

Appendix A

Project Plan

| | <u>15 hours/</u> | <u>Flexibility</u> | |
|---|------------------|-----------------------------------|---|
| Action | Lead | Supported by | By when |
| Seek volunteers for Working party from EY Reference Group | Carmel Burton | | May 2008 |
| Seek volunteers for working party from the private nursery chains | Carmel Burton | | May 2008 |
| Seek volunteers for working party from schools | Carmel Burton | | May 2008 |
| Research progress made by other LA's | Denise Stewart | Denise Stewart Kim Poulton | August 2008 |
| Set up working party meeting to examine issues | Carmel Burton | Sandra Cooke | July 2008 |
| Work with finance to start to draft funding proposals | Denise Stewart | Finance Carmel Burton | August 2008 |
| Consultation with parents | Nicola Perrett | Denise Stewart Kim Poulton | Consultation with parents through outreach to start in August. Through settings in September 2008 |
| Consultation with providers <ul style="list-style-type: none"> • Pilot with working party members • General distribution | Chris Wilson | Karen Murray Denise Stewart | Aug 08 Sept 08 (return by October 08) |
| Hold consultation events <ul style="list-style-type: none"> • Schools • Sessional pre schools • Private full day care • Parents • Children's | Kim Poulton | Nicola Perrett Denise Stewart | Dec 2008 (Finish date) Events September - December |

| | | | |
|---|----------------|--------------------------------------|-------------------------------|
| Centres • Childminders | | | |
| Produce recommendation for Schools Forum | Nicola Perrett | Denise Stewart Kim Poulton | Feb 2009 |
| Publicise roll out to providers | Denise Stewart | Kim Poulton | April 2009 |
| Work with providers to support their delivery of flexibility (including use of peer support) • Schools • Sessional pre schools • Private full day care • Childminders | Kim Poulton | Nicola Perrett Denise Stewart | Ongoing but to start May 2008 |
| Monitor take up and sufficiency of provision | Nicola Perrett | Kim Poulton Denise Stewart | Ongoing from September 2009 |
| Review of effectiveness | Carmel Burton | All | March 2010 |
| Implementation of changes | Carmel Burton | All | September 2011 |