

## To Begin

### Welcome to Lancashire

<https://youtu.be/eDi2VZd42uQ>

### Induction with Childminder

A thorough induction will ensure you have a smooth start in to your new role.

- ☐ Childminder assistant induction checklist completed (available in your portfolio)
- ☐ Visit the [Early Years Professional Development Centre](#) or other events focusing on learning in the environment to be inspired

## Networking

### Keeping up to date

- ☐ Look out for the Weekly bulletin in your inbox – packed with all the latest updates
- ☐ Join our private Facebook group: [www.facebook.com/groups/lancsearlyyears/](http://www.facebook.com/groups/lancsearlyyears/)
- ☐ Subscribe to our YouTube Channel: [www.youtube.com/@LancsEarlyYears](http://www.youtube.com/@LancsEarlyYears)
- ☐ Explore our website: [www.lancashire.gov.uk/early-years-support-and-training/](http://www.lancashire.gov.uk/early-years-support-and-training/)

## Training and CPD

### Mandatory Training

- ☐ [Introduction to Safeguarding](#)
- ☐ [Paediatric First Aid](#) (if applicable)

Set a reminder to renew these training sessions timely and book [here](#)

### Supporting knowledge of child development

Continue building your knowledge on children's development. You can do this by accessing the following training, articles and information or any alternative to support your practice.

- ☐ Book onto our '[Working with under threes in a childminder setting](#)' (if applicable)
- ☐ Complete the Government Child Development modules: [Early years child development training : Home page](#)
- ☐ Purchase our [Building Blocks](#) training package
- ☐ Read articles in the *Spotlight* Magazine
- ☐ Resources, activities and support articles for childminders and practitioners working with children aged 0-5 years: [Help for early years providers : Get help for your setting](#)

## Supervisions and Appraisals

### Supervisions

Supervisions are an opportunity to discuss your day-to-day role, how you're performing and any challenges you might be facing. You can also reflect on your professional and personal growth through CPD, identify areas where you require further support and training and talk through the development of your key children, highlighting any concerns. These conversations happen frequently, are supported by peer observations and are logged so you can look back at your progress and plans.

### Appraisals

Appraisals should take place annually. They are an opportunity to look back over the year, celebrate and review performance and set new objectives and opportunities for growth that will be reviewed at future supervisions.

## Key Documents

Ensure you have downloaded the documents below:

- ☐ Statutory Framework for the Early Years Foundation Stage [Early years foundation stage \(EYFS\) statutory framework - GOV.UK](#)
- ☐ Development Matters [Development Matters - GOV.UK](#)
- ☐ Working with the revised EYFS Principles into Practice [Development Matters 2020](#)
- ☐ Birth to 5 Matters [Birth To 5 Matters – Guidance by the sector, for the sector](#)
- ☐ What to expect in the Early Years Foundation Stage: a guide for parents [What-to-expect-in-the-EYFS-complete-FINAL-16.09-compressed.pdf](#)
- ☐ Progress Check at age 2 [Progress check at age 2 - GOV.UK](#)
- ☐ Early Years Inspection Toolkit [Early years inspection: toolkit, operating guide and information - GOV.UK](#)

## Key Person

### Role of the Key Person

Your childminder may allocate a small group of children to you. You will be their 'special person'. Your responsibility as a Key Person is to ensure you check in with those children daily, build a strong, supportive relationship with them and their family, which enables the child to feel safe and supported. You may also be responsible for observing, assessing and planning for children's individual needs or supporting your childminder through sharing the knowledge you have of the children. You may also talk to parents about how their child is developing. Liaise with your Childminder if you have any concerns about your key children's development.

- ☐ [Attachment and the role of the key person – Birth To 5 Matters](#)
- ☐ [Help for early years providers : Relationships](#)