combination of brown bread, banana, strawberries and nutmeg is delicious. Enjoy this sandwich at any time of the day. Another combination I love is toasted banana with grilled bacon.

Serves 1

#### Ingredients

50g/2ozs strawberries  
2 slices buttered brown bread  
1 tsp brown sugar  
½ tsp nutmeg  
2 bananas  
Juice of 1 lemon



#### Method

Butter the bread on both sides and sprinkle with brown sugar and nutmeg.

Slice the bananas, toss in the lemon juice and layer them on top of one of the pieces of bread with strawberries. Place the other slice on top and cook on a griddle pan, turning once, until the banana softens and the bread toasts.

Serve with a little yoghurt.

## Childminding information, Advice & Vacancy Service.



This is a key service for childminders, parents, employers and other stakeholders.

All our staff are trained to offer impartial advice based on what is good practice in terms of running a high quality childminding business.

We also offer access to:

- A database of detailed childminder vacancies to match parents or employers specific childcare needs;
- A telephone and web based Information and Advice service to answer all queries related to childminding services;
- A range of publications and resources to enhance childcare practice.



In the last year we saw an increase in the information and advice service which received over 10,000 telephone calls from childminders, prospective childminders, parents and other stakeholders.

NICMA's Facebook page is updated regularly with training course details, childcare practice information and latest news. In the last year we have seen an increase in NICMA's Facebook Followers to 3,960. The messenger facility is now used daily by childminders and parents for information, advice and childminder vacancies.



My Childminding Policies pack was developed in response to the Minimum Standards which requires that all aspects of childminding practice have written policies that have been discussed with parent's and implemented into the setting. The pack contains 29 policies which were developed primarily for NICMA members but are also available for purchase by non-members. They are reviewed and downloaded (by members) from the members area of NICMA's website free of charge.



## Supporting families through SureStart Childminding Networks

There are currently three Childminding Networks attached to SureStart programmes in Northern Ireland which are jointly managed by NICMA and by each of the respective SureStart programmes.

A Childminding Network is defined as:

*'...A formal group of registered Childminders who are recruited in a particular geographical area and assessed and monitored the quality standards by a Childminding Network Co-ordinator. The Network is a means of ensuring that Childminders provide high quality care and learning to children and families.'*

Childminding Network Co-ordinators continue to offer advice, support and mentoring to all prospective and currently registered childminders who resident within their areas.

### Blossom Surestart 24

We currently have twenty four registered childminders who regularly attend our groups. The Network holds monthly support group meetings for the members.

We have also provided training through NICMA to keep the childminders up-to-date in line with the Minimum Standards.

### Shantallow SureStart 25

Twenty five registered childminders are currently attached to the Shantallow SureStart Childminding Network. Training offered via the Childminding Support Group in 2018 – 2019 has consisted of The Parenting Puzzle, Arts & Crafts workshop, Messy Play workshop, Speech & Language workshop, Reduce Your Risk (Pink Ladies), Diversity & Inclusion workshop, Policies and Procedures Review, Special Needs awareness, Mental wellbeing workshop.

The SureStart Network members are able to attend a monthly Childminding Support Group and a weekly Drop – in Playgroup as well as receiving quarterly newsletters.

The Childminding Mentoring Service is also offered to new recruits and I hold information on childminding vacancies which are shared with local parents on request. Parents are also signposted to the NICMA website, Family NI and Early Years to conduct a wider search.

### Gold SureStart 19

The Gold Childminding Network consists of nineteen members. Weekly Drop – in centres are held for members working on a rotation basis in both Cookstown and Maghera along with a monthly Childminding Support Group.

During the period April 2018 – March 2019

## NICMA - Supporting Childminders throughout Northern Ireland



## Acknowledgements

Our work would not be possible without the generous support of a large number of organisations who have funded staff posts and supported childminding initiatives over the last year. We would like to extend our thanks to those organisations and to childminding members whose commitment and support is very much appreciated. In 2018/19 our stakeholders included:



- ✓ Arke SureStart
- ✓ Belfast Childcare Partnership
- ✓ Blossom SureStart
- ✓ Childminding members
- ✓ Department of Education
- ✓ Department of Health
- ✓ Early Years
- ✓ Emergency Care NI
- ✓ G-old SureStart
- ✓ Health & Social Care Board
- ✓ NICMA Board of Trustees

- ✓ NICMA Childminding Advisory Council
- ✓ NICMA Childminding Buddy/Support Groups
- ✓ Northern Childcare Partnership
- ✓ Northern Health & Social Care Trust
- ✓ Paul Berry Training
- ✓ Shantallow SureStart
- ✓ South Eastern Childcare Partnership
- ✓ South Eastern Health & Social Care Trust
- ✓ Southern Childcare Partnership
- ✓ Western Childcare Partnership
- ✓ Western Health & Social Care Trust