

Nottingham City Council, Early Years Schools Forum Sub-Group Minutes

Meeting Date: 16.09.2025	Time: 1.00 pm
Venue/Platform: Loxley House	
Chair: Kathryn Bouchlaghem (KB) – Early Years	
Minutes: Katherine Crossley (KC) – Early Years	
In Attendance: Kathryn Bouchlaghem (KB) – Early Years, Katherine Crossley (KC) – Early Years, Cheryl McLean (CM) – Early Years, Sam Caig (SamC) – Early Years, Alice Houldsworth (AH) – Once Upon A Time Nursery, Kelly Sumner (KS), St George’s Day Nursery, Steven Hallgarth McGhee (SH) – St Augustine’s School, Clare Thomas (CT) – Greenfields Community School, Ellie Fox (EF), Think for the Future Tots Nursery, Shona Caulton (SC), Bestwood Park Day Nursery and Out of School Club, Lindsey Bamford (LB) – Djanogly Strelley Academy, Becky Ward (BW) – Haydn Primary School and Chantelle McGuinness (CMG) – Djanogly Northgate Academy	
Apologies: Rebecca McGrory (RM) - Little People Pre-School and Nursery	
Non-attendance/apologies: None	

		Action
1.	Welcome and Apologies	
	KB welcomed everyone to the first meeting of the Early Years Schools Forum Sub-Group Meeting.	
2.	Introduction to the Sub-Group - Welcome Introduction from Members - Aims of Group - Terms of Reference - Representation of the Sector / Feedback	
	- All members introduced themselves to the group, with a short statement about their setting and background. - Minutes from these meetings will be circulated after the meeting, ratified at the next meeting and once agreed, will be shared on the Early Years Website for wider information. - KB ran through the aims of the group and the associated Terms of Reference for the group, which have been previously circulated. - There will be the need for 2 PVI Representatives from this group on the main Schools Forum. - KB or KC will always be present at these meetings for consistency and CM also, but from a strategic perspective, not to deal with individual settings queries. - Representation / Feedback to the Sectors represented - all Expressions of Interest to take part in the Sub-Group included a question about how members would feedback to their sector. - All members shared how they could feed back to sectors and this included: through EYFS Networks across the City's Trust schools, could host a Zoom meeting or a face-to-face meeting as a means	KC to circulate after meeting & upload to website after ratification at next meeting Members to feedback to their sectors as appropriate

	of offering feedback or drop-in session, webinars or recorded sessions to share feedback session, feedback at an NDNA Meetings, through Nottingham Schools Trust Networks, need to focus on what is meaningful for Nottingham & conversations will focus on this. • KB noted that the information for this group is not to be shared via social media channels. Meeting minutes will be shared on the Early Years website. • KB also noted that as a team we meet regularly with the DfE and Ofsted Early Years Directorate & will utilise these opportunities to feedback issues raised at these meetings. • Early Years to share a list of existing networks for PVI for information.	KC to send with minutes
3.	Overview of Schools Forum • Forthcoming Meetings / Timescales • Agendas for December and January Meetings • Financial Overview (DSG) • Representation at Schools Forum – 2 PVI Reps	
	• The meetings for the 2025-26 academic year are detailed in the Terms of Reference. • The main Schools Forum meets throughout the year and we will ensure that our agendas are reported back to these meetings. • For the October meeting we have submitted a direction of travel paper for information and the December/January meetings will be focused on the DSG settlements and the base rates for 2026/27. • KB also updated on the changes in membership of this group with changes in Senior Leadership within the Council, which highlights a further opportunity for us to use the main Schools Forum to keep everyone up to date. • SC raised the appropriateness for the meetings timings for childminders – KB noted that there is an evening online session available as a meeting and minutes will be accessible to all via the website. This will be kept under review during the first year of operation of the group. • Agenda for December and January Meetings of this group will be circulated in advance of the meetings and members can contribute to these, remembering that the group isn't about specific setting issues and is a primarily finance-led agenda. • Financial Overview (DSG) - DfE allocate Dedicated Schools Grant to LAs annually. The Early Years Block of this grant supports the base rate for the early years entitlements for the following financial year and 97% of this allocation is passported out to the sector. - There is planned to be representation from Finance colleagues at future meetings, as appropriate, to support with these discussions.	

	- As noted above, and in the Terms of Reference, there will ideally be 2 PVI representatives from this group to attend the main Schools Forum meetings. - KB to check at next Schools Forum regarding PVI representation on the main Schools Forum and to feedback to this group.	KB – Check in October SF Meeting
4.	Priorities for the Autumn Term Best Start in Life – New GLD Targets New EYFS Framework	
	- KB shared some of the key strategic areas of work currently affecting the sector. - Giving Children the Best Start in Life Strategy – LA allocated new GLD Targets for 2028 which represented a 9% increase on 2023/24 baseline data. LAs had the opportunity to request a revised target, which we have done, which reflects a still challenging, yet ambitious, target of a 7.3% increase and the DfE will let us have an outcome on this request by 14 October. - This group can be instrumental in developing the work around the action plan that sits with this target, and we will look to demonstrate that we are aspirational for our children, focusing on what needs to be in place to make this work with health and Family Hubs, before the children reach the GLD stage. - New EYFS Framework - Looking at implications for settings, especially around safeguarding. Discussed level of information received and appropriateness and how this needs to be mirrored at DSL networks between schools and PVIs. For example, schools have received more information on KCSIE. - We also discussed different safeguarding practices – in some schools staff have to sign to say information has been read and understood, gaging understanding in face to face sessions rather than online, some schools break down safeguarding support to little and often each week, so a quick thing to read, little and often, shared team board, posing quality and safeguarding questions to discuss at team meetings, etc. An example could be something like this - https://www.safeguard-me.co.uk/activity-plan-2025 - Also discussed September seeing the final stage of the expansion of the early years entitlements roll out, with working parents of children from the term after they turn 9 months, being able to access 30 hours funded childcare. - CM noted some expected teething problems with the portal, but these have been resolved. The end of the Autumn Term will be a key indicator on participation levels, and we will particularly be interested in provision for under 2's where we know our recent Childcare Sufficiency Assessment has highlighted that more provision is needed for this age group.	KB to share an overview of Best Start and our local action plan at next meeting KB to work with the EY Team on our safeguarding and DSL support Participation levels overview to be shared in Spring 2026

5.	AOB	
	• Discussed usefulness of having workforce development as a standing agenda item at these meetings. Our new Childcare Workforce Development Manager, Max Dahle, may also join these meetings if appropriate. • KC to draft a page on the Early Years Website and share with the group – representatives contact details for the sector (FAO of the school office for school colleagues), sharing minutes and how the sector can contact representatives for points to raise at future meetings. • KC will raise payments for member's attendance at this meeting, and these will be with your settings in due course • Next Meeting – Friday 21st November 2025 at 10am at Loxley House, the agenda will be shared beforehand and can be contributed to. • KB thanked everyone for coming	KC to add to future agendas KC to action KC to action KC to action

Meeting closed at 14:20