2002/03 Childcare and Early Years Workforce survey

Out of School Clubs

May 2004

SureStart

Evidence & research

Contents

List of Tables

TABLES

Executive Summary

INTRODUCTION

1.   The Department for Education and Skills (DfES) commissioned MORI to undertake a series of surveys to detail the childcare and early years workforce.

2.   Separate surveys were conducted for eight different types of childcare and early years settings.

3.   This report outlines the findings for out of schools clubs.

4.   Findings from 2003 have been compared with those from 2001. However caution should be taken when comparing grossed figures because different sources of data were used to inform the weighting and grossing of data each year.

CHARACTERISTICS OF PROVISION

5.   The total number of out of school clubs was 4,500, a slight decrease from the number in 2001 (4,900).

6.   The distribution of settings reflects the national profile of households with children. A quarter of clubs were based in the top 20% most deprived wards.

7.   Almost two in five clubs were owned by the manager or by a chain, and a further two in five were run by a voluntary or community group.

8.   Three in five out of school clubs had been operating for over five years, indicating a certain amount of stability in the sector.

9.   Business performance remained very similar to 2001, with one in three clubs making a profit, and one in five operating at a loss.

PLACES AND CHILDREN

10. The total number of childcare places for 0-7 year olds in out of school clubs was 165,100 and 271,900 children (including those aged 8+ years) were enrolled[1]. There was a decrease of 52,300 children enrolled since 2001. The average number of enrolments per setting was 60, down from 66 in 2001.

---

[1]   It should be noted that some places are part time places – i.e. one place could be used by more than one child. For example, one place could be used in the morning by one child and in the afternoon by another.

11. The average number of childcare places for 0-7 year olds was 36.9, the same as the average number enrolled.

CHARACTERISTICS OF STAFF

12. The total number of paid and unpaid staff working in out of school clubs in England was 29,500. This indicates a drop of 2,700 since 2001, mostly due to a drop in the number of paid staff from 28,100 in 2001 to 25,500 in 2003.

13. A quarter of paid staff in out of school clubs were aged under 25 (27%), a third were between 25 and 39 (36%), and another third were 40 or older (34%).

14. Men represented just nine per cent of the workforce, approximately 2,300 individuals. Nine percent were from an ethnic minority group and two percent had a disability.

15. Most of the paid workforce was part time, with 77% working under 30 hours per week. Just one in five work full time – 30 hours or more per week (21%).

16. One in ten settings had used agency staff in the last 12 months.

17. The average salary for out of schools club staff paid annually was £5,000, and for those paid hourly it was £5.90 per hour. The estimated annual pay for those paid hourly is £4,400. The average annual salary for senior managers was £8,600 per annum.

TRAINING

18. Three quarters of senior managers felt that the amount of training received by their staff in the last year was about right, but around two in five thought they had received too little.

19. There had been a marked increase in the proportion of out of school clubs with a training plan (rising from 47% to 62%). As was the case in 2001, just under half had a training budget (44%).

20. Average spend on training in the past year among those with a training budget was around £860, an average of £154 per paid member of staff.

QUALIFICATIONS OF STAFF

21. Around three in five childcare staff had some kind of qualification relevant to working with children or young people (58%). Most were qualified at Level 2 or above (54%), and over a third (37%) had at least a Level 3 qualification.

22. Around two thirds of senior managers were qualified to Level 3 or above – showing an increase of around 9% from 2001.

23. Around one in three paid childcare staff were currently working towards a new qualification, the majority were not.

24. Fifteen per cent of senior managers were NVQ assessors.

RECRUITMENT AND RETENTION

25. In total, around 8,200 paid childcare staff were recruited in the last 12 months. This gave an overall recruitment rate[2] of 36%.

26. Adverts in the local press (64%) and word of mouth (59%) were the most common methods of recruiting new staff.

27. Two in five (45%) out of school clubs had had a great deal or a fair amount of difficulty in recruiting staff in the last 12 months.

28. The average length of service amongst all paid staff at their current setting was three years and two months, rising to five years and three months for senior managers.

29. As in 2001, just over half of settings (54%) had lost at least one paid member of staff in the previous 12 months, with a total of 5,200 staff leaving across all settings.

30. Of those who left the organisation in the last 12 months, it was believed that two in five (43%) obtained other posts in the childcare sector; just over one quarter (29%) went to jobs in other sectors and one in eight (13%) didn't take up any other employment.

31. The staff turnover rate[3] across the whole sector was 23%, similar to 2001.

32. Employment growth[4] dropped to 13%, down from 32% in 2001.

[2] This is calculated by dividing the total number recruited by the total number currently employed – plus those leaving their current employment minus those recruited. It should be noted therefore that this recruitment rate takes account of the 'churn within the sector' as well as the number of staff being recruited to the sector.

[3] This is calculated by dividing the net change in staff by the total currently employed less the difference between those recruited and those leaving their current employment. It should be noted therefore that this growth rate also includes the 'churn within the sector' as well as staff being recruited to and leaving the sector.

[4] This is calculated by dividing the total number leaving their employment by the total currently employed less the difference between those recruited and those leaving their current employment. It should be noted that this turnover rate therefore includes the 'churn within the sector' as well as staff leaving the sector.

1 Introduction

1.1 This document reports on findings from the Childcare and Early Years Workforce Survey 2002/3 conducted by the MORI Social Research Institute on behalf of the Sure Start Unit.

1.2 Separate surveys were conducted for the eight childcare and early years settings listed below:

CHILDCARE

- Day nurseries and other full-day care provision
- Playgroups and pre-schools
- Out of school clubs
- Holiday clubs
- Childminders.

EARLY EDUCATION

- Primary schools with nursery and reception classes
- Primary schools with reception but no nursery classes
- Nursery schools.

1.3 This document presents the findings for **out of school clubs**.

1.4 Findings from other audiences are reported in separate documents, whilst a summary of findings across all audiences is also provided in an Overview Report. Computer tables are provided in separate volumes and anonymised electronic SPSS data are also held by the Sure Start Unit.

BACKGROUND AND OBJECTIVES

1.5 The Government is committed to improving access to good quality childcare, early learning and family support. Ensuring all children get a sure start in life, and help secure a better future for families and stronger and safer communities.

1.6 There is clear evidence of the benefits to children of pre school provision, particularly those who are disadvantaged. This is especially true when good quality childcare is delivered alongside early years education, and health and family support. This was confirmed in the report of the Government's interdepartmental childcare review "Delivering for Children and Families", published in November 2002.

1.7 In 2002, Government policy on childcare, early education and Sure Start local programmes was brought together in a single interdepartmental Unit, called Sure Start Unit. This Unit reports to Ministers in both the Department for Education and Skills and the Department for Work and Pensions.

1.8   The overall aim of the Sure Start initiative is to increase the availability of childcare and early education, and work with parents to be, parents and children to promote the physical, intellectual and social development of babies and young children. Particularly those who are disadvantaged, so they can flourish at home and at school, and to enable their parents to work, learn and train to help contribute to the ending of child and family poverty.

1.9   Sure Start's key overall objectives, following the Spending Review 2002, are to:
- transform education, health and family support services for children under 5 and their families;
- increase the availability of high quality childcare for all age groups whose parents need it; and
- meet the needs of the most disadvantaged, so children can fulfil their potential and parents can find ways out of poverty.

1.10   Further information about Sure Start and its programmes can be found on www.surestart.gov.uk.

1.11   The Government has a range of goals and targets in relation to childcare and early years. These include: sustaining the expansion in childcare which has already enabled new childcare places for 1.6 million children to be created, so over 2 million children benefit by 2006 and growth continues through to 2008; guaranteeing a free, part time early education place for all 3 year olds whose parents want it, in April 2004; establishing new provision in the most disadvantaged communities; and maintaining and enhancing the quality and standards of provision and the skills and size of the workforce.

1.12   The Government is committed to supporting the childcare workforce and recognises the important role it has in ensuring children get a sure start in life and in supporting families. It's '*Every Child Matters*' Green Paper in September 2003, and its Next Steps document published in March 2004, stressed the importance of: improving the skills and effectiveness of all those who work with children and making this a more attractive career option; and of health, educational and social care professionals working together effectively in locations such as schools and children's centres.

1.13   In order to help monitor progress towards meeting targets and strengthening provision for young children and families, the DfES conducted surveys of the childcare workforce in England in 1998 and 2001.

1.14   In 2002/3 the survey was conducted a third time, to track change since 2001 among childcare audiences and to collect baseline data among early years audiences that are surveyed for the first time. Although the survey has been published in April 2004, telephone interviews were carried out between December 2002 – May 2003.

1.15   The surveys examine some of the key characteristics of the sector and its workforce, including:
- the number of registered and enrolled places
- staffing levels
- characteristics of staff, including demographics and pay
- staff qualifications and training
- recruitment and retention

1.16   The surveys provide a useful source of factual data about the sector on which national and local level policy makers can draw.

1.17 Anomalies have been identified in some sections of the 2001 survey, following comparisons with the 2002/03 data. The 2001 data has been corrected and revised figures have been used where comparisons are drawn. Checks have been carried out on all reports and no further anomalies were found.

STUDY DESIGN

1.18 The bullet points below summarise the methodology adopted for the survey among out of school clubs. Full methodological details are provided in the appendices, along with a copy of the questionnaire used.

- 850 interviews were conducted among out of school clubs in England;

- The sample was stratified to ensure equal reliability by region and a representative random sample was interviewed within each region. The profile of the achieved sample was also monitored by levels of deprivation and rurality;

- Data are weighted by region and by whether single (out of school only) or dual provider to ensure aggregate data is representative and reflects the true profile of out of school clubs according to the ChildcareLink database as at 7 December 2002;

- Interviews were conducted by telephone using CATI (Computer Assisted Telephone Interviewing), by MORI Telephone Surveys during the period 20th February to 1st April 2003;

- The target respondent was the senior manager.

- An adjusted response rate of 75% was achieved across the sample as a whole.

REPORT LAYOUT

1.19 The rest of this report is structured as follows:

Section 2. Characteristics of Provision: discusses numbers of relevant organisations including their spread by region and type of area, and business characteristics;

Section 3. Places and Children: a summary of the number of places and take-up, and their spread by region and type of area;

Section 4. Characteristics of Staff: a summary of the total number of childcare staff and play workers of different types, and their characteristics;

Section 5. Training: a look at the views of amount of training received, training plans, training budgets and amount spent on training;

Section 6. Qualifications of Paid Staff: covers qualifications held and worked towards;

Section 7. Recruitment and Retention: discusses levels of staff recruitment, retention and turnover, and looks at recruitment difficulties.

1.20 Findings from 2003 have been compared with those from 2001. However caution should be taken when comparing grossed figures because different sources of data were used to inform the weighting and grossing of data each year (see Interpretation of Data below).

1.21 All questions have been comprehensively checked for differences by key variables especially region, type of area, (high, low and medium density, and deprived) and size of organisation. The report only details sub-group findings where there are statistically significant differences. If there are no differences reported then the findings are statistically very similar. However, figures for the top 20% most deprived wards are shown in the majority of tables, for comparative purposes.

1.22 A summary of data by region and type of area (high, low and medium density, and deprived) is also provided in the appendices for key questions.

INTERPRETATION OF DATA

1.23 It should be noted that a sample, not the entire population, of out of school clubs has been interviewed. This means that all the results are subject to sampling tolerances, and that not all differences are statistically significant. A guide to statistical reliability is provided in the appendices.

1.24 Findings from the survey have been grossed up to provide figures for the population of out of school clubs across England as a whole according to provisional population data provided by the ChildcareLink database[5] as at 7 December 2002. This allows us to make assumptions about the total number of childcare places and childcare staff across the country. **However, it should be noted that this database is not representative of all out of school clubs in England and so these findings should be treated with extreme caution.**

1.25 It is important to bear in mind that grossed figures are subject to the same sampling tolerances as percentage findings. They are also based on the assumption that those responding to the survey are representative of the full population. **Grossed figures should therefore be regarded as approximations of the characteristics of the sector, rather than precise measures.** For this reason, figures have been provided to the nearest 50 or 100 organisations, or staff where relevant (rather than to the nearest whole number). Grossed figures should be treated with particular caution for questions where some respondents failed to give a response (i.e. the respondent said don't know/refused). The proportion of non-responders are flagged throughout the report. In addition, where levels of non-response are over 20% grossed figures are not provided.

1.26 As mentioned, findings have been compared with those from the 2001 workforce survey. However, comparisons should be treated with some caution, especially when comparing grossed data because different sources of data were used to inform the weighting and grossing of data each year. In 2001 findings from the Children's Day Care Facilities Survey, March 2001 were used. This survey reports on numbers of providers derived from local authorities own estimates. In 2003, population data was taken from the ChildcareLink database as at 7 December 2002.

1.27 An asterisk (*) represents a value below 0.5%, but above zero. Where responses do not add up to 100%, this may be due to computer rounding or multiple responses.

---

[5] It should be noted that some places are part time places – i.e. one place could be used by more than one child. For example, one place could be used in the morning by one child and in the afternoon by another.

DEFINITION OF TERMS USED

1.28   In nearly all cases the respondent was the senior manager (93%). However, 56 interviews were conducted with a supervisor or other staff.

1.29   In 2003, in order to ensure greater accuracy, detailed definitions of the senior manager, supervisory staff and other childcare staff were given and referred to during the interview. These are detailed below:

- Senior manager – the person with overall responsibility for managing the organisation
- supervisory staff – who are qualified to supervise a group of children on their own (they may or may not supervise other members of staff), e.g. Nursery officers and nursery nurses;
- other childcare support staff – those not qualified to supervise a group of children on their own.

However, in 2001 the definition of supervisory staff was only used as a prompt so would not have been read to all respondents and was not used throughout the questionnaire, and no definition of other childcare staff was given[6]. Therefore it is not possible to directly compare 2001 data relating to supervisory staff and other paid childcare staff as respondents may have defined these differently in the two surveys. Instead, comparisons with 2001 data have been made throughout between supervisory staff and other childcare staff combined.

1.30   Throughout the report we refer to findings among childcare settings located in the top 20% most deprived wards. This is defined as those wards with the highest deprivation ratings according to the Office of the Deputy Prime Minister's Index of Multiple Deprivation.

1.31   In some cases, we have also analysed data by level of population density. Rather than use the ONS (Office of National Statistics) definition of urban/mixed/rural, which defines rural very narrowly and for which there would have been insufficient "rural" sample to allow reliable analysis, in order to maximise analysis opportunities, we have split the sample in three: 'high density' (25 or more people per hectare), 'medium density' (9 – 24 per hectare), and 'low density' (less than 9 per hectare).

ACKNOWLEDGEMENTS

1.32   We would like to place on record our appreciation for the time given by the out of school clubs to take part in the survey. In addition we would like to thank the DfES Project Steering Group members and other policy and research colleagues at DfES for their guidance and input into the study.

[6]   The prompted definition was 'By supervisor we mean childcare workers who can look after children without supervision from other staff and who may or may not supervise other staff.'

2 Characteristics of Provision

- The total number of out of school clubs was 4,500, a slight decrease from the number in 2001 (4,900).
- The distribution of settings reflects the national profile of households with children. A quarter of clubs were based in the top 20% most deprived wards.
- Almost two in five clubs were owned by the manager or by a chain, and a further two in five were run by a voluntary or community group.
- Three in five out of school clubs had been operating for over five years, indicating a certain amount of stability in the sector.
- Business performance remained very similar to 2001, with one in three clubs making a profit, and one in five operating at a loss.

INTRODUCTION

2.1 This chapter of the report sets out the characteristics of out of school clubs, discussing the number of out of school clubs and their business characteristics, including ownership, age and profitability.

2.2 It should be borne in mind that comparisons with 2001 should be treated with some caution because figures are derived from different sources. (See Interpretation of Data in Section 1: Introduction).

NUMBERS AND GEOGRAPHICAL SPREAD OF PROVIDERS

2.3 The total number of out of school clubs was 4,500[7], a slight decrease from the number in 2001 (4,900).

2.4 As table 2.1 shows, settings were not evenly distributed across England. The distribution of settings across the regions was, however, similar to the distribution of households with dependent children across England.

2.5 A quarter of out of school clubs are based in the top 20% most deprived wards.

---

[7] ChildcareLink database, 7 December 2002.

Table 2.1: **Numbers of Settings by Region and Type of Area**

	Total 2003		Total 2001		Change 2003/2001		Distribution of household with dependant children across England[1]
	%	No.	%	No.	±%	±No	%
Total		4,500		4,900		-400	100
Region							
East Midlands	9	400	6	300	+3	+100	9.1
East of England	11	500	9	400	+2	+100	11.7
London	12	500	17	800	-5	−300	12.2
Yorkshire and Humberside	10	500	11	600	−1	−100	10.4
North East	5	200	5	200	0	0	5.1
North West	15	700	16	800	−1	−100	13.1
South East	14	600	11	500	+3	+100	17.0
South West	10	400	11	600	−1	−200	10.1
West Midlands	13	600	14	700	−1	−100	10.5
Rural[2]	10	400	NA	NA	NA		
Mixed	17	800	NA	NA	NA		
Urban	72	3,300	NA	NA	NA		
Top 20% most deprived wards	24	1,100	NA	NA	NA		

Source 2003: ChildcareLink December 2002/MORI

Source 2001: Children's Day Care Facilities Survey, March 2001

Base: All out of school clubs (2003- unweighted 850, weighted and grossed 4,534; 2001- unweighted 850, weighted and grossed 4,900)

Note: [1] 2001 Census

Note: [2] These are the ONS definitions of rural, mixed and urban

Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534 as a result of grossing and rounding

BUSINESS CHARACTERISTICS

2.6   The information relating to the findings discussed in the following section is summarised in Table 2.2.

OWNERSHIP OF OUT OF SCHOOL CLUBS

2.7   One in three out of school clubs were owned either by the manager or a chain (36%). A similar proportion were owned by a voluntary, community or church group (40%), an increase from 30% in 2001.

2.8 Settings in deprived areas were more likely than average to be owned by a voluntary, community or church group (44%), and less likely to be owner-managed or owned by a chain (30%).

LENGTH OF OPERATION

2.9 The majority of out of school clubs had been up and running for five years or more (59%). Forty-one percent had been running for less than five years.

2.10 Settings in London tended to be longer established, with three quarters (73%) having been running for five years or more. Furthermore, larger clubs tended to be longer established; two thirds of clubs with between 30 and 49 places for 0 to 7s (69%) and four fifths of clubs with over 50 places (81%) had been running for five years or more.

2.11 In contrast, settings in the East Midlands, and those with under 30 places for 0 to 7s tended to have been established for less than five years (55% and 52% respectively).

BUSINESS PLANS

2.12 Almost three in five out of school clubs had a business plan that had been updated in the past two years (57%), similar to 2001 (63%).[8] A further one in ten had a plan that had not been recently updated (10%), and a significant minority had no business plan at all (22%).

2.13 A very similar pattern is found amongst out of school clubs in the top 20% most deprived wards. However, settings in the North East of England and Yorkshire and Humberside were more likely to have a business plan than average (81% and 82% respectively).

BUSINESS PERFORMANCE

2.14 Business performance in 2002/03 was very similar to that in 2001. One third of out of school clubs were operating at a profit (29%), two in five were covering costs (42%) and a significant minority were operating at a loss (19%).

2.15 Settings in London and the South East were more likely to be struggling (27% and 29% respectively making a loss), as were out of school clubs in the top 20% most deprived wards (28% making a loss).

2.16 As might be expected, the number of privately owned settings (owned by the manager or by a chain) making a profit was significantly higher (41% compared with an average of 29%), although there were still 13% making a loss. Newly established settings (operating for less than two years) were more likely to be struggling (30% making a loss compared with an average of 19%).

2.17 Larger provisions were more likely to be profitable, with 36% of those with 50 or more enrolments making a profit compared with 27% of those with under 30 enrolments.

Table 2.2: **Characteristics of Provision**

	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
	%	No.	%	No.	±%	±No	%	No.
Ownership[1]								
Owner manager/ part of a chain	36	1,600	37	1,800	−1	−200	30	350
Voluntary/community/ church group	40	1,800	32	1,600	+8	+200	44	500
Local authority	10	500	13	700	−3	−200	16	200
School/college	14	600	19	900	−5	−300	11	100
Other	4	200	7	400	−3	−200	4	#
Length of operation								
Under 5 years	41	1,800	55	2,700	−14	−900	40	450
5 years plus	59	2,700	44	2,200	+15	+500	60	650
Business Plan[2]								
Yes	70	3,200	–	–	–	–	71	800
No	22	1,000	–	–	–	–	20	200
Don't know	7	300	–	–	–	–	9	100
With Business Plan[3]								
Updated in last 2yrs	81	2,600	–	–	–	–	84	650
Not updated in last 2yrs	15	500	–	–	–	–	11	100
Don't know	5	100	–	–	–	–	6	50
Profitability								
Making a profit	29	1,300	29	1,400	0	−100	20	250
Covering costs/ breaking even	42	1,900	44	2,200	−2	−300	41	450
Making a loss	19	900	21	1,000	−2	−100	28	300
Don't know	10	500	6	300	+4	+200	11	100

Some figures have changed due to anomalies corrected in 2001 publication

Source: MORI

Base: All out of school clubs (2003- unweighted 850, weighted and grossed 4,534; 2001- unweighted 850, weighted and grossed 4,900)

Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)

Note: [1] Please note that in 2003 this was a multi-coded question therefore results may add up to over 100%.

Note: [2] Please note that this is shown for 'school' only in 2001 figures.

Note: [3] In 2001 the question was 'Does your organisation have a business plan written or updated within the past 2 years?' Therefore no direct comparisons can be made

Note: [4] Any organisations with a written business plan (unweighted 609 weighted and grossed 3,189). All organisations in the 20% most deprived wards with a written business plan (unweighted 156, weighted and grossed 784)

Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534 (± 50 of 1,105 for top 20% most deprived wards) as a result of grossing and rounding

Note: # indicates fewer than 100 providers in England (fewer than 50 providers for the top 20% most deprived wards)

3 Places and Children

- The total number of childcare places for 0-7 year olds in out of school clubs was 165,100 and 271,900 children (including those aged 8+ years) were enrolled[9]. There was a decrease of 52,300 children enrolled since 2001. The average number of enrolments per setting was 60, down from 66 in 2001.
- The total enrolments was 271,900 (including those aged 8+ years), showing a decrease of 52,300 enrolments since 2001. The average number of enrolments per setting was 59.96, down from 66.2 in 2001.
- The average number of childcare places for 0–7 year olds was 36.9. The average number of enrolments per setting was 36.1.

INTRODUCTION

3.1 This chapter of the report discusses firstly the number of places for children aged between nought and seven, and then the number of children enrolled within this age group and aged over eight. It should be noted that some places are part time places – i.e. one place could be used by more than one child. For example, one place could be used in the morning by one child, and in the afternoon by another.

NUMBER OF PLACES FOR 0 TO 7 YEAR OLDS

3.2 The estimated total capacity of out of school clubs for children aged 0 to 7 was 165,100 places[9]. The average capacity per setting was 36.9 places.

3.3 There was a change to the question about childcare places since the 2001 Survey. In 2003 the question asked about registered full time places for 0–7 year olds, whereas in 2001 it asked about 0–7 year olds and also about children over 8, and any other places (not registered). As a result comparisons should not be made with the 2001 data.

[9]   It should be noted that some places are part time places – i.e. one place could be used by more than one child. For example, one place could be used in the morning by one child and in the afternoon by another.

Table 3.1:   **Numbers of Places**

	Total 2003		Top 20% most deprived wards[1]	
Total no. of places[2]	165,100		40,000	
Average no' of places	36.94		37.46	
	%	No.	%	No.
None	2	100	3	50
1–9 places	3	200	2	#
10–19 places	17	800	18	200
20–29 places	34	1,500	26	300
30–39 places	16	700	15	150
40–49 places	12	600	12	150
50 or more places	15	700	21	250
Refused	1	100	3	#

Source: MORI
Base: All out of school clubs 2003- unweighted 850, weighted and grossed 4,534.
Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)
Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534 (±50 of 1,105 for top 20% most deprived wards) as a result of grossing and rounding
Note: * indicates responses represent less than 1% of the total
Note: # indicates fewer than 100 providers in England (fewer than 50 providers for the top 20% most deprived wards)

THE NATURE OF PLACES

3.4 In addition to out of school places, a third of settings (27%) offered holiday club places. One in eight offered full day-care, one in eleven a day nursery and a small proportion offered other types of childcare places.

Table 3.2: **Types of Childcare Offered**

	Total 2003		Top 20% most deprived wards[1]	
	%	No.	%	No.
Out of School Club	100	4,500	100	1,100
Holiday Club	27	1,200	29	300
Playgroup/Pre-school	6	300	7	100
Day Nursery	9	400	11	150
Private Nursery School	3	200	3	50
Early Excellence Centre	*	#	1	#
Extended Day Playgroup	1	#	0	0
Combined Day Nursery	2	100	1	#
Full day-care	12	500	13	150
Other	*	#	0	0

Source: MORI

Base: All out of school clubs 2003- unweighted 850, weighted and grossed 4,534.

Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)

Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534 (±50 of 1,105 for top 20% most deprived wards) as a result of grossing and rounding

Note: * indicates responses represent less than 1% of the total

Note: # indicates fewer than 100 providers in England (fewer than 50 providers for the top 20% most deprived wards)

TAKE-UP OF PLACES

3.5 The total number of enrolments was 271,900, showing a decrease of 52,300 enrolments since 2001. The average number of enrolments per setting was 60.0 down from 66.2 in 2001.

3.6 The drop in the number of enrolments per setting is consistent with a shift in the pattern of use of places, with more parents leaving their children for a full day (e.g. whilst they work) rather than part-day. This implies fewer children sharing places.

0-7 YEAR OLDS

3.7 The total number of 0–7 year olds enrolled in out of school clubs across all settings was 163,400. The average number of enrolments per setting was 36.1, almost exactly the same as the average number of places per setting.

3.8   As can be seen in Table 3.4 below, the distribution of places and enrolments roughly reflects the distribution of households with dependent children across England. However, Yorkshire and Humberside, the South East, South West and West Midlands are all oversubscribed, with significantly more enrolments than places available. The East of England, on the other hand, is under-subscribed, with an average of 70.0 places and just 33.9 enrolments per setting.

8 YEAR OLDS AND OLDER

3.9   Enrolment of over sevens was fairly consistent across the regions and across different types of area. Clubs owned by voluntary or community groups tended to have more over sevens enrolments than average (28.3 per setting compared with an average of 23.9).

Table 3.3:   **Numbers of Enrolments**

	Total 2003	Total 2001	Change 2003/2001	Top 20% most deprived wards[1]
Enrolments[2]				
Total number of enrolments	**271,900**	324,200	–52,300	68,000
Average number of enrolments	**59.96**	66.17	–6.21	61.56
Total enrolments children aged 0-7[2]				
Total number of enrolments	**163,400**	–	–	40,300
Average number of enrolments	**36.05**	–	–	36.48
Total enrolments children aged 8+[2]				
Total number of enrolments	**108,400**	–	–	27,700
Average number of enrolments	**23.92**	–	–	25.08

Source: MORI
Base: All out of school clubs (2003- unweighted 850, weighted and grossed 4,534; 2001 – unweighted 850, weighted and grossed 4,900)
Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)
Note: [2] In 2001, the survey contained information about the breakdown of enrolments by age group, calculated by multiplying the average number of places by the total number of Out of school clubs. However, the figures did not add up to total enrolments for example because some settings were not able to provide the age of every child enrolled.

SUMMARY OF PLACES AND ENROLMENTS BY REGION AND TYPE OF AREA

Table 3.4: **Numbers of Early Years Places and Enrolments by Region and Type of Area**

	Places for 0-7 years 2003		0-7 years enrolled 2003		*Distribution of households with dependent children in England[1]*
Capacity					
Total number of places	165,100		163,400		
Average number of places	36.94		36.05		
	Average number of places	**% distribution of places**	**Average enrolment**	**% distribution of children enrolled**	**%**
Region					
East Midlands	33.97	8	33.97	8	9.1
East of England	70.04	21	33.94	10	11.7
London	39.73	13	38.15	13	12.2
Yorkshire and Humberside	26.82	8	35.35	10	10.4
North East	37.42	5	36.82	5	5.1
North West	36.95	15	34.11	14	13.1
South East	28.64	11	38.71	15	17.0
South West	29.20	8	37.72	10	10.1
West Midlands	31.15	11	35.73	13	10.5
Type of Area					
Low density	28.89	28	36.22	36	NA
Medium density	45.90	39	30.49	26	
High density	37.37	33	41.11	38	NA
Top 20% most deprived wards	37.46	24	36.48	25	NA

Source: MORI

Base: All out of school clubs 2003 – unweighted 850, weighted and grossed 4,534.

Note: [1] 2001 Census

Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534 as a result of grossing and rounding

4 Characteristics of Staff

- The total number of paid and unpaid staff working in out of school clubs in England was 29,500. This indicates a drop of 2,700 since 2001, mostly due to a drop in the number of paid staff from 28,100 in 2001 to 25,500 in 2003.

- A quarter of paid staff in out of school clubs were aged under 25 (27%), a third were between 25 and 39 (36%), and another third were 40 or older (34%).

- Men represented just nine per cent of the workforce, approximately 2,300 individuals. Nine percent were from an ethnic minority group and two percent had a disability.

- Most of the paid workforce was part time, with 77% working under 30 hours per week. Just one in five work full time – 30 hours or more per week (21%).

- One in ten settings had used agency staff in the last 12 months.

- The average salary for out of schools club staff paid annually was £5,000, and for those paid hourly it was £5.90 per hour. The estimated annual pay for those paid hourly is £4,400. The average annual salary for senior managers was £8,600 per annum.

INTRODUCTION

4.1   This chapter sets out the scale of employment in childcare within out of school clubs and describes the profile of this workforce. The main areas covered by this chapter are:

- The number of staff employed in the sector, including paid and unpaid staff
- The demographic profile of the paid workforce, including by gender, age, disability and ethnicity
- The number of hours worked per week by paid staff
- Levels of pay.

NUMBERS OF PERMANENT STAFF

4.2   The total number of paid and unpaid staff working in out of school clubs in England was 29,500. This indicates a drop of 2,100 since 2001.

4.3   The average number of staff per club remained the same at 6.5.

PAID STAFF

4.4   There has also been a drop in the number of paid staff, from 28,100 in 2001 to 25,500 in 2003. The average number per setting again remains broadly consistent at 5.6.

4.5   The numbers of paid staff per setting breaks down into:

- 4,500 senior managers[10], a drop since 2001 from 4,900
- 11,100 supervisory staff, an average of over 2 per setting
- 10,000 other childcare staff, an average of over 2 per setting

4.6   The number of supervisory staff and other staff combined had dropped slightly from 23,200 in 2001 to 21,100 in 2003[11].

4.7   Smaller settings, with under 30 places for 0–7 year olds, had fewer paid staff compared with larger settings with 50+ places (an average of 4.7 and 8.4 respectively).

UNPAID STAFF

4.8   There were a total of 4,000 unpaid volunteers, virtually unchanged from 2001. The average number of unpaid staff per setting remained very similar to 2001, with an average of just under one per setting.

4.9   Unpaid staff consisted of the following groups:

- 1,800 student volunteers, an average of under 0.5 per setting
- 2,100 other volunteers, an average of 0.5 per setting

---

[10]   The number of senior managers is based on one per setting

[11]   As discussed in the introduction, due to the greater precision in the definitions of staff used in the question in 2003, direct comparisons with numbers of supervisory staff and other childcare staff in 2001 is not possible.

Table 4.1 **Numbers of Staff**

	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
Overall Totals								
Paid and unpaid staff	**29,500**		32,200		−2,700		8,050	
Paid staff only	**25,500**		28,100		−2,600		6,350	
Unpaid staff only	**4,000**		4,100		−100		1,700	
	%	**No.**	%	No.	%	No	%	No.
Numbers by type of staff[2]								
Senior manager	**15**	**4,500**	15	4,900	0	−400	14	1,100
Supervisory staff	**38**	**11,100**	−	−	−	−	36	2,900
Other paid childcare staff	**34**	**10,000**	−	−	−	−	29	2,350
Supervisor and other paid childcare staff combined	**72**	**21,100**	72	23,200	0	−2,100	65	5,250
Student volunteers	**6**	**1,800**	5	1,800	+1	0	9	700
Other volunteers	**7**	**2,100**	7	2,400	0	−300	12	950
Overall average number of staff								
Paid and unpaid staff		**6.5**		6.5		0		7.3
Paid staff only		**5.6**		5.7		−0.1		6.0
Unpaid staff only		**0.9**		0.8		+0.1		1.5
Average number per setting by type of staff[2]								
Senior manager		**1**		1		0		1
Supervisory staff		**2.4**		−		−		2.6
Other paid childcare staff		**2.2**		−		−		2.1
Supervisory staff and other childcare staff combined		**4.6**		4.8		−0.2		4.7
Student volunteers		**0.4**		0.4		0		0.7
Other volunteers		**0.5**		0.5		0		0.9

Source: MORI

Base: All paid staff in out of school clubs (2003 − unweighted 4,898, weighted and grossed 25,549; 2001 − unweighted NA, weighted and grossed 28,100)

Base: [1] All staff in out of school clubs in the top 20% most deprived wards (unweighted 1,249, weighted and grossed 6,352)

Note: [2] Data from 2001 for supervisory and other paid childcare staff has not been reported because it is not comparable, due to different categorisations used last year

Note: Table percentages and figures may not add up to 100% of ±100 of 25,549 (±50 of 6,352 for top 20% most deprived wards) as a result of grossing and rounding

USE OF AGENCY STAFF

4.10   One in ten out of school clubs had used agency staff in the previous twelve months (10%), a slight increase from 8% in 2001.

4.11   Clubs in the North East were most likely to employ agency staff (20% compared with an average of 10%), as were clubs in the top 20% most deprived wards (15%).

Table 4.2:   **Use of Agency Staff in the Last 12 Months**

	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
	%	No.	%	No.	%	No	%	No.
Yes	10	500	8	400	+2	+100	15	150
No	90	4100	92	4500	−2	−400	85	950

Source: MORI
Base: All out of school clubs (2003 – unweighted 850, weighted and grossed 4,534; 2001 – unweighted 850, weighted and grossed 4,900)
Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)
Note: Table percentages and figures may add up to ±1% of 100% or ± 100 of 4,534 (±50 of 1,105 for top 20% most deprived wards) as a result of grossing and rounding

DEMOGRAPHICS OF PAID STAFF

AGE

4.12   A quarter of paid staff in out of school clubs were under 25 (27%), a third were between 25 and 39 (36%), and another third were 40 or older (34%).

4.13   Senior managers tended to be older, with just over half aged 40 or over (54%).

GENDER

4.14   As in 2001, nearly all paid childcare staff were female. Men represented just nine per cent of the workforce, approximately 2,300 individuals.

4.15   A third of out of school clubs employed any male staff (31%).

4.16   Settings in high density areas were more likely than average to employ male staff (44%), as were settings in London (66%) and larger settings (52% of those with 50 or more places).

DISABILITY

4.17   Nine per cent of out of school clubs had any disabled paid members of childcare staff, marking very little change from 2001. This equates to two per cent of the paid workforce, or 500 individuals[12].

4.18   Clubs in the South West, or larger settings (those with 50+ places) were more likely than average to employ staff with disabilities (15% and 17% respectively compared with an average of 9%).

ETHNICITY

4.19   One in five out of school clubs reported having a paid member of staff from an ethnic minority group (22%), representing a slight drop since 2001 (28%). This equates to nine per cent of the workforce, or 2,300 individuals.

4.20   However, there were considerable differences by type of area, which reflects differences in the national population profile (see Table 4.4). In particular, the profile of ethnic minority staff rose to 15% in high density areas (i.e. more urban areas) compared with 2% in more rural areas, 18% in the top 20% most deprived wards and as high as 43% in London.

4.21   In contrast to the proportion of children belonging to an ethnic minority group, the proportion of ethnic minority staff in the West Midlands was very low (3% compared with 15.9%).

---

[12]   A disability is described as a "physical or mental impairment which has substantial and long term adverse effect upon their ability to carry out normal day-to-day activities".

Table 4.3: **Demographics of Paid Members of Staff**

	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
	%	No.	%	No.	%	No	%	No.
Age								
16–19 years	9	2,300	10	2,800	−1	−500	7	450
20–24 years	18	4,600	20	5,600	−2	−1,000	19	1,200
25–39 years	36	9,100	37	10,400	−1	−1,300	40	2,550
40–49 years	21	5,500	25	7,000	−4	−1,500	21	1,300
50 years and over	12	3,100	9	2,700	+3	+400	9	600
Don't know	2	600	0	0	+2	+600	3	150
Refused	1	400	0	0	+2	+400	2	150
Gender								
Female	91	23,200	89	24,900	+2	−1,700	88	5,600
Male	9	2,300	11	3,200	−2	−900	12	750
No. of settings employing male staff	31	1,400	38	1,800	−7	−400	38	400
Disability								
Without a disability	98	25,100	98	27,600	0	−2,000	98	6,200
With a disability	2	500	2	500	0	0	2	150
% of settings employing disabled staff	9	400	10	500	−1	−100	11	100
Ethnicity								
Ethnic minority groups	9	2,300	13	3,500	−4	−1,200	18	1,100
Remaining paid members of staff	91	23,300	87	24,600	+4	−1,300	82	5,250
No. of settings employing staff from ethnic minorities	22	1,000	28	1,400	−6	−400	36	400

Source: MORI

Base 2003: All paid staff in out of school clubs (2003 – unweighted 4,898, weighted and grossed 25,549; 2001 – unweighted NA, weighted and grossed 28,100)

Base: [1] All paid staff in out of school clubs in the top 20% most deprived wards (unweighted 1,249 weighted and grossed 6,352)

Note: * indicates a response less than 1%

Note: Table percentages and figures may not add up to 100% or ± 100 of 25,549 (±50 of 6,352 for top 20% most deprived wards) as a result of grossing and rounding

Table 4.4:   **Ethnicity**

	Percentage of workforce who belong to an ethnic minority group	Percentage of pupils of compulsory school age (primary) who belong to an ethnic minority group[1]
	%	%
Region		
England	9	17.5
East Midlands	9	10.9
East of England	4	20.1
London	43	45.3
Yorkshire and Humberside	2	20.4
North East England	2	3.6
North West England	4	10.7
South East England	5	8.8
South West England	3	7.5
West Midlands	3	18.4

Source: MORI
Base 2003: All paid staff in out of school clubs (2003 – unweighted 4,898, weighted and grossed 26,115)
Note: [1] Source DfES 'Statistics of Education 2002'

WORKING HOURS

4.22   Most of the paid workforce was working part time, with 77% working under 30 hours per week. Just one in five worked full time – 30 hours or more per week (21%). One per cent of paid staff worked long hours – over 50 hours per week (this is above the European Working Directive of a maximum of 48 hours per week).

4.23   The average hours worked per week for paid childcare staff was 20. This compares with an average of 33 weekly hours worked in the UK (according to the 2003 Labour Workforce Survey), dropping to 27½ hours per week for female workers. In the public admin, education and health sectors the average working week is 30 hours a week (again 27½ hours for females).

4.24   Senior managers worked on average 23 hours per week, similar to 2001. A third (33%) worked full-time (over 30 hours a week).

4.25   Supervisory staff worked an average of 20 hours per week, with a quarter (25%) working full-time.

4.26   Other childcare staff had an average working week of 15 hours. Only 11% worked over 30 hours per week.

PAY LEVELS

4.27   Respondents were asked to give hourly pay rates. Where this was not possible, annual pay rates were accepted. Figures given below for hourly and annual pay rates are based on all answering in each format. It should be noted that there was a high level of non-response to some of the pay questions so figures should be treated with some caution. Levels of non-response are shown in the table below. **Due to the high level of non-response, grossed figures for all settings nationally have not been provided.**

4.28   The average salary for out of school club staff paid annually was £5,000, and for those paid hourly it was £5.90 per hour. The estimated annual pay for those paid hourly is £4,400. (However, it should be noted that all estimates of annual pay from hourly pay should be treated as indicative only due to the assumptions that have been made to calculate these[13]). These wages are much lower than wages nationally. Average hourly earnings in the UK according to the Labour Workforce Survey 2003 are £9.66 (£8.33 for females). This rises to £10.17 (£9.24 for females) for those working in the public admin, education and health sector.

4.29   However, as might be expected, pay rates differed considerably by type of staff, reflecting different levels of expertise and responsibility:

- The average annual pay for senior managers was £8,600; average hourly pay was £7.70. The estimated annual pay of those paid hourly is £6,900.

- Qualified supervisory staff had an average annual pay of £4,200; average hourly pay was £5.90. The estimated annual pay for those paid hourly was £4,600.

- The average annual pay for other paid childcare staff was £2,100; average hourly pay was £5.30. The estimated annual pay for those paid hourly was £3,100.

4.30   Hourly pay for supervisory and other childcare staff combined is £5.60.

---

[13]   The estimate of annual pay of those paid hourly is calculated by multiplying the average hourly rate by the average number of hours worked for that group, by 39 weeks (assuming that these staff are not paid for holidays). This only provides approximate figures.

Table 4.5: **Working Hours and Pay for Paid Members of Staff**

	Average 2003	Don't know/ refused/no responses	Top 20% most deprived wards[1]
		%	
Average working hours per week[2]			
All paid staff	**19**	2	20
Senior manager	**23**	0	25
Senior managers 2001	**24**	0	NA
Supervisory staff	**20**	2	21
Other paid childcare staff	**15**	3	17
All Paid Staff			
All staff paid annually	**£5,000**	7	£7,100
All staff paid per hour	**£5.90**	0	£6.00
Estimated annual pay of all staff paid per hour[3]	**£4,400**	0	£4,700
Senior Managers' Pay[4]			
Senior managers paid annually	**£8,600**	32	£11,450
Senior managers paid per hour	**£7.70**	0	£8.00
Estimated annual pay of senior managers paid per hour	**£6,900**	0	£7,800
Qualified Supervisory Staff Pay			
Supervisory staff paid annually	**£4,200**	4	£5,800
Supervisory staff paid per hour	**£5.90**	0	£6,00
Estimated annual pay of supervisory staff paid per hour	**£4,600**	0	£4,900
Other Childcare Staff Pay			
Other staff paid annually	**£2,100**	8	£3,900
Other staff paid per hour	**£5.30**	0	£5.40
Estimated annual pay of other staff paid per hour	**£3,100**	0	£3,600
Qualified supervisory and other childcare staff hourly pay combined[5]			
2003	**£5.60**	0	£5.70
2001	**£4.90**	0	NA

Source: MORI

Base 2003: All paid staff in out of school clubs (2003 – unweighted 4,898, weighted and grossed 25,549; 2001 – unweighted NA, weighted and grossed 28,100)

Base: [1] All paid staff in out of school clubs in the top 20% most deprived wards (unweighted 1,249, weighted and grossed 6,352)

Note: [2] Working hours for other paid childcare staff and supervisory staff was not asked in 2001

Note: [3] The estimate of annual pay of those paid hourly is calculated by multiplying the average hourly rate by the average number of hours worked for that group, by 39 weeks (assuming that these staff are paid holiday pay). This is only able to provide approximate figures

Note: [4] Pay for senior managers was not asked in 2001

Note: [5] Comparisons between 2001 and 2003 figures for supervisors and other paid childcare staff is not possible due to the change in definitions, therefore these are shown combined. In 2001 senior managers were asked to give average pay for supervisors and other paid childcare staff, rather than give pay for each individual as in 2003, therefore comparisons should be treated with caution

Note: Table percentages and figures may not add up to 100% or ± 100 of 25,549 (±50 of 6,352 for top 20% most deprived wards) as a result of grossing and rounding

5 Training

- Three quarters of senior managers felt that the amount of training received by their staff in the last year was about right, but around two in five thought they had received too little.

- There had been a marked increase in the proportion of out of school clubs with a training plan (rising from 47% to 62%). As was the case in 2001, just under half had a training budget (44%).

- Average spend on training in the past year among those with a training budget was around £860, an average of £154 per paid member of staff.

INTRODUCTION

5.1   This chapter looks at views of the amount of training received by childcare staff, training plans, training budgets and amount spent on training.

VIEWS OF CURRENT LEVELS OF TRAINING

5.2   Three quarters of senior managers felt that the amount of training their staff had received in the last year was about right (73%). However, a significant minority (23%) felt that there had not been enough training.

Table 5.1:   **The Amount of Training Received**

	Total 2003		*Top 20% most deprived wards[1]*	
	%	**No.**	*%*	*No.*
About right	**73**	**3,300**	*77*	*850*
Too much	**2**	**100**	*2*	*#*
Too little	**23**	**1,000**	*20*	*200*
Don't know	**2**	**100**	*2*	*#*

Source: MORI
Base: All out of school clubs (2003- unweighted 850, weighted and grossed 4,534)
Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)
Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534 (± 50 of 1,105 for top 20% most deprived wards) as a result of grossing and rounding
Note: # indicates fewer than 100 providers in England (fewer than 50 providers for the top 20% most deprived wards)

TRAINING RESOURCES

TRAINING PLANS AND BUDGETS

5.3   The proportion of out of school clubs that had a written training plan had risen from 47% in 2001 to 62% in 2003. Just under half (44%) had a training budget (similar to 2001).

SPEND ON TRAINING

5.4   Amongst clubs that did have a training budget and were aware of last year's spend, the average amount spent on training was £860, a drop from £1,332 in 2001. However, these figures should be treated with caution as in both years nearly half of senior managers did not know how much had been spent on training and although interviewees were asked to exclude money obtained via grants in their response, in some cases this information may not have been available. (For this reason, grossed up figures for all settings nationally have not been provided).

5.5   For this period the main funding streams for training the workforce were through the Learning and Skills Council and two funding streams allocated to Local Authorities and their Early Years Development and Childcare Partnerships. One of these being the training element (£7m) of the Childcare Grant and the other from the European Social Fund for Unblocking Barriers to Training for Individuals.

Table 5.2:   **Training Resources**

	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
	%	No.	%	No.	%	No	%	No.
Written training plan								
Have training plan	62	2,800	47	2,800	+15	+500	61	700
Don't have training plan	36	1,600	49	2,400	−13	−800	39	400
Don't know	2	100	4	200	−2	−100	*	#
Training Budget								
Have a training budget	43	2,000	46	2,200	−2	−200	42	450
Don't have a training budget	53	2,400	54	2,700	−1	−300	55	600
Don't know	4	200	0	0	+4	+200	3	50
Spend on training[2]								
£0	12	200	0	0	+12	+200	7	50
£1–£100	5	100	8	100	−3	0	1	#
£101–£200	8	100	5	100	+3	+100	10	50
£201–£300	7	100	6	100	+1	0	6	50
£301–£400	2	#	2	#	0	0	7	50
£401–£500	7	100	7	200	0	−100	5	50
£501–£1,000	7	100	7	200	0	−100	7	50
£1,001–£2,000	4	100	8	200	−4	−100	6	50
£2001 or more	5	100	9	200	−4	−200	1	#
Don't know	43	800	48	1,100	−5	−300	50	250
Average spend		£860		£1,332		−£472		£584

Source: MORI
Base: All out of school clubs (2003 – unweighted 850, weighted and grossed 4,534; 2001 – unweighted 850, weighted and grossed 4,900)
Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)
Base: [2] All organisations with a training budget (2003 – unweighted 369, weighted and grossed 1,981; 2001 – unweighted 393, weighted and grossed 2,237; for top 20% most deprived wards unweighted 96, unweighted and grossed 464
Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534/1,981 (±50 of 1,105/464 for top 20% most deprived wards) as a result of grossing and rounding
Note: * indicates responses represent less than 1% of total
Note: # indicates fewer than 100 providers in England (fewer than 50 providers for the top 20% most deprived wards)

6 Qualifications of Staff

- Around three in five childcare staff had some kind of qualification relevant to working with children or young people (58%). Most were qualified at Level 2 or above (54%), and over a third (37%) had at least a Level 3 qualification.
- Around two thirds of senior managers were qualified to Level 3 or above – showing an increase of around 9 percentage points from 2001.
- Around one in three paid childcare staff were currently working towards a new qualification; the majority were not.
- Fifteen per cent of senior managers were NVQ assessors.

INTRODUCTION

6.1 This chapter focuses on the qualifications of paid childcare staff in out of school clubs. Specifically, only qualifications relevant to working with young people and children were explored. The chapter covers:

- The relevant qualifications held by different types of paid staff
- Relevant qualifications paid staff were working towards
- The qualifications that the senior manager was required to hold when they were recruited
- The proportion of senior managers that were NVQ assessors.

DEFINITIONS OF QUALIFICATIONS LEVELS

6.2 Because of the range of qualifications relevant to the childcare and early years workforce, qualifications are also reported grouped together in the levels that they have been accredited with by the Qualifications and Curriculum Authority:

- Level 1 (foundation level) – GCSE grade D-G, Foundation level GNVQ, Level 1 NVQ
- Level 2 (Intermediate level) – GCSE A-C*, Intermediate GNVQ, Level 2 NVQ
- Level 3 (Advanced level) – A level, Vocational A-level (Advanced GNVQ), Level 3 NVQ
- Level 4 – Higher-level qualifications, BTEC Higher Nationals, Level 4 NVQ
- Level 5 – Higher-level qualifications, BTEC Higher Nationals, Level 5 NVQ

CURRENT QUALIFICATIONS HELD

6.3   Findings from this section are summarised in Tables 6.1 to 6.5 below.

QUALIFICATIONS AMONG STAFF AS A WHOLE

6.4   Amongst all paid childcare staff as a whole, it was found that three in five (58%) had some
kind of qualification relevant to working with children or young people, whilst just over a
third (37%) did not. Most were qualified at Level 2 or above (54%), but over a third (37%)
had at least a Level 3 qualification.

6.5   Qualifications were fairly consistent across the country, with the exception that staff based
in the East of England were the least likely to be qualified (48% compared to the average
of 58%).

6.6   Staff in the top 20% most deprived wards were more likely to be qualified than
average (62%).

Table 6.1: **Current Qualifications Held Among All Paid Staff (including senior manager)**

	Total 2003		Top 20% most deprived wards[1]	
	%	**No.**	%	No.
Highest qualifications[2]				
Nursery Nursing Diploma/National – Level 3	**13**	**3,300**	15	1,000
NVQ in Early Years/ Childcare and Education/ Work with Children and Young People – Level 3	**7**	**1,800**	7	400
NVQ in Playwork/Take 10 for Play – Level 2	**5**	**1,200**	5	300
NVQ in Playwork/Take 10 for Play/ Diploma in Playwork 4 – Level 3	**4**	**1,100**	6	400
Caring for children/NVQ in Early Years Care/ Childcare/3240/Foundation Award – Level 2	**4**	**1,100**	5	300
Highest Qualification Level				
Any Level 1	**2**	**500**	3	200
Any Level 2	**18**	**4,500**	17	1,100
Any Level 3	**32**	**8,300**	36	2,300
Any Level 4	**4**	**1,000**	3	200
Any Level 5	*****	**100**	1	50
Other[3]	**2**	**500**	2	100
No qualification	**37**	**9,400**	32	2,050
Don't know/no answer	**5**	**1,300**	6	350
At least Level 2	**54**	**13,900**	58	3,700
At least Level 3	**37**	**9,400**	41	2,550

Some figures have changed due to anomalies corrected since publication of the 2001 survey

Source: MORI

Base: All paid staff in out of school clubs (unweighted 4,898, weighted and grossed 25,549)

Base: [1] All paid childcare staff in out of school clubs in the top 20% most deprived wards (unweighted 1,249, weighted and grossed 6,352)

Note: [2] Combined figures for all paid childcare staff in 2001 are not available

Note: [3] 'other' includes no relevant qualifications and those that do not fit within the QCA qualification framework

Note: Only top 5 mentions are shown

Note: Table percentages and figures may not add up to 100% or ± 100 of 25,549 (± 50 of 6,352 for top 20% most deprived wards) as a result of grossing and rounding

Note: * indicates responses represent less than 1% of the total

QUALIFICATIONS BY TYPE OF STAFF

6.7 As one would expect, levels and types of qualifications differed considerably by type of staff. The national standards for under 8s day care and childminding require that the person in charge who is present, is qualified to Level 3 or above. Where a provider does not meet the qualification requirement of the national standards, he/she may agree an action plan with the Ofsted Childcare inspector, detailing how this requirement will be met.

SENIOR MANAGERS

6.8 Around two thirds of senior managers were qualified to Level 3 or above (64%).

6.9 Managers have become more qualified since 2001, with the proportion qualified to at least Level 3 rising by nine percentage points (55% in 2001 to 64% in 2003).

6.10 The most common qualification was a Nursery Nursing Diploma/National Level 3 (19%).

SUPERVISORS

6.11 Over two thirds of supervisory staff held qualifications to at least Level 2 (69%) and half to at least Level 3 (47%). The most common qualification again was the Nursery Nursing Diploma/National Level 3 (18%), followed by the NVQ in Early Years Level 3 (9%). A Level 3 qualification is the national day care standard minimum for supervisors/person in day to day charge of the setting.

OTHER PAID CHILDCARE STAFF

6.12 A third of other childcare staff hold some kind of relevant qualification (31%), with three in ten (28%) holding at least a Level 2 qualification. The national standards for under 8's day care and childminding state that at least half of other paid childcare workers should hold a Level 2 qualification.

SUPERVISORS AND OTHER PAID CHILDCARE STAFF COMPARISONS WITH 2001

6.13 Due to a firming up of definitions of supervisory staff and other paid childcare staff in 2003 it is not possible to make direct comparisons with 2001 data for these types of staff separately (as discussed in the introduction). Therefore comparisons of qualifications for supervisory staff and other paid childcare staff are shown combined in Table 6.5.

6.14 Nearly a third of supervisors and other paid childcare staff were qualified to Level 3 (28%), and a fifth to Level 2 (19%) similar to the proportions in 2001 (Level 3, 31% and Level 2, 18%).

Table 6.2: **Current Qualifications Held Among Paid Staff**

	Senior Manager		Supervisors		Other Paid Staff	
	%	No.	%	No.	%	No.
Highest qualifications¹						
Nursery Nursing Diploma/National – Level 3	19	900	18	2,000	4	400
NVQ in Early Years/Childcare and Education/ Work with Children and Young People – Level 3	12	500	9	1,000	2	200
NVQ in Playwork – Take 10 for Play/Diploma in Playwork – Level 3	8	400	6	600	–	–
Degree (PGCE, BEd, Early Childhood Studies) – Level 4	5	200	–	–	–	–
National Certificate in Early Years/Early Childhood Studies –level 3	4	200	5	600	2	200
NVQ in Playwork – Take 10 for Play/Diploma in Playwork – Level 2	3	100	5	500	5	500
BTEC in Nursery Nursing – Level 2	2	100	6	600	2	200
Early Years/childcare – practice/education/childhood studies – Level 2 (BTEC/NVQ/progression/award/Diploma/certificate)	–	–	4	400	2	200
Preschool – Certificate in working with under 2s PLA – Level 2	2	100	–	–	–	–
Pre-school/Diploma in pre-school practice – Level 3	2	100	2	200	–	–
Degree/Diploma in Social Work – Level 4	2	100	–	–	–	–
Education/Certificate in Education – Level 3	2	100	–	–	–	–
Caring for Children/NVQ in Early Years Care/Childcare/3240/ foundation award – Level 2	3	100	5	600	4	400

Table 6.3: **Level of Qualifications Held by Senior Mangers**

Highest Qualification Level	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
	%	No.	%	No.	±%	±No.	%	No.
Any Level 1	**2**	**100**	N/A	N/A	N/A	N/A	1	#
Any Level 2	**12**	**600**	17	800	−5	−200	10	100
Any Level 3	**52**	**2,400**	40	2,000	+12	+400	56	600
Any Level 4 or 5	**12**	**500**	15	700	−3	−200	12	150
Other[2]	**4**	**200**	13	600	−9	−400	5	50
No qualification	**18**	**800**	13	600	+5	+200	17	200
At least Level 2	**76**	**3,500**	72	3,500	+5	0	78	850
At least Level 3	**64**	**2,900**	55	2,700	+9	+200	68	750

Some figures have changed due to anomalies corrected since publication of the 2001 survey

Source: MORI

Base: All senior managers (2003 – unweighted 850, weighted and grossed 4,534; 2001 – unweighted 850, weighted and grossed 4,900)

Base: [1] All senior managers in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)

Note: [2] 'other' includes no relevant qualifications and those that do not fit within the QCA qualification framework

Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534 (± 50 of 1,105 for top 20% most deprived wards) as a result of grossing and rounding

Note: # indicates fewer than 100 providers in England (fewer than 50 providers in top 20% most deprived wards)

37

Table 6.4: **Level of Qualifications Held Among Supervisors and Other Paid Childcare Staff**

| | Supervisors[1] | | | | Other Paid Childcare Staff[2] | | | |
| | Total 2003 | | Top 20% most deprived wards | | Total 2003 | | Top 20% most deprived wards | |
	%	No.	%	No.	%	No.	%	No.
Highest Qualification Level								
Any Level 1	1	200	3	100	2	200	3	100
Any Level 2	22	2,500	21	600	15	1,500	16	400
Any Level 3	43	4,700	45	1,300	12	1,200	16	400
Any Level 4 or 5	4	400	3	100	1	100	2	50
Other[3]	2	200	1	50	1	100	1	#
No qualification	20	2,200	19	550	64	6,400	55	1,300
Don't know/no answer	7	800	7	200	4	400	7	150
At least level 2	69	7,600	69	2,000	28	2,800	34	800
At least level 3	47	5,200	48	1,400	13	1,300	18	400

Some figures have changed due to anomalies corrected since publication of the 2001 survey

Source: MORI

Base: [1] All supervisors (unweighted 2,166, weighted and grossed 11,048; for top 20% most deprived wards unweighted 576, weighed and grossed 2,895)

Base: [2] All other paid childcare staff (unweighted 1,882, weighted and grossed 9,967; for top 20% most deprived wards unweighted 458, weighted and grossed 2,353

Note: [3] 'other' includes no relevant qualifications and those that do not fit within the QCA qualification framework

Note: Table percentages and figures may not add up to 100% or ± 100 of 11,048/9,967 (± 50 of 2,895/2,353 for top 20% most deprived wards) as a result of grossing and rounding

Note: * indicates responses represent less than 1% of the total

Note: # indiccates fewer than 100 staff (fewer than 50 staff in top 20% most deprived wards)

Table 6.5: **Levels of Qualifications Held By Supervisors and Other Paid Childcare Staff Combined**

	Total 2003		Total 2001[1]		Change 2003/2001		Top 20% most deprived wards[2]	
	%	No.	%	No.	±%	±No.	%	No.
Highest Qualification Level								
Any Level 1	2	400	N/A	N/A	N/A	N/A	4	200
Any Level 2	19	4,000	18	4,100	+1	−100	19	1,000
Any Level 3	28	5,900	31	7,200	−3	−1,300	32	1,700
Any Level 4 or 5	2	500	3	700	−1	−200	3	150
Other[2]	1	300	9	2,000	−8	−1,700	1	50
No qualification	41	8,600	39	9,000	+8	+800	35	1,850
Don't know/no answer	6	1,200					7	350
At least Level 2	49	10,400	52	12,000	−3	−1,600	54	2,800
At least Level 3	31	6,500	34	7,900	−3	−1,400	35	1,800

Some figures have changed due to anomalies corrected since publication of the 2001 survey

Source: MORI

Base : All supervisors and other paid childcare staff (2003 – unweighted 4,048, weighted and grossed 21,015; 2001 – unweighted 4,056, weighted and grossed 23,206)

Base : [1] All supervisors and other paid childcare staff in the top 20% most deprived wards (unweighted 1,034 weighted and grossed 5,248)

Note: [2] 'other' includes no relevant qualifications and those that do not fit within the QCA qualification framework.

Note: Table percentages and figures may not add up to 100% or + 100 of total base (+ 50 of the base for top 20% most deprived wards) as a result of grossing and rounding

Note: * indicates responses represent less than 1% of the total

Note: # indicates fewer than 100 staff (fewer than 50 staff in top 20% most deprived wards)

QUALIFICATIONS BEING WORKED TOWARDS

6.15   Findings from this section are summarised in tables 6.6 to 6.10 below.

QUALIFICATIONS AMONG STAFF AS A WHOLE

6.16   Amongst paid childcare staff as a whole, a third were currently working towards a new qualification (34%), but most were not (61%).

6.17   Staff were most likely to be working towards a Level 3 qualification (19%).

6.18   Paid staff working at out of school clubs based in the North East and Yorkshire and Humberside were most likely to be working towards a qualification (40% in each area), whilst lower than average proportions were doing so in the East of England (27% compared with an average of 34%).

Table 6.6:   **Qualifications Currently Working Towards Among All Paid Staff (including senior manager)**

	Total 2003		Top 20% most deprived wards[1]	
	%	No.	%	No.
Highest qualifications[2]				
NVQ in Early Years/Childcare and Education/ Work with Children and Young People – Level 3	5	1,200	4	300
NVQ in Playwork – Take 10 for Play/Diploma in Playwork – Level 3	4	1,000	6	400
Caring for Children/NVQ in Early Years Care/ Childcare/3240/Foundation Award – Level 2	3	700	4	250
Playwork/NVQ in Playwork/Take 10 for Play – Level 2	4	900	4	250
Advanced certificate in Playgroup Practice – Level 3	3	700	3	200
Advanced Award in Working with Children – Level 3	2	400	2	100
Nursery Nursing Diploma/National – Level 3	2	400	3	200
Early Years/Childcare Practice/Education/Childhood Studies – Level 2 (BTEC, NVQ, progression, award, diploma, certificate)	2	400	3	200
National Certificate in Early Years/Early Childhood Studies – Level 3 (BTEC, National Diploma, Higher National Certificate, Intermediate award)	2	500	2	100
Degree (PGCE/Bed/Childhood Studies)	1	200	1	#
Highest Qualification Level				
Any Level 1	1	200	1	100
Any Level 2	10	2,600	13	800
Any Level 3	19	4,800	22	1,400
Any Level 4	3	800	3	200
Any Level 5	*	100	*	#
Other[3]	1	200	*	#
No qualification	61	15,500	54	3,450
Don't know/no answer	5	1,400	6	400
At least Level 2	32	8,200	38	2,400
At least Level 3	22	5,700	25	1,600

Source: MORI

Base 2003: All paid staff in out of school clubs (unweighted 4,898, weighted and grossed 25,549)

Base: [1] All paid childcare staff in out of school clubs in the top 20% most deprived wards (unweighted 1,249, weighted and grossed 6,352)

Note: [2] Only mentions of 1% or over are shown. Combined figures for all paid childcare staff are not available from 2001

Note: [3] 'other' includes no relevant qualifications and those that do not fit within the QCA qualification framework

Note: Table percentages and figures may not add up to 100% or ± 100 of 25,549 (± 50 of 6,352, for top 20% most deprived wards) as a result of grossing and rounding

Note: * indicates responses represent less than 1% of the total

Note: # indicates fewer than 100 staff (fewer than 50 staff in top 20% most deprived wards)

QUALIFICATIONS BY TYPE OF STAFF

SENIOR MANAGERS

6.19 A third of senior managers were working towards a qualification (31%), a similar proportion to 2001 (33%).

6.20 A wide range of qualifications were being worked towards, with a quarter (25%) working towards a Level 3 qualification or higher.

SUPERVISORS

6.21 Around a third of supervisory staff were currently working towards a new qualification (35%), rising to two in five in the 20% most deprived wards (41%). A quarter were working towards at least a Level 3 qualification (24%).

OTHER PAID CHILDCARE STAFF

6.22 Around a third of other paid childcare staff were working towards a relevant qualification (35%), rising to almost half in the 20% most deprived wards (43%). One in five were working towards at least a Level 3 qualification (18%).

SUPERVISORS AND OTHER PAID CHILDCARE STAFF COMPARISONS WITH 2001

6.23 A higher proportion of supervisors and other paid childcare staff combined were working towards qualifications than in 2001. One in five were working towards a Level 3 qualification (19% up from 14% in 2001) and one in ten working towards a Level 2 qualification (12% compared to 8% in 2001).

Table 6.7: **Qualifications Currently Working Towards**

	Senior Manager		Supervisors		Other Paid Staff	
	%	No.	%	No.	%	No.
Highest qualifications[1]						
NVQ in early years/Childcare and Education/work with children and young people – Level 3	5	200	5	600	4	400
Nursery Nursing Diploma/National – Level 3	–	–	–	–	3	300
National Certificate in Early Years/Early Childhood Studies/Early Childhood Studies – Level 3	–	–	2	200	2	200
Advanced Award in Working with Children	–	–	2	200	–	–
Caring for children/NVQ in Early Years Care/Childcare/3240/foundation award – Level 2	–	–	2	300	4	400
Early years childcare – practice/education/childhood studies – Level 2	–	–	2	200	2	200
NVQ in Playwork – Take 10 for play/Diploma in Playwork	5	200	4	400	4	400
Advanced Certificate in Playgroup Practice	4	200	3	400	2	200

Source: MORI

Base: All paid staff in out of school clubs (unweighted 4,898, weighted and grossed 25,549)

Note: Only mentions over 1% are shown. Direct comparisons with 2001 figures are not possible due to the different groupings of qualifications

Note: Table percentages and figures may add up to ±1% of 100% or ± 100 of the total base as a result of grossing and rounding

Note: * indicates responses represent less than 1% of the total

Note: # indicates fewer than 100 staff

Table 6.8: **Level of Qualifications Currently Working Towards Among Senior Managers**

Highest Qualification Level	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
	%	No.	%	No.	±%	±No.	%	No.
Any Level 1	*	#	N/A	N/A	N/A	N/A	1	#
Any Level 2	4	200	3	200	+1	0	3	50
Any Level 3	19	900	16	800	+3	+100	19	200
Any Level 4 or 5	6	300	5	300	+1	0	5	50
Other[2]	2	100	6	300	−4	−200	1	#
No qualification	69	3,100	67	3,300	+2	−200	70	800
At least Level 2	29	1,300	24	1,200	+5	+100	27	300
At least Level 3	25	1,100	21	1,000	+4	−1,000	24	300

Some figures have changed due to anomalies corrected since publication of the 2001 survey

Source: MORI

Base: All senior managers (2003 – unweighted 850, weighted and grossed 4,534; 2001 – unweighted 850, weighted and grossed 4,900)

Base: [1] All senior managers in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)

Note: [2] 'other' includes no relevant qualifications and those that do not fit within the QCA qualification framework.

Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534 (± 50 of 1,105 for top 20% most deprived wards) as a result of grossing and rounding

Note: * indicates responses represent less than 1% of the total

Note: # indicates fewer than 100 staff (fewer than 50 staff for the top 20% most deprived wards)

Table 6.9: **Level of Qualifications Currently Working Towards Among Supervisors and Other Paid Childcare Staff**

| | Supervisors[1] | | | | Other Paid Childcare Staff[2] | | | |
| | Total 2003 | | Top 20% most deprived wards | | Total 2003 | | Top 20% most deprived wards | |
	%	No.	%	No.	%	No.	%	No.
Highest Qualification Level								
Any Level 1	1	100	1	50	1	100	2	50
Any Level 2	9	1,000	12	350	14	1,400	18	400
Any Level 3	20	2,200	22	600	17	1,700	24	550
Any Level 4 or 5	4	400	5	150	1	100	*	#
Other[3]	1	100	*	#	1	100	*	#
No qualification	57	6,300	51	1,500	61	6,000	50	1,200
Don't know/no answer	8	900	8	250	4	400	7	150
At least Level 2	33	3,600	39	1,100	33	3,300	42	1,000
At least Level 3	24	2,700	27	800	18	1,800	24	550

Source: MORI

Base:[1] All supervisors (unweighted 2,116, weighted and grossed 11,048; for the top 20% most deprived wards unweighted 576, weighted and grossed 2,895)

Base:[2] All other paid childcare staff (unweighted 1,882, weighted and grossed 9,967; all other paid childcare staff in the top 20% most deprived wards unweighted 458, weighted and grossed 2,353)

Note:[3] 'other' includes no relevant qualifications and those that do not fit within the QCA qualification framework

Note: Table percentages and figures may not add up to 100% or ± 100 of the total base (± 50 of the base for top 20% most deprived wards) as a result of grossing and rounding

Note: * indicates responses represent less than 1% of the total

Note: # indicates fewer than 100 staff (fewer than 50 staff for the top 20% most deprived wards)

Table 6.10: **Level of Qualifications Currently Working Towards Among Supervisors and Other Paid Childcare Staff Combined**

	Total 2003		Total 2001[1]		Change 2003/2001		Top 20% most deprived wards[2]	
	%	No.	%	No.	±%	±No.	%	No.
Highest Qualification Level								
Any Level 1	1	200	N/A	N/A	N/A	N/A	2	100
Any Level 2	12	2,400	8	1,900	+4	+500	14	750
Any Level 3	19	3,900	14	3,200	+5	+700	23	1,150
Any Level 4 or 5	2	500	2	400	0	+100	3	150
Other[2]	1	200	6	1,300	−5	−1,100	*	#
No qualification	59	12,300	70	16,300	−5	−2,700	51	2,700
Don't know/no answer	6	1,300					7	400
At least Level 2	33	6,800	24	5,500	+9	+1,300	40	2,050
At least Level 3	21	4,400	16	3,600	+5	+800	26	1,300

Source: MORI

Base: All supervisors and other paid childcare staff (2003 – unweighted 4,048 weighted and grossed 21,015; 2001 – unweighted 4,056, weighted and grossed 23,206)

Base: [1] Some figures have changed due to anomalies corrected since the 2001 Workforce publication

Base: [2] All supervisors and other paid childcare staff in the top 20% most deprived wards (unweighted 1,034, weighted and grossed 5,248)

Note: [2] 'other' includes no relevant qualifications and those that do not fit within the QCA qualification framework

Note: Table percentages and figures may not add up to 100% or ± 100 of 21,015 (± 50 of 5,248 for top 20% most deprived wards) as a result of grossing and rounding

Note: * indicates a response less than 1%

Note: # indicates fewer than 100 staff (fewer than 50 staff in top 20% most deprived wards)

QUALIFICATIONS REQUIRED WHEN RECRUITING CO-ORDINATORS

6.24 Three in five senior managers had been required to have relevant qualifications to working with young people when they were recruited (60%).

NVQ ASSESSORS

6.25 Fifteen per cent of senior managers were NVQ assessors, rising to a quarter in the South West (25%) and one in five in the West Midlands. Those in the East of England were the least likely to be NVQ assessors (7%).

6.26 Senior managers in settings with over 50 places for 0-7 year olds were more likely than average to be NVQ assessors (23%).

Table 6.11: **Proportion of Senior Managers who are/are not NVQ Assessors**

	Total 2003		Top 20% most deprived wards[1]	
	%	No.	%	No.
Base: All respondents				
Yes – an NVQ assessor	**15**	**700**	12	150
No – not an NVQ assessor	**85**	**3,900**	88	1,000
Don't know	*	#	*	#

Source: MORI
Base: All out of school clubs (2003- unweighted 850, weighted and grossed 4,534)
Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)
Note: Table percentages and figures may add up to ±1% of 100% or ± 100 of 4,534 (± 50 of 1,105 for top 20% most deprived wards) as a result of grossing and rounding
Note: * indicates a response less than 1%
Note: # indicates fewer than 100 providers (fewer than 50 providers for the top 20% most deprived wards)

7 Recruitment and Retention

- In total, around 8,200 paid childcare staff were recruited in the last 12 months. This gave an overall recruitment rate of 36%.

- Adverts in the local press (64%) and word of mouth (59%) were the most common methods of recruiting new staff.

- Two in five (45%) out of school clubs had had a great deal or a fair amount of difficulty in recruiting staff in the last 12 months.

- The average length of service amongst all paid staff at their current setting was three years and two months, rising to five years and three months for senior managers.

- As in 2001, just over half of settings (54%) had lost at least one paid member of staff in the previous 12 months, with a total of 5,200 staff leaving across all settings.

- Of those who left the organisation in the last 12 months, it was believed that two in five (43%) obtained other posts in the childcare sector; just over one quarter (29%) went to jobs in other sectors and one in eight (13%) didn't take up any other employment.

- The staff turnover rate across the whole sector was 23%, similar to 2001.

- Employment growth dropped to 13%, down from 32% in 2001.

INTRODUCTION

7.1   This final chapter of the report sets out the staffing issues for out of school clubs. This is split into two main sections:

- Recruitment: total staff recruited and by type, recruitment methods and difficulties
- Retention issues: length of service, staff retention and turnover.

RECRUITMENT

7.2   Information relating to this section is summarised in Tables 7.1 to 7.3.

LEVELS OF RECRUITMENT

OVERVIEW ACROSS ALL STAFF

7.3   The total number of staff recruited in the past twelve months was 8,200. This marks a fall from 12,000 in 2001. However, the recruitment rate fell from 56% to 36%[14].

7.4   The recruitment rate rose as high as 51% in the East Midlands, although in the East of England, North East and North West it was lower than average (28%, 29% and 28% respectively).

SENIOR MANAGERS

7.5   Eight per cent of senior managers had been recruited in the past year, around 300 individuals. This shows a fall from 2001, where 700 senior managers were recruited (14%).

SUPERVISORS AND OTHER PAID CHILDCARE STAFF

7.6   In the past year, just over a third (36%) of out of school clubs recruited at least one supervisor. An average of 0.73 new supervisors per setting were recruited, a total of 3,300 individuals.

7.7   Again, out of school clubs in the East Midlands had higher than average recruitment levels, with 48% of settings recruiting at least one supervisor in the past twelve months. The proportion was lower in the North West (32%), West Midlands (33%) and the East of England (34%).

7.8   Larger organisations (with over 50 places) and those that had been operating for under two years were also more likely to have recruited supervisors in the last year (45%).

7.9   Just under half (43%) of out of school clubs had recruited any other childcare staff in the past year, with an average of 1.01 per setting.

7.10   This was broadly consistent across the regions, with the exception that recruitment was less common in London (34% of organisations recruited other childcare staff) and more common than average in the West Midlands (49%).

7.11   Reflecting the pattern of recruiting supervisors, larger settings were more likely to recruit other childcare staff than smaller settings. Half of those with 50 or more places had recruited, compared with just over a third of those with under 30 places (49% and 38% respectively).

7.12   The total number of supervisors and other childcare staff recruited was 7,900, a decrease of 3,400 since 2001. The average number recruited had dropped from 2.31 per setting to 1.74 per setting.

[14]   This is calculated by dividing the total number recruited by total currently employed less the difference between those recruited and those leaving their current employment. It should be noted that this recruitment rate therefore includes the 'churn within the sector' as well as staff being recruited to the sector.

Table 7.1: **Proportion of Out of School Clubs Recruiting New Staff**

	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
	%	No.	%	No.	±%	±No	%	No.
All paid staff (including senior manager)								
Total number recruited	**8,200**		12,000		−3,800		2,400	
Recruitment rate[2]	**36**%		56%		−20		46%	
Senior Manager								
Joining in the last 12 months	**8**	**300**	14	700	−6	−400	10	100
Supervisors[3]								
Any	**36**	**1,600**	–	–	–	–	43	500
None	**63**	**2,900**	–	–	–	–	56	600
Average number recruited	**0.73**		–		–		0.96	
Estimated number recruited	**3,300**		–		–		1,050	
Other paid childcare staff								
Any	**43**	**2,000**	–	–	–	–	44	500
None	**56**	**2,500**	–	–	–	–	56	600
Average number recruited	**1.01**		–		–		1.12	
Estimated number recruited	**4,600**		–		–		1,250	
Supervisors and other childcare staff combined								
Average number recruited	**1.74**		2.31		−0.57		2.08	
Estimated number recruited	**7,900**		11,300		−3,400		2,300	

Source: MORI

Base: All paid staff in out of school clubs (2003 – unweighted 4,898, weighted and grossed 25,549; 2001 – unweighted NA, weighted and grossed 28,100)

Base: [1] All paid staff in out of school clubs in the top 20% most deprived wards (unweighted 1,249, weighted and grossed 6,352)

Note: [2] This is calculated by dividing the total number recruited by total currently employed less the difference between those recruited and those leaving their current employment

Note: [3] Comparisons between 2001 and 2003 figures for supervisors and other paid childcare staff is not possible due to the change in definitions, therefore these are shown combined

Note: Table percentages and figures may not add up to 100% or ± 100 of 25,549 (±50 of 6,352 for top 20% most deprived wards) as a result of grossing and rounding

RECRUITMENT METHODS

7.13 Advertising in the local press was the most common method of recruitment (mentioned by 64%).

7.14 Word of mouth, adverts in schools/on-site and Job centre/New Deal Scheme were also frequently mentioned (59%, 49% and 42% respectively).

7.15 There were regional differences, with the Job centre/New Deal Scheme being particularly popular in Yorkshire and Humberside and the North East (59% in both cases). Settings in the top 20% most deprived wards were also more likely to use the Job centre/New Deal Scheme (50%). London settings were more likely than average to use the LEA/Local Authority (47% compared with 29% overall), open days (20% compared with 10% overall) and recruitment fairs (16% versus 7% overall), and also the national press (5% compared with 1% overall).

7.16 Settings in low density areas were more likely than average to place adverts in JobCentre/New Deal Scheme (50% compared with 42% overall).

Table 7.2:   **Recruitment Methods**

	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
	%	No.	%	No.	±%	±No	%	No.
Recruitment methods[2]								
Word of mouth	59	2,700	78	3,800	−19	−1,100	53	600
Adverts in local press	64	2,900	73	3,600	−9	−700	64	700
Parents of children catered for	29	1,300	52	2,500	−23	−1,200	27	300
Adverts at school/on site	49	2,200	0	0	+48	+2,200	42	450
Ad hoc CVs/applications sent to you	33	1,500	0	0	+34	+1,500	31	350
Job Centre/New Deal Scheme	42	1,900	61	3,000	−18	−1,100	50	550
LEA/Local Authority/ Council jobs bulletin	29	1,300	0	0	+30	+1,300	33	350
Colleges	30	1,400	49	2,400	−18	−1,000	29	300
Open days	10	500	28	1,400	−18	−900	10	100
Recruitment fairs	7	300	16	800	−9	−500	9	100
Internet	4	200	0	0	+4	+200	2	#
National press	1	#	0	0	+1	+#	2	#
Other	5	200	0	0	+5	+200	4	50
None of these	5	300	0	0	+5	+200	8	100
Don't know	1	#	0	0	+1	+#	1	#

Source: MORI

Base: All out of school clubs (2003 – unweighted 850, weighted and grossed 4,534; 2001 – unweighted 850, weighted and grossed 4,900)

Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)

Note: [2] The question allowed multiple responses, therefore totals may add up to over 100%. In addition 'LEA/Local Authority/Council jobs bulleting', 'ad-hoc CV's sent to you' and 'adverts at school/on-site' were not read out in 2001

Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534 (±50 of 1,105 for top 20% most deprived wards) as a result of grossing and rounding

Note: # indicates fewer than 100 providers in England (fewer than 50 providers in top 20% most deprived wards)

RECRUITMENT DIFFICULTIES

7.17   Just under half of out of school clubs had had difficulty recruiting staff over the previous year (45%).

7.18   The greatest difficulties lay with recruiting supervisors (75%); a further two thirds had had difficulty recruiting other paid childcare staff (68%).

7.19   There were a range of reasons for difficulty with recruitment cited, with the most common problems being:

- Candidates wanting to work different hours from those offered (43%)
- Too few applicants (42%)
- No qualified applicants (36%)
- Too few applicants with the right experience (24%).

Table 7.3: **Recruitment Difficulties**

	Total 2003 %	Total 2003 No.	Total 2001 %	Total 2001 No.	Change 2003/2001 ±%	Change 2003/2001 ±No.	Top 20% most deprived wards[1] %	Top 20% most deprived wards[1] No.
Extent of difficulties in last 12 months								
A great deal	26	1,200	-	-	-	-	22	250
A fair amount	19	800	-	14	150	-	-	-
Not very much	6	250	-	-	-	-	6	50
Not at all	31	1,400	-	-	-	-	37	400
Not applicable/ have not tried to recruit	18	800	-	-	-	-	20	200
Don't know	1	100	-	-	-	-	2	#
Out of School Clubs with recruitment difficulties[2]								
Yes -		49	2,400				-	-
No -		51	2,500				-	-
Types of staff had difficulty recruiting[3]								
Supervisors	75	1,500					83	350
Other paid childcare staff	68	1,400					66	250
Senior Manager	2	#					2	#
Other	7	100					11	#
Difficulties encountered[3]								
Candidates wanting to work different hours from those offered	43	900	19	500	+24	+400	34	150
Too few applicants	42	900	50	1,200	-8	-300	27	100
No qualified applicants	36	700	27	600	+9	+100	38	150
Too few applicants with the right experience	24	500	28	700	-4	-200	30	100
Provider couldn't afford wages required by applicant	12	300	12	300	0	0	16	50
Competition from other childcare/early years settings	4	#	0	0	+4	+#	4	#
Competition from other types of work	1	#	0	0	+1	+#	4	#
Other	14	300	0	0	+18	+400	17	50

Source: MORI

Base: All out of school clubs (2003 – unweighted 850, weighted and grossed 4,534; 2001 – unweighted 850, weighted and grossed 4,900)

Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)

Note: [2] 2001 respondents were asked whether or not they had had any difficulties in recruitment rather than the extent of any problems

Base: [3] All that had any difficulties (unweighted 389, weighted and grossed 2,019; for top 20% most deprived wards unweighted 85, weighted and grossed 398). Comparisons with 2001 data on problems recruiting supervisors and other paid childcare staff are unavailable due to the change in definitions of supervisors and other paid childcare staff

Note: # indicates fewer than 100 providers in England (fewer than 50 providers for the top 20% most deprived wards)

Note: Table percentages and figures may not add up to 100% or ± 100% or ± 100 of 4,534 (± 50 of 1,105 for top 20% most deprived wards) as a result of grossing and rounding

RETENTION ISSUES

Information relating to this section is summarised in Tables 7.4 to 7.5.

LENGTH OF SERVICE

7.20 The average length of service amongst all paid staff at their current setting was three years and two months.

7.21 The average length of service amongst senior managers was five years and three months, a rise of nine months since 2001.

7.22 Amongst other paid staff (excluding senior managers), the average length of service at their current setting was two years and eight months. Over half had worked at their current setting for two years or less (58%), while two fifths (39%) had worked there between three and ten years.

7.23 The average length of service in the top 20% most deprived wards amongst all paid staff was slightly higher than the overall average (three years and three months).

Table 7.4:   **Length of Employment**

	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
	%	No.	%	No.	±%	±No.	%	No.
Length of service – all paid staff								
Less than 1 year	17	4,300	-	-	-	-	15	1,000
1-2 years	36	9,200	-	-	-	-	39	2,500
3-4 years	20	5,200	-	-	-	-	21	1,300
5 years of more	24	6,000	-	-	-	-	23	1,500
Don't know	3	800	-	-	-	-	2	100
Average length of service	3 years and 2 months		NA		NA		3 years and 3 months	
Length of service – senior manager								
Less than 1 year	8	300	14	700	-6	-400	10	100
1-2 years	24	1,100	25	1,200	-1	-100	21	250
3-4 years	21	1,000	24	1,200	-3	-200	22	250
5-10 years	34	1,600	29	1,400	+5	+200	31	350
11-20 years	11	500	8	400	+3	+100	12	150
21 or more	1	#	1	#	0	0	2	#
Don't know	1	#	0	0	+1	+#	2	#
Average length of service	5 years and 3 months		4 years and 6 months		Plus 9 months		5 years and 5 months	
Length of service – all paid staff (excluding senior manager)								
Less than 1 year	19	3,900	29	7,800	-10	-3,900	17	900
1-2 years	39	8,100	25	7,100	+14	+1,000	43	2,250
3-4 years	20	4,200	17	4,900	+3	-700	20	1,100
5 years of more	19	4,000	13	3,600	+6	+400	18	1,000
Don't know	4	800	0	0	+4	+800	2	100
Average length of service	2 years and 8 months		NA		NA		2 years and 8 months	

Source: MORI

Base: All paid staff in out of school clubs (2003 – unweighted 4,898, weighted and grossed 25,549; 2001 – weighted and grossed 28,100)

Base: [1] All paid staff in out of school clubs in the top 20% most deprived wards (unweighted 1,249 weighted and grossed 6,352)

Note: Table percentages and figures may not add up to 100% or ± 100 of 25,549 (±50 of 6,352 for top 20% most deprived wards as a result of grossing and rounding

Note: # indicates fewer than 100 staff (fewer than 50 staff in top 20% most deprived wards)

ANNUAL LOSSES

7.24 The proportion of settings suffering staff losses in the last twelve months remained similar to 2001 with 54% of settings having had at least one member of paid staff leave. However, the average number of staff leaving per setting had risen from 1.1 in 2001 to 1.2 in 2003. This represents around 5,200 individuals, the same as 2001.

7.25 Settings in the South East of England were the most likely to have lost staff in the past year (61%).

7.26 Larger settings with 50 or more places for 0-7s were also more likely to have staff leave than smaller settings with fewer than 30 places (62% compared with 49%).

DESTINATION OF STAFF WHO LEFT

7.27 Of those staff who left their employment in the last year, it was believed that:

- Just under half (43%) stayed within the childcare and early years sector (around 2,200 individuals)

- Just over a quarter (29%) went to jobs outside the sector (around 1,500 individuals)

- One in ten (13%) did not take up any other employment (around 700 individuals).

STAFF TURNOVER

7.28 Looking at the total number of employees being recruited and the number leaving the sector enables us to express the turnover rate for the sector and the rate[15] of employment growth[16].

7.29 The average turnover rate was 23%, similar to 2001 (25%).

7.30 Overall employment growth was 13%, which was significantly down from 2001 (32%).

---

[15] This is calculated by dividing the total number leaving their employment by the total currently employed less the difference between those recruited and those leaving their current employment. It should be noted that this turnover rate therefore includes the 'churn within the sector' as well as staff leaving the sector.

[16] This is calculated by dividing the net change in staff by the total currently employed less the difference between those recruited and those leaving their current employment. It should be noted that this growth rate therefore includes the 'churn within the sector' as well as staff leaving the sector.

Table 7.5: **Numbers and Destination of Staff Losses**

	Total 2003		Total 2001		Change 2003/2001		Top 20% most deprived wards[1]	
	%	No.	%	No.	±%	±No.	%	No.
Numbers of staff leaving in previous 12 months								
Any	54	2,500	54	2,600	0	-100	56	600
None	46	2,100	45	2,200	+1	-100	44	500
1-2	42	1,900	43	2,100	-1	-200	46	500
3-4	9	400	8	400	+1	0	7	100
5+	4	200	3	100	+1	+100	4	#
Don't know	2	#	0	0	+2	#	2	#
Average number of staff leaving per setting	1.16		1.07		+0.9		1.20	
Total number of staff leaving	5,200		5,200		0		1,300	
Destination of staff that have left in the last 12 months[2]								
Childcare or early years education sector	43	2,200	37	1,900	+6	+300	49	650
Outside childcare or early years education sector	29	1,500	11	600	+18	+900	21	300
Didn't obtain another job	13	700	27	1,400	-14	-700	15	200
Don't know	16	800	-	-	-	-	16	200
Turnover								
Turnover rates	23	25	-2	25				
Employment growth	13	32	-19	21				

Source: MORI

Base: All out of school clubs (2003 – unweighted 850, weighted and grossed 4,534; 2001 – unweighted 850, weighted and grossed 4,900)

Base: [1] All out of school clubs in the top 20% most deprived wards (unweighted 215, weighted and grossed 1,105)

Base: [2] All staff leaving their employment in the last 12 months (2003 – unweighted 987, weighted and grossed 5,168; 2001 – unweighted NA, weighted and grossed 5,243; for top 20% most deprived wards unweighted 473, weighted and grossed 1,294. In 2001, no don't know code was included, therefore percentages do not add to 100%

Note: Table percentages and figures may not add up to 100% or ± 100 of 4,534/5,168 (± 50 of 1,105/1,294 for top 20% most deprived wards) as a result of grossing and rounding

Note: # indicates fewer than 100 providers in England (fewer than 50 providers for the top 20% most deprived wards)

Appendix A:
Technical Details

SAMPLE SOURCES

EARLY YEARS

The sample frame for the surveys of early years providers – nursery schools, primary schools with nursery and reception classes, and primary schools with reception classes – comprised of all relevant providers on the DfES Edubase of all education establishments in the UK. The database provided was current at 13 November 2002. Establishments that had taken part in other research for DfES recently were excluded from the sample frame.

Audiences were defined as follows:

- Nursery schools: all nursery schools;

- Primary schools with nursery and reception classes: primary schools coded as having nursery classes, and primary schools that were not flagged as having nursery classes on the database but where the lowest age of pupils was 3 years[1];

- Primary schools with reception classes: primary schools coded as having no nursery classes, and where the lowest age of pupil was 4 or 5.

CHILDCARE

The main sample frame for childcare audiences – childminders, full daycare providers, playgroups, out of school clubs and holiday clubs – comprised of all relevant providers on the Childcarelink database held by Opportunity Links. The database was current at 7 December 2002.

However, Childcarelink was not felt to contain details of all providers in all parts of the country. Therefore some individual Childcare Information Services (CISs) were contacted to obtain further leads. Additional contact details were obtained and included in the sample frame from: Essex, Dudley, Medway and Leeds.

Before drawing the sample, all childcare providers who had not given consent for their contact details to be made available for research were excluded from the sample frame.

It should be noted that the day nursery[2] (full daycare) audience was actually defined as including several types of providers on the Childcarelink database: full-day nurseries; combined nursery centres; extended day playgroups; early excellent centres and private nursery schools. This was to bring the audience definition in line with the National Daycare Standards category "full daycare" which will define the audience for future surveys.

---

[1] Calls were made to several schools where this applied, and all were found to have nursery classes

[2] Only 3 'others' were captured in the new categories, less than 1% of the overall total number of interviews in full daycare

In the 2001 survey, this audience was only comprised of two categories: day nurseries and private nursery schools. However, findings from 2002/03 have been analysed focusing on just the two categories surveyed last year – day nurseries and private nursery schools – to allow comparison with findings from the 2001 survey.

For both childcare and early years audiences, the profile of the universe and populations (after certain records had been excluded) were checked, in terms of level of rurality, and levels of deprivation according to the Index of Multiple Deprivation (IMD), in order to maintain the representativeness of the population. They were found to be similar.

SAMPLING

Target sample sizes were 850 for all audiences except nursery schools. For nursery schools, a target of 200 interviews was set, reflecting that only 245 sample leads were available (all available leads were issued for fieldwork for this audience).

Sampling for early years audiences was conducted by MORI, whilst sampling for childcare audiences was carried out by Opportunity Links, with input from MORI.

For all audiences (except nursery schools), the sample was stratified by region in such a way as to equalise reliability of findings in each area. Samples for early years audiences were then ordered, within each region, by local authority area, and then by level of deprivation, level of rurality and number of children, before leads were selected at random.

Samples for childcare audiences were ordered, within each region, by childcare information service area, and then level of deprivation and level of rurality, before leads were selected at random.

For early years audiences, sufficient leads were drawn to allow for a response rate of 70% assuming that 100% of leads were eligible. For day nursery and playgroup audiences, sufficient leads were drawn to allow for an eligibility rate of 90% and a response rate of 80%. For childminders, and out of school clubs sufficient leads were drawn to allow for an eligibility rate of 80% and a response rate of 80%. For holiday schemes, sufficient leads were drawn to allow for an eligibility rate of 80% and a response rate of 60%.

In addition, some reserve sample was drawn in advance for contingency.

Some broad quotas were also set to monitor the profile of the achieved sample by level of deprivation, and level of rurality.

QUESTIONNAIRE DESIGN AND PILOTING

One core questionnaire was used for all audiences, except childminders who had a different questionnaire. In addition, the questionnaire was versioned somewhat between early years and childcare audiences.

In the main, the survey replicated the questionnaire from the 2001 survey to allow comparability of findings. However, it was up-dated, developed and fine-tuned by MORI in close consultation with colleagues at DfES.

A pilot was conducted in November 2002 to test the questionnaire wording and interview length, and the final questionnaires incorporated some minor changes to address issues emerging from the pilot.

FIELDWORK AND SURVEY ADMINISTRATION

Prior to fieldwork, all organisations in the samples were mailed an advance letter explaining about the survey and encouraging participation. In addition, for all audiences except childminders, a form was enclosed prompting respondents to collect information about staff qualifications and pay prior to the interview.

The survey interviews were conducted by telephone using CATI (computer assisted telephone interviewing) by MORI Telephone Surveys. Fieldwork for early years audiences was conducted during the period 9 December 2002 and 11 March 2003. Fieldwork for day nurseries, playgroups and out of school clubs was conducted during the period 14 February – 2 April 2003. Fieldwork among childminders was conducted from 7 February to 11 March and holiday schemes during the Easter holidays and the two weeks following, 14 April – 12 May 2003.

In order to maximise response rates, all organisations were called at least 12 times or until a definite outcome was achieved. In addition, respondents who refused to be interviewed, were contacted a second time by a MORI Telephone Surveys Supervisor.

ACHIEVED SAMPLES AND RESPONSE RATES

Details of the number of interviews achieved, response rates, and outcomes for all sample leads are provided in the table below.

Response rates and sample outcomes by audience

	Nursery schools classes	Primary with nursery and reception classes	Primary with reception but no nursery	Play-groups	Child-minders	Full daycare	Out of school clubs	Holiday clubs
	N	N	N	N	N	N	N	N
Telephone numbers issued	245	1,325	1,229	1,383	1,440	1,238	1,396	1,711
Successful interviews	200	850	850	850	850	850	850	850
Unadjusted response rate	**82%**	**64%**	**69%**	**61%**	**59%**	**69%**	**61%**	**50%**
Unsuccessful:								
Bad numbers	4	9	2	70	52	50	191	191
Ineligible	5	29	18	70	149	76	259	375
Not available in fieldwork	1	30	6	4	2	6	11	23
Adjusted response rate	**85%**	**68%**	**71%**	**69%**	**69%**	**74%**	**75%**	**65%**
Refused/ stopped part way	6	191	214	132	131	198	126	116
No interview achieved after 12 calls/region, deprivation or rurality quota reached/ not needed	29	216	139	257	255	108	150	347

Source: MORI

DATA ANALYSIS AND WEIGHTING

Data analysis and weighting were carried out by MORI Telephone Surveys.

Questions where there were 10% or more "other" responses were also back-coded by MTS.

Data among all audiences was weighted by region to adjust for the regionally stratified sample design and to ensure that findings were representative of providers across England as a whole. In addition, figures were grossed up to the current estimated national totals of providers across the country.

- For early year's audiences, data are weighted and grossed using population and profile data from the DfES Edubase of all early years providers, current at 7 December 2002. However, adjustments were also made to the target population and profiles on a regional basis in light of findings from the survey on level of ineligibility within the sample. The proportion of leads found to be ineligible were: 4.0% among nursery schools; 5.1% among primary schools with nursery classes; 2.1% among primary schools with nursery and reception classes.

- For childcare audiences: day nurseries, playgroups and childminders data are weighted and grossed using population and profile data from Ofsted records as at January – March 2003. Some caution should be exercised when comparing 2003 to 2001 findings as different sources of data were used to inform the weighting and grossing of data each year.

- For out of school clubs and holiday schemes, data are weighted according to population and profile data from the Childcarelink database[3] as at 7 December 2002. For out of school clubs and holiday schemes, as with early years audiences, adjustments were made to the target population and profiles on a regional basis in light of findings from the survey on level of ineligibility within the sample (as data weighted back to ChildcareLink database rather than Ofsted). The proportion of leads found to be ineligible were: 18.6% among out of school clubs and 21.9% among holiday schemes.

- It should be noted that 2002/03 data for out of school clubs are representative of those held on the Opportunity Links database but that care should be taken when comparing with findings in 2001[4] as different sources of data were used to inform the weighting and grossing of data. The Opportunity Links database in 2002/03 is likely to be a less accurate source. Like the other childcare audiences, out of school clubs were weighted by region and also by whether single (out of school only) or dual provider to ensure aggregate data is representative and reflects the true profile of out of school clubs according to the ChildcareLink database as at 7 December 2002. Those out of school clubs with no paid staff were also excluded from interview.

- For holiday schemes there is no comparison to be made with 2001, as the data was neither weighted nor grossed in that year. It should be noted that 2002/03 data for holiday schemes are representative of those held on the Opportunity Links database but that this is likely to be a less accurate source than Ofsted. Like the other childcare audiences, holiday schemes were weighted by region and also by whether single

---

[3] This was because Ofsted records for out of school and holiday provision is combined and does not distinguish at a regional level between the two

[4] Out of school clubs weighted and grossed to Children's Day Care Facilities Survey March 2001

(holiday club only) or dual provider and by whether multi-provider to ensure aggregate data is representative and reflects the true profile of out of school clubs according to the ChildcareLink database as at 7 December 2002. Those holiday clubs with no paid staff or multi-provider duplicates were also excluded from interview.

The weighting process had an impact on the effective sample sizes of the eight audiences. The actual and effective sample sizes are provided in the table below.

Actual and Effective Sample Sizes

	Actual sample	Effective sample
	N	N
Nursery schools	200	199
Primary schools with nursery and reception classes	850	733
Primary schools with reception classes	850	726
Playgroups	850	745
Full daycare	850	777
Childminders	850	762
Out of school clubs	850	769
Holiday schemes	850	667

Source: MORI

Appendix B:
Summary of Key Data by Region and by Type of Area

	Total	East Midlands	East of England	London	Yorks & Humberside	North East	North West	South East	South West	West Midlands
Number of Places										
Number of providers	4,500	400	500	500	500	200	700	600	400	600
Number of places (0-7)	165,100	13,300	34,500	21,300	12,500	8,950	25,300	17,700	13,100	18,600
Number of enrolments (0-7)	163,400	13,500	16,900	20,900	16,800	8,900	23,500	24,200	16,900	21,900
Staff headcount										
Senior managers	4,500	400	500	550	500	250	700	600	450	600
Supervisory staff	11,100	1,000	1,200	1,750	1,200	650	1,600	1,200	1,200	1,400
Other paid childcare staff	10,000	700	1,400	1,050	750	550	1,600	1,400	1,050	1,450
Student volunteers	1,800	400	300	100	150	100	300	150	150	150
Other volunteers	2,100	300	150	300	100	#	350	400	300	100
Total workforce(1)	29,500	2,800	3,600	3,700	2,650	1,600	4,750	3,750	3,150	3,700
Total paid workforce(2)	25,500	2,100	3,100	3,300	2,400	1,400	3,900	3,200	2,700	3,500
Agency staff (% of providers using these)	10	9	10	16	6	20	8	9	9	10
Staff characteristics										
% male	9	9	8	20	5	8	6	12	8	5
% from an ethnic minority background	9	10	4	42	2	2	4	5	2	3
% with a disability	2	1	1	2	*	2	2	3	3	2
% Age up to 24 years	27	30	25	25	26	29	25	29	29	27
% 25 – 39 years	36	40	33	37	38	31	39	37	32	33
% 40 – 49 years	21	21	24	22	20	22	20	20	20	23
% 50+ years	12	9	14	12	8	11	13	11	13	16
All paid staff (average hours worked per week)	19	16	17	18	21	20	20	17	20	21
All staff paid annually (average annual pay – £'s)	5,000	6,750	3,300	9,500	5,250	4,900	2,200	7,550	5,900	1,700
All staff paid hourly (average hourly pay – £'s)	5.9	5.6	5.8	7.7	5.6	5.4	5.6	6.2	5.5	5.6

	Total	East Midlands	East of England	London	Yorks & Humberside	North East	North West	South East	South West	West Midlands
Length of service (in years)										
Senior managers	5	5	6	7	5	5	5	5	5	6
All paid staff (excluding senior manager)	3	3	3	3	3	3	3	3	2	3
All paid staff	3	3	3	4	3	3	3	3	3	4
Employment change										
Overall employee turnover rate(3)	23	25	18	28	29	19	18	28	25	19
Recruitment rate (4)	36	51	28	42	36	29	28	48	39	33
Employment growth(5)	13	25	10	14	7	10	10	19	14	14
Recruitment difficulty in last year	45	35	42	45	50	49	44	40	52	46
Qualifications & Training										
% of senior managers that are qualified to Level 3 or above	64	67	53	60	58	63	72	57	69	74
% of supervisors qualified to Level 3 or above	47	50	46	29	42	44	57	42	53	59
% of other paid childcare workers qualified to Level 2 or above	28	28	25	22	22	38	29	33	35	24
% of senior managers who are working towards a qualification	31	33	27	35	39	41	17	36	39	27
% of supervisors who are working towards a qualification	35	27	30	44	39	44	24	32	42	31
% of other paid childcare staff who are working towards a qualification	35	31	25	33	43	35	42	37	40	31
% of providers with training budgets	43	45	30	60	41	39	32	53	39	46
Average amount spent on training p.a.	860	633	1,347	2,043	646	401	337	731	809	382

Some figures have changed due to anomalies corrected since publication of the 2001 survey

Source: MORI

Note: [1] Total workforce – total number of senior managers, supervisory staff, other paid childcare staff, trainees/students and volunteers.

Note: [2] Total paid workforce – total number of senior managers, supervisory staff and other paid childcare staff

Note: [3] Overall employee turnover rate – This is calculated by dividing the total number leaving their employment by the total currently employed less the difference between those recruited and those leaving their current employment.

Note: [4] Recruitment rate – This is calculated by dividing the total number recruited by total currently employed less the difference between those recruited and those leaving their current employment.

Note: [5] Employment growth – This is calculated by dividing the net change in staff by the total currently employed less the difference between those recruited and those leaving their current employment.

Note: # indicates fewer than 100 staff.

Note: * indicates a response less than 1%

	Total	Low	Medium	High	Top 20% deprived
Number of Places					
Number of providers	4,500	1,600	1,400	1,500	1,100
Number of places (0-7)	165,100	46,700	63,400	55,000	40,000
Number of enrolments (0-7)	163,400	58,500	43,200	61,700	40,300
Staff headcount					
Senior Managers	4,500	1,600	1,400	1,500	1,100
Supervisory Staff	11,100	3,500	3,500	4,100	3,000
Other paid childcare staff	10,000	3,500	3,100	3,400	2,400
Student volunteers	1,800	700	500	650	700
Other volunteers	2,100	500	600	1,000	1,000
Total workforce(1)	29,500	9,800	9,000	10,700	8,050
Total paid workforce(2)	25,500	8,600	7,950	9,000	6,350
Agency staff (% of providers using these)	10	8	11	11	15
Staff characteristics					
% male	9	6	9	12	12
% from an ethnic minority background	9	2	10	15	18
% with a disability	2	2	2	2	2
% Age up to 24 years	27	22	28	29	26
% 25 – 39 years	36	34	39	35	40
% 40 – 49 years	21	23	21	20	21
% 50+ years	12	14	10	12	9
All paid staff (average hours worked per week)	19	18	18	12	20
All staff paid annually (average annual pay)	5,000	3,100	7,000	5,500	7,100
All staff paid hourly (average hourly pay)	5.9	5.8	6.0	6.0	6.0

	Total	Low	Medium	High	Top 20% deprived
Length of service (in years)					
Senior manager	5	5	5	6	6
All paid staff (excluding senior manager)	3	3	3	3	3
All paid staff	3	3	3	3	3
Employment change					
Overall employee turnover rate(3)	23	21	25	23	25
Recruitment rate (4)	36	35	36	38	46
Employment growth(5)	13	14	11	15	21
Recruitment difficulty in last year	45	49	42	42	36
Qualifications & Training					
% of senior managers that are qualified to Level 3 or above	64	60	66	66	68
% of supervisors qualified to Level 3 or above	47	51	46	45	48
% of other paid childcare workers qualified to Level 2 or above	28	25	28	31	34
% of senior managers who are working towards a qualification	31	33	31	30	30
% of supervisors who are working towards a qualification	35	31	38	33	41
% of other paid childcare staff who are working towards a qualification	35	33	37	34	43
% of providers with training budgets	43	36	47	48	42
Average amount spent on training p.a.	860	624	694	1,247	584

Source: MORI

Note: [1] Total workforce – total number of senior managers, supervisory staff, other paid childcare staff, trainees/students and volunteers.

Note: [2] Total paid workforce – total number of senior managers, supervisory staff and other paid childcare staff

Note: [3] Overall employee turnover rate – This is calculated by dividing the total number leaving their employment by the total currently employed less the difference between those recruited and those leaving their current employment.

Note: [4] Recruitment rate– This is calculated by dividing the total number recruited by total currently employed less the difference between those recruited and those leaving their current employment.

Note: [5] Employment growth – This is calculated by dividing the net change in staff by the total currently employed less the difference between those recruited and those leaving their current employment.

Appendix C: Statistical Reliability

SAMPLING TOLERANCE

Respondents represent only samples of total populations, so we cannot be certain that the figures obtained are exactly those we would have if everybody had taken part ("true values").

However, we can predict the variation between the sample results and the true values from knowledge of the size of the samples on which results are based and the number of times a particular answer is given. The confidence with which we make this prediction is usually chosen to be 95% – that is, the chances are 95 in 100 that the true value will fall within a specified range.

The table below illustrates the predicted ranges for different sample sizes and percentage results at the "95% confidence interval".

Size of sample on which survey result is based

Effective sample size	Approximate sampling tolerances applicable to percentages at or near these levels		
	10% or 90%	30% or 70%	50%
	±	±	±
50	8	13	14
100	6	9	10
200	4	6	7
400	3	5	5
800	2	3	4

For example, with a sample size of 200 where 30% give a particular answer, the chances are 19 in 20 that the true value – which would have been obtained if the whole population had been interviewed – will fall within the range of ±6 percentage points from the sample result i.e., between 24% and 36%.

COMPARING SUB-GROUPS

When results are compared between separate groups within a sample, the difference may be "real" or it may occur by chance (because not everyone in the population has been interviewed). To test if the difference is a real one, that is, if it is "statistically significant", we again have to know the size of the samples, the percentage of respondents giving a certain answer and the degree of confidence chosen.

If we assume a "95% confidence interval", the differences between the results of two groups must be greater than the values given in the table below:

Size of sample on which survey result is based

Effective sample size	Approximate sampling tolerances applicable to percentages at or near these levels		
	10% or 90%	30% or 70%	50%
	±	±	±
50 and 50	12	18	20
100 and 100	8	13	14
300 and 300	5	7	8
600 and 600	3	5	6

Appendix D: Questionnaire

CHILDCARE AND EARLY EDUCATION WORKFORCE SURVEY 2002/3 FINAL CHILDCARE (GROUP SETTINGS) QUESTIONNAIRE

Good morning/afternoon/evening. I'm from MORI, the Market Research company. Please could I speak to the senior manager of (CATI TO INSERT NAME OF PROVIDER) (that is the person with overall responsibility for running this provision)?

BY THE 8TH CALL BACK AND IN ORDER TO SECURE THE INTERVIEW WE CAN OFFER THE SENIOR MANAGER TO NOMINATE ANOTHER MANAGER OR SUPERVISOR TO RESPOND TO THE INTERVIEW.

We recently wrote to you explaining that we are carrying out a survey amongst childcare and early education providers on behalf of the DfES. The survey examines some the key characteristics of the sector and is an important resource for both national and local policy making. It also helps the DfES to monitor government targets in relation to qualifications and workforce growth and diversity.

Is now a convenient time?

Yes, continue	1
No, make appointment	2

DO NOT READ OUT

QA   INTERVIEWER CODE: Is interview with senior manager <u>or</u> delegated to other manager/supervisor.

Senior Manager/Head (person with overall responsibility for managing the organisation)	1	
Deputy manager/Other manager/Supervisor	2	ACCEPT AFTER 8TH CALL
Other (please write in)	3	

INTRODUCTION/ESTABLISHING IDENTITY OF PROVIDER

Q1. **Can I just check that you have received the letter and form from us asking you to prepare some information on staff qualifications and pay prior to this interview?**

Yes, and have completed it	1	
Yes, but have not yet completed it	2	GIVE OPTION TO CALL BACK WHEN READY AND/OR TO FAX NEW COPY OF FORM
No	3	

ASK ALL CHILDCARE PROVIDERS: (DERIVE FROM SAMPLE) NOT TO BE ASKED OF EARLY YEARS

Q2. **Can I just check that you offer one of the following types of childcare?**
READ OUT.

A	Play Group/Pre-school	1	(NB WE'VE SWAPPED CODES A AND B AROUND)
B	Day Nursery	2	
C	Private Nursery School	3	
D	Early Excellence Centre	4	
E	Extended day playgroup	5	
F	Combined nursery centre	6	
G	Out of school club – eg after-school/breakfast club	7	
H	Holiday club	8	
	Other (write in)	9	

NB: DON'T KNOW IS NOT PERMITTED

CATI CHECK IF Q2 MATCHES SAMPLE.

(FOR THE "FULL DAYCARE" SAMPLE, PLEASE CHECK TYPE AGAINST THE DETAILED COLUMNS FOR DN (Day nursery), PNS (private nursery school), EEC (Early excellence centre) EPG (Extended day playgroup) and CNC (Combined nursery centre).

IF Q2 DIFFERENT FROM SAMPLE

Q2.a **Our records indicate you provide** [text sub – insert from sample types (for the full daycare audiences insert the detailed names of types (eg "private nursery school, extended day playgroup and not the summary term "fulldaycare"], **can I just double check what you provide?**

Provision correct as stated at Q2	1	CONTINUE
Need to correct/amend Q2	2	AMEND Q2

NB: DON'T KNOW IS NOT PERMITTED

ELIGIBILITY CHECK:

FOR PLAYGROUPS: CONTINUE IF CODE "1" AT Q2, OTHERS CLOSE

FOR FULL DAYCARE GROUPS: CONTINUE IF <u>ANY</u> CODED 2-6. OTHERS CLOSE

FOR OUTOFSCHOOL: CONTINUE IF CODED "7". OTHERS CLOSE

FOR HOLIDAY PROVIDERS: CONTINUE IF CODED "8". OTHERS CLOSE.

ASK ALL CHILDCARE PROVIDERS: (DERIVE FROM SAMPLE)

Q3. **And can I just check, which of the following types of care you provide:**
READ OUT A-C. MULTICODE OK.

A	**Full daycare for children under 5** (by full-daycare we mean where care is provided for a continuous period of four hours or more).	1
B	**Sessional care for children under 5** (by sessional care we mean where a session is less than a continuous period of four hours in any day, with a break between sessions with no children in the care of the provider)	2
C	**Out of school care for school aged children** (this can be care before or after school, or during the school holidays).	3
	Other (WRITE IN AND CODE 4)	4

NB: DON'T KNOW IS NOT PERMITTED

ASK ALL MULTICODED AT Q2 **For the rest of the interview I would like you to talk about your (INSERT AS BELOW)......... only. (NB if your organisation has several branches, please focus on the site that you are at now.)**

INSERT:

FOR PLAYGROUPS "playgroup/pre-school"

FOR OUT OF SCHOOL CLUBS "out of school club"

FOR HOLIDAY CLUBS "holiday club"

FOR FULL-DAY CARE CATEGORIES: INSERT ALL TYPES MENTIONED FROM CODES 2-6 AT Q2

ASK ALL CODED HOLIDAY CLUB (CODE 8) AT Q2

Q3b. **In which holiday periods do you operate? READ OUT AND CODE ANY THAT APPLY**

Christmas	1
Easter	2
Summer	3
Any half term	4
None of these	5

NB: DON'T KNOW IS NOT PERMITTED

FOR ALL CLUBS THAT OPERATE AT EASTER:

"For the rest of the interview I would like you to focus on your Easter holiday time provision."

FOR ALL HOLIDAY CLUBS THAT DO NOT OPERATE AT EASTER:

Q3c. **Can I just check what was the most recent <u>main</u> holiday period your club was open?**

Christmas	1
Summer	2
Half term	3
Other (PLEASE WRITE IN AND CODE '4 ')	4

For the rest of the interview please focus on your [INSERT ANSWER FROM Q3C].

ASK ALL EARLY EDUCATION SETTINGS: NURSERY AND PRIMARY SCHOOLS

Q4. **Can I just check, are you a** (INSERT SAMPLE TYPE)? IF NO, PROBE TO FIND OUT TYPE. SINGLE CODE ONLY

Nursery school	1	
Primary school which has nursery classes that are funded as part of the main school and reception classes	2	
Primary school with reception classes but no nursery class that are funded within the main school budget	3	
Other	4	CLOSE

SERVICE PROVISION

Q5.a **How many registered full-time places do you have for children aged 0 to 7?** PROMPT **Please answer in total number of full-time places, for example 2 half days would count as one full-time place. How many children registered under the Children Act with OFSTED can you take at any one time?**

WRITE IN NUMBER

[   ] . [   ]

Q6.a

Approximately how many children aged 0 to 7 do you have enrolled at the moment? PROMPT **How many are on the books?**

WRITE IN NUMBER

[   ] . [   ]

Q6.b **Approximately how many children aged 8 and over do you have enrolled at the moment?** PROMPT **How many are on the books?**

WRITE IN NUMBER

[   ] . [   ]

CURRENT STAFFING

In this section we ask about three different groups of staff.

These are, firstly, the senior manager (that is the person with overall responsibility for managing the provision); secondly all other supervisory staff who are qualified to supervise a group of children on their own (they may or may not supervise other members of staff) e.g. Nursery officers and nursery nurses; and thirdly other childcare support staff, not qualified to supervise a group of children on their own.

NB: The definitions we are using for supervisory and other childcare staff is in line with National Daycare Standards categories, where Level 3 equals supervisory and Level 2 equals non supervisory.

Q7.   **PLEASE CLARIFY WITH THE RESPONDENT WHICH CATEGORY THEY SHOULD BE COUNTED AS FOR THE REST OF THE SURVEY QUESTIONS AND CODE BELOW**

Senior manager (that is the person with overall responsibility for managing the provision)	1
Supervisory staff (this includes all other staff qualified to supervise a group of children on their own, including other managers, such as deputy managers)	2
Other childcare staff (not qualified to supervise groups of children on their own)	3
Other (not to be counted in any questions on paid staff below)	4

ASK ALL

Q7.a   **Could you tell me how many paid supervisory staff were employed to run all the childcare sessions last week? (By supervisory staff we mean all those, excluding the senior manager, who are qualified to look after a group of children on their own whether or not they supervise other staff.)**

ENTER NUMBER

Q7.b   **And could you tell me how many other paid childcare staff (by this we mean all those who are not qualified to supervise a group of children on their own) were employed to run all the childcare sessions last week?**

ENTER NUMBER

Q7.c   **Can I just confirm that the total number of paid staff (including you/the senior manager) employed last week was:** (CHECK Q7A+Q7B+1 = Q7C)

ENTER NUMBER

Q7.d (i) **And how many unpaid students on placement helped to run all the childcare sessions last week?** IF UNSURE PROBE FOR BEST ESTIMATE

(ii) **And could you tell me how many other unpaid volunteers, helped to run all the childcare sessions last week?**
IF UNSURE PROBE FOR BEST ESTIMATE

(i) [   ] ENTER NUMBER

(ii) [   ] ENTER NUMBER

The rest of the interview is about paid staff

Q8. **Now I'd like to ask how many hours per week each member of paid staff works. First you/the senior manager?** IF UNSURE OR IT VARIES, PLEASE PROBE FOR BEST ESTIMATE OF AVERAGE HOURS.

[   ] ENTER TOTAL

ASK IF ANY AT Q7a

Q8.a **And how many hours per week do each of the supervisory staff (those qualified to supervise a group of children on their own) work?**
IF CODE 2 AT Q7 ADD INTERVIEWER NOTE: INCLUDE RESPONDENT. IF UNSURE OR IT VARIES, PLEASE PROBE FOR BEST ESTIMATE OF AVERAGE HOURS.

Staff number	Number of hours worked		Don't Know
1	[ ]		[ ]
2	[ ]		[ ]
3	[ ]	ENTER NUMBER	[ ]
4	[ ]		[ ]
5	[ ]		[ ]
6	[ ]		[ ]

(CATI TO BRING UP NUMBER OF STAFF AT Q7a)

ASK IF ANY AT Q7b

Q8.b **And how many hours per week do each of the other childcare staff (not qualified to supervise a group of children on their own) work? (this excludes unpaid volunteers)** IF UNSURE OR IT VARIES, PLEASE PROBE FOR BEST ESTIMATE OF AVERAGE HOURS.

Staff number	Number of hours worked		Don't Know
1			
2			
3		ENTER NUMBER	
4			
5			
6			

(CATI TO BRING UP THE NUMBER OF STAFF CODED AT Q7B)

ASK ALL

Now thinking about all paid staff, including supervisory staff, other childcare staff and the senior manager.

Q9.a **How many paid staff do any other paid work in addition to working for [XYZ provider] (as far as you are aware)?** SINGLE CODE ONLY

ENTER NUMBER

None	1
Don't know	2

CHECK ANSWER AT Q9A DOES NOT EXCEED TOTAL AT Q7C

ASK IF ONE OR MORE AT Q9a. OTHERS GO TO Q9c

Q9.b **Of these how many do other paid work in the education or childcare sector?** SINGLE CODE ONLY

ENTER NUMBER

None	1
Don't know	2

CHECK ANSWER AT Q9A DOES NOT EXCEED TOTAL AT Q9B

ASK ALL

Q10. **In the last twelve months have you used any agency, freelance or supply childcare staff?** SINGLE CODE ONLY

Yes	1
No	2
Can't remember	3

ASK ALL

Q11.a **How many paid staff are male?** INCLUDE SENIOR MANAGER

ENTER NUMBER

CHECK Q11a <u>NOT</u> GREATER THAN Q7C

Q11.b **For each member of your paid staff could you tell me how old they are? Firstly, yourself/Senior Manager**

CODE INTO AGE BANDS. IF RESPONDENT IS UNSURE PROMPT WITH BANDS AND PROBE FOR BEST ESTIMATE.

Staff number	16-19 years	20-24 years	25-29 years	30-39 years	40-49 years	50 years and over	Don't know
1 (Senior Manager)	1	2	3	4	5	6	7
2	1	2	3	4	5	6	7
3	1	2	3	4	5	6	7
4	1	2	3	4	5	6	7
5	1	2	3	4	5	6	7
6	1	2	3	4	5	6	7

CATI BRING UP THE NUMBER OF PAID STAFF AT Q7C.

Q11.c **And how many paid staff would describe themselves as members of an ethnic minority group?** INCLUDE SENIOR MANAGER

ENTER NUMBER

CHECK Q11c NOT GREATER THAN Q7C

Q11.d **And as far as you are aware, how many paid staff if any, have a disability which could be described as their having "a physical or mental impairment which has a substantial and long-term adverse effect upon their ability to carry out normal day-to-day activities"?**
INCLUDE SENIOR MANAGER

ENTER NUMBER

CHECK Q11d NOT GREATER THAN Q7C

Q12. **Now please tell me how many years each member of paid staff has been employed here. Firstly, the senior manager.** ASK FOR EACH MEMBER OF STAFF
IF UNSURE PROBE FOR BEST ESTIMATE

Staff number	Number of years		Less than one year	Don't Know know
1 (Senior Manager)				
2				
3		ENTER NUMBER		
4				
5				

CATI TO BRING UP NUMBER OF PAID STAFF AT Q7C.

Now I'd like to ask you about staff pay. (Can I remind you that your answers are confidential)

Q13.a **First please tell me how much is the senior manager paid per hour?**
IF UNSURE PROBE FOR BEST ESTIMATE

	Amount paid		Don't know	Refused
Senior Manager	£ __ . __ __	ENTER AMOUNT		

IF RESPONDENT WANTS TO GIVE ANSWER AS AN ANNUAL SALARY, PLEASE ENCOURGE THEM TO RECORD THIS HOURLY.

HOWEVER, IF THEY REALLY CAN'T PROVIDE AN HOURLY FIGURE, YOU CAN CODE THE ANSWER ANNUALLY AS A LAST RESORT.

Senior Manager   £ ____ ____ ____ ____ ____   ANNUAL SALARY

Q13.b **And please tell me, how much are each of your supervisory staff (those who are qualified to supervise a group of children on their own but who may or may not supervise other staff) paid per hour?**

IF UNSURE PROBE FOR BEST ESTIMATE

Staff number	Amount paid				Don't know	Refused
1	£ ☐ . ☐ ☐			ENTER AMOUNT	☐	☐
2					☐	☐
3					☐	☐
4					☐	☐
5					☐	☐

IF RESPONDENT WANTS TO GIVE ANSWER AS AN ANNUAL SALARY, PLEASE ENCOURAGE THEM TO RECORD THIS HOURLY.

HOWEVER, IF THEY REALLY CAN'T PROVIDE AN HOURLY FIGURE, YOU CAN CODE THE ANSWER ANNUALLY AS A LAST RESORT.

Senior Manager £ ☐ ☐ ☐ ☐ ☐ ANNUAL SALARY

Q13.c **And how much are each of your other childcare staff (those not qualified to supervise a group of children on their own) paid per hour?**

IF UNSURE PROBE FOR BEST ESTIMATE

Staff number	Number of years		Less than one year	Don't Know know
1	☐		☐	☐
2	☐		☐	☐
3	☐	ENTER NUMBER	☐	☐
4	☐		☐	☐
5	☐		☐	☐

	Staff number	Amount paid				Don't know	Refused
C	1	£ [ ] . [ ] [ ] ENTER AMOUNT				[ ]	[ ]
	2					[ ]	[ ]
	3					[ ]	[ ]
	4					[ ]	[ ]
	5					[ ]	[ ]

IF RESPONDENT WANTS TO GIVE ANSWER AS AN ANNUAL SALARY, PLEASE ENCOURGE THEM TO RECORD THIS HOURLY.

HOWEVER, IF THEY REALLY CAN'T PROVIDE AN HOURLY FIGURE, YOU CAN CODE THE ANSWER ANNUALLY AS A LAST RESORT.

£ [ ] [ ] [ ] [ ] [ ] ANNUAL SALARY

CATI BRING UP SAME NUMBER OF OTHER CHILDCARE STAFF AS AT Q7B

NO Q13D

QUALIFICATIONS AND TRAINING

ASK ALL

Moving on to staff qualifications. Please answer these questions about qualifications which are relevant to working with children or young people. (Please refer to the form we sent to you to complete prior to this interview.)

Q14.a **Firstly, can you tell me what is the highest qualification, relevant to working with children or young people, that the senior manager hold(s)?**
SINGLE CODE ONLY

IF RESPONDENT SAYS OTHER PLEASE MAKE SURE YOU NOTE DOWN THE NAME OF THE QUALIFICATION, THE NAME OF THE PROVIDER AND THE LEVEL OF THE QUALIFICATION.

Q14.b **And what (if any) is the highest qualification, relevant to working with children or young people, that you the senior manager is currently working towards?** SINGLE CODE ONLY

	Q14a	Q14b
Nursery nursing/nursing		
BTEC in Nursery Nursing – Level 2	1	1
Nursery Nursing – Diploma/National level 3	2	2
Nursing Qualification Degree – Level 4	3	3
Certificate in Nursery Management Skills NAMCW	4	4
Early childcare/Early years		
Certificate in Caring for Children CACHE – Level 1	5	5
Early years/childcare – practice/ education/childhood studies – level 2 (BTEC/NVQ/progression/award/ Diploma/certificate)	6	6
Caring for children/NVQ in Early Years Care/ Childcare/3240/Foundation award – Level 2 – (CACHE/City and Guilds/EdExcel/OV)	7	7
National Certificate in Early Years/ Early Childhood Studies – Level 3 – (BTEC/National diploma/Higher National Certificate/ intermediate award)	8	8
NVQ in Early Years/Childcare and Education/ work with children and Young People – Level 3 (Certificate of Professional Development) (CACHE/City and Guilds/EdExcel/OV)	9	9
Advanced Award in Working with Children National Open College Network – Level 3	10	10
Advanced Diploma in Childcare Education – level 4 – CACHE/PPA/PLA	11	11
Advanced Certificate in Childcare & Education NAMCW	12	12
Playwork		
Playwork with Children over 5 EMFEC – Level 1	13	13
Play work/NVQ in Playwork/Take 10 for Play – Level 2 (Intermediate/certificate/National Centre for Playwork education) City & Guilds/ CACHE/EdExcel/OV –	14	14

	Q14a	Q14b
NVQ in Playwork – Take 10 for Play/ Diploma in Playwork City & Guilds/CACHE/ EdExcel/OV – Level 3	15	15
Advanced Certificate in Playgroup Practice – Level 3	16	16
Playwork (Playwork/advanced certificate) – Level 3	17	17
NVQ play work/L4 Play work Development – Level 4 – City and Guilds/CACHE/EdExcel	18	18
Playworker Certificate City and Guilds/CAC/HE/EdExcel	19	19

Pre-school

	Q14a	Q14b
Pre-school Practice (introduction/certificate)	20	20
NVQ/Certificate (pre-school/pre-school practice/ babies) – level 2	21	21
Certicate in working with under 2's PLA – level 2	22	22
Diploma in Pre-school Practice – Level 3 – CACHE/PPA/PLA	23	23

Degree

	Q14a	Q14b
Degree (PGCE/Bed/Early Childhood Studies) – level 4	24	24
Diploma in Social Work/other professional social work qualification Degree – Level 4	25	25

Education

	Q14a	Q14b
Certificate in Education – level 3 – OCN	26	26
S/NVQ in Group care and education – Level 3 – CACHE/CEYA	27	27
Diploma in Childcare & Education – Level 3 – CACHE	28	28
Diploma in Higher Education in Playwork Universities of Northumbria, Leeds, Metropolitan, London, Pymouth, Birmingham – Level 4	29	29

Childminding

	Q14a	Q14b
ICP-Introduction to Childminding Practice module CACHE – ICP unit Level 3	30	30
DCP – Developing Childminding Practice module CACHE – DCP unit Level 3	31	31
ECP – Extending Childminding Practice module CACHE – ECP unit Level 3	32	32

	Q14a	Q14b
Certificate in Childminding Practice CACHE – Level 3	33	33
Management		
Management Qualification Undergraduate-BSc/BA – Degree – Level 4	34	34
Management Qualification Postgraduate MBA Degree – Level 5	35	35
Montessori		
Certificate in Education (Montessori) – level 2	36	36
Diploma in Education (Montessori) – level 3	37	37
Diploma/Advanced Diploma in Education (including Montessori) – level 4	38	38
Other		
Foundation – Level 1 CACHE/PPA	39	39
Certificate NCFE– Level 2	40	40
NVQ Assessor Level 2	41	41
NVQ Assessor Level 2 and Level 3	42	42
S/NVQ City and Guilds/CAC/HE/EdExcel/OU – Level 4	43	43
No relevant qualification	44	44
Overseas qualifications	45	45
Other – Level 1 (PLEASE SPECIFY)	46	46
Other – Level 2 (PLEASE SPECIFY)	47	47
Other – Level 3 (PLEASE SPECIFY)	48	48
Other – Level 4 (PLEASE SPECIFY)	49	49
Other – Level 5 (PLEASE SPECIFY)	50	50
Any Other (PLEASE SPECIFY)	51	51
Don't know	52	52

Q14.c **Are you/is the senior manager an NVQ assessor?** SINGLE CODE ONLY

Yes	1
No	2
Don't know	3

ASK IF ANY AT Q7a

Q15.a **Please tell me the highest qualification (relevant to working with children or young people) that each of the supervisory staff holds?**
SINGLE CODE FOR EACH MEMBER OF STAFF. LOOP ACCORDING TO NUMBER OF SUPERVISORS AT Q7a.

Q15.b **And what (if any) is the highest qualification (relevant to working with children or young people) that each are working towards?**
SINGLE CODE FOR EACH MEMBER OF STAFF. LOOP ACCORDING TO NUMBER OF SUPERVISORS AT Q7a.

INCLUDE ALL ITEMS FOR ALL AUDIENCES BUT SORT QUALIFICATIONS ACCORDING TO AUDIENCE SHOWING THE AUDIENCE SPECIFIC ITEMS AT THE TOP OF THE LIST (AUDIENCES SHOWN IN BRACKETS), (AUDIENCE DERIVED FROM SAMPLE)

	Q15a	**Q15b**
Nursery nursing/nursing		
BTEC in Nursery Nursing – Level 2	1	1
Nursery Nursing – Diploma/National level 3	2	2
Nursing Qualification Degree – Level 4	3	3
Certificate in Nursery Management Skills NAMCW	4	4
Early childcare/Early years		
Certificate in Caring for Children CACHE – Level 1	5	5
Early years/childcare – practice/education/ childhood studies – level 2 (BTEC/NVQ/ progression/award/Diploma/certificate)	6	6
Caring for children/NVQ in Early Years Care/ Childcare/3240/Foundation award – Level 2 – (CACHE/City and Guilds/EdExcel/OV)	7	7
National Certificate in Early Years/ Early Childhood Studies – Level 3 – (BTEC/National diploma/Higher National Certificate/intermediate award)	8	8
NVQ in Early Years/Childcare and Education/ work with children and Young People – Level 3 (Certificate of Professional Development) (CACHE/City and Guilds/EdExcel/OV)	9	9
Advanced Award in Working with Children National Open College Network – Level 3	10	10
Advanced Diploma in Childcare Education – level 4 – CACHE/PPA/PLA	11	11
Advanced Certificate in Childcare & Education NAMCW	12	12

	Q15a	Q15b
Playwork		
Playwork with Children over 5 EMFEC – Level 1	13	13
Play work/ NVQ in Playwork/Take 10 for Play – Level 2 (Intermediate/certificate/National Centre for Playwork education) City & Guilds/CACHE/EdExcel/OV –	14	14
NVQ in Playwork – Take 10 for Play/Diploma in Playwork City & Guilds/CACHE/EdExcel/OV – Level 3	15	15
Advanced Certificate in Playgroup Practice – Level 3	16	16
Playwork (Playwork/advanced certificate) – Level 3	17	17
NVQ play work/L4 Play work Development – Level 4 – City and Guilds/CACHE/EdExcel	18	18
Playworker Certificate City and Guilds/CAC/HE/EdExcel	19	19
Pre-school		
Pre-school Practice (introduction/certificate)	20	20
NVQ/Certificate (pre-school/pre-school practice/babies) – level 2	21	21
Certicate in working with under 2's PLA – level 2	22	22
Diploma in Pre-school Practice – Level 3 – CACHE/PPA/PLA	23	23
Degree		
Degree (PGCE/Bed/Early Childhood Studies) – level 4	24	24
Diploma in Social Work/other professional social work qualification Degree – Level 4	25	25
Education		
Certificate in Education – level 3 – OCN	26	26
S/NVQ in Group care and education – Level 3 – CACHE/CEYA	27	27
Diploma in Childcare & Education – Level 3 – CACHE	28	28
Diploma in Higher Education in Playwork Universities of Northumbria, Leeds, Metropolitan, London, Pymouth, Birmingham – Level 4	29	29

	Q15a	Q15b
Childminding		
ICP-Introduction to Childminding Practice module CACHE – ICP unit Level 3	30	30
DCP – Developing Childminding Practice module CACHE – DCP unit Level 3	31	31
ECP – Extending Childminding Practice module CACHE – ECP unit Level 3	32	32
Certificate in Childminding Practice CACHE – Level 3	33	33
Management		
Management Qualification Undergraduate-BSc/BA – Degree – Level 4	34	34
Management Qualification Postgraduate- eg.MBA Degree – Level 5	35	35
Montessori		
Certificate in Education (Montessori) – level 2	36	36
Diploma in Education (Montessori) – level 3	37	37
Diploma/Advanced Diploma in Education (including Montessori) – level 4	38	38
Other		
Foundation – Level 1 CACHE/PPA	39	39
Certificate NCFE– Level 2	40	40
NVQ Assessor Level 2	41	41
NVQ Assessor Level 2 and Level 3	42	42
S/NVQ City and Guilds/CAC/HE/EdExcel/OU – Level 4	43	43
No relevant qualification	44	44
Overseas qualifications	45	45
Other – Level 1 (PLEASE SPECIFY)	46	46
Other – Level 2 (PLEASE SPECIFY)	47	47
Other – Level 3 (PLEASE SPECIFY)	48	48
Other – Level 4 (PLEASE SPECIFY)	49	49
Other – Level 5 (PLEASE SPECIFY)	50	50
Any Other (PLEASE SPECIFY)	51	51
Don't know	52	52

CHECK THAT Q16a/Q16b NOT GREATER THAN Q8a

ASK IF ANY AT Q7b

Q16.a **And what is the highest qualification (relevant to working with children or young people) that each of the other paid childcare staff holds?** EXCLUDES UNPAID VOLUNTEERS. SINGLE CODE FOR EACH MEMBER OF STAFF. LOOP ACCORDING TO NUMBER OF OTHER CHILDCARE/EARLY EDUCATION AT Q7b.

Q16.b **And what (if any) is the highest qualification (relevant to working with children or young people) that each are working towards?** EXCLUDES UNPAID VOLUNTEERS. SINGLE CODE FOR EACH MEMBER OF STAFF. LOOP ACCORDING TO NUMBER OF OTHER CHILDCARE/EARLY EDUCATION AT Q7b.

INCLUDE ALL ITEMS FOR ALL AUDIENCES BUT SORT QUALIFICATIONS ACCORDING TO AUDIENCE SHOWING THE AUDIENCE SPECIFIC ITEMS AT THE TOP OF THE LIST (AUDIENCES SHOWN IN BRACKETS)

	Q16a	Q16b
Nursery nursing/nursing		
BTEC in Nursery Nursing – Level 2	1	1
Nursery Nursing – Diploma/National level 3	2	2
Nursing Qualification Degree – Level 4	3	3
Certificate in Nursery Management Skills NAMCW	4	4
Early childcare/Early years		
Certificate in Caring for Children CACHE – Level 1	5	5
Early years/childcare – practice/education/ childhood studies – level 2 (BTEC/NVQ/ progression/award/Diploma/certificate)	6	6
Caring for children/NVQ in Early Years Care/ Childcare/3240/Foundation award – Level 2 – (CACHE/City and Guilds/EdExcel/OV)	7	7
National Certificate in Early Years/ Early Childhood Studies – Level 3 – (BTEC/National diploma/Higher National Certificate/intermediate award)	8	8
NVQ in Early Years/Childcare and Education/ work with children and Young People – Level 3 (Certificate of Professional Development) (CACHE/City and Guilds/EdExcel/OV)	9	9
Advanced Award in Working with Children National Open College Network – Level 3	10	10
Advanced Diploma in Childcare Education – level 4 – CACHE/PPA/PLA	11	11

	Q16a	Q16b
Advanced Certificate in Childcare & Education NAMCW	12	12
Playwork		
Playwork with Children over 5 EMFEC – Level 1	13	13
Play work/ NVQ in Playwork/ Take 10 for Play – Level 2 (Intermediate/certificate/National Centre for Playwork education) City & Guilds/ CACHE/EdExcel/OV –	14	14
NVQ in Playwork – Take 10 for Play/Diploma in Playwork City & Guilds/CACHE/EdExcel/OV – Level 3	15	15
Advanced Certificate in Playgroup Practice – Level 3	16	16
Playwork (Playwork/advanced certificate) – Level 3	17	17
NVQ play work/L4 Play work Development – Level 4 – City and Guilds/CACHE/EdExcel	18	18
Playworker Certificate City and Guilds/CAC/HE/EdExcel	19	19
Pre-school		
Pre-school Practice (introduction/certificate)	20	20
NVQ/Certificate (pre-school/pre-school practice/ babies) – level 2	21	21
Certicate in working with under 2's PLA – level 2	22	22
Diploma in Pre-school Practice – Level 3 – CACHE/PPA/PLA	23	23
Degree		
Degree (PGCE/Bed/Early Childhood Studies) – level 4	24	24
Diploma in Social Work/other professional social work qualification Degree – Level 4	25	25
Education		
Certificate in Education – level 3 – OCN	26	26
S/NVQ in Group care and education – Level 3 – CACHE/CEYA	27	27
Diploma in Childcare & Education – Level 3 – CACHE	28	28
Diploma in Higher Education in Playwork Universities of Northumbria, Leeds, Metropolitan, london, Pymouth, Birmingham – Level 4	29	29

	Q16a	Q16b
Childminding		
ICP-Introduction to Childminding Practice module CACHE – ICP unit Level 3	30	30
DCP – Developing Childminding Practice module CACHE – DCP unit Level 3	31	31
ECP – Extending Childminding Practice module CACHE – ECP unit Level 3	32	32
Certificate in Childminding Practice CACHE – Level 3	33	33
Management		
Management Qualification Undergraduate-BSc/ BA – Degree – Level 4	34	34
Management Qualification Postgraduate- eg.MBA Degree – Level 5	35	35
Montessori		
Certificate in Education (Montessori) – level 2	36	36
Diploma in Education (Montessori) – level 3	37	37
Diploma/Advanced Diploma in Education (including Montessori) – level 4	38	38
Other		
Foundation – Level 1 CACHE/PPA	39	39
Certificate NCFE– Level 2	40	40
NVQ Assessor Level 2	41	41
NVQ Assessor Level 2 and Level 3	42	42
S/NVQ City and Guilds/CAC/HE/EdExcel/OU – Level 4	43	43
No relevant qualification	44	44
Overseas qualifications	45	45
Other – Level 1 (PLEASE SPECIFY)	46	46
Other – Level 2 (PLEASE SPECIFY)	47	47
Other – Level 3 (PLEASE SPECIFY)	48	48
Other – Level 4 (PLEASE SPECIFY)	49	49
Other – Level 5 (PLEASE SPECIFY)	50	50
Any Other (PLEASE SPECIFY)	51	51
Don't know	52	52

CHECK THAT Q16A/Q16B NOT GREATER THAN Q7B

ASK ALL

Q17. **Thinking of your paid staff as a whole, do you think the amount of childcare training received in the last year is . . .?**
READ OUT. REVERSE ORDER SINGLE CODE ONLY

About right	1
Too much	2
Too little	3
Don't know	4

ASK ALL

Q18. **Does your organisation have a written training plan?** SINGLE CODE ONLY

Yes	1
No	2
Don't know	3

Q19.a **Does your organisation have a training budget?** SINGLE CODE ONLY

Yes	1
No	2
Don't know	3

ASK IF YES (CODE 1) AT Q19a

Q19.b **Approximately, how much was spent on training for paid staff last year?**
PROMPT **This does not include any grants received.**

ENTER AMOUNT IN POUNDS

STAFF RECRUITMENT

ASK ALL

Q20.a **When you were/the senior manager was appointed, were you/was s/he required to have any qualifications relevant to working with children or young people?** SINGLE CODE ONLY

Yes	1
No	2
Don't know	3
Can't remember	4

ASK IF NO AT Q20a. OTHERS GO TO Q21

Q20.b **Were you/they required to work towards a qualification relevant to working with children or young people?** SINGLE CODE ONLY

Yes	1
No	2
Don't know	3
Can't remember	4

NO Q21

ASK ALL THOSE WITH ANY AT Q7a

Q22.a **How many supervisory staff (those who are qualified to supervise a group of children on their own, whether or not they supervise staff) have you recruited in the past 12 months? Please include any staff that were recruited but have already left.**

ASK ALL THOSE WITH ANY AT Q7B

Q22.b **And how many other paid childcare staff (those not qualified to a group of supervise children on their own whether or not they supervise staff) have you recruited in the past 12 months?**

(a) [_____] ENTER NUMBER

(b) [_____] ENTER NUMBER

ASK ALL

Q23. **Which of the following methods, if any, do you use for recruiting staff?**
READ OUT ROTATE ORDER. MULTICODE OK

Adverts in local press	1
Word of mouth	2
Parents of children catered for	3
Colleges	4
Open days	7
Recruitment fairs	8
Jobcentre/New Deal scheme	5
LEA/Local Authority/Council jobs bulletin	6
Ad hoc CVs/applications sent to you	9
Adverts at school/on-site	10
National press	11
The Internet	12
Other (PLEASE SPECIFY)	13
None of these	14
Don't know	13

Q24.a **To what extent, if at all, have you experienced any difficulties recruiting paid childcare staff over the last 12 months? (This includes supervisory staff and paid other childcare staff)**
READ OUT. REVERSE ORDER. SINGLE CODE ONLY

A great deal	1	
A fair amount	2	GO TO Q24b
Not very much	3	
Not at all	4	CONTINUE TO Q25
Don't know	5	
Not applicable/have not tried to recruit	**6**	

ASK IF CODE1,2 AT Q24a.

Q24.b **Which types of staff have you had difficulty recruiting?**
READ OUT. MULTICODE OK

INTERVIEW NOTE: CLARIFY IF NECESSARY

Supervisor (Those qualified to supervise a group of children on their own, whether or not they supervise other staff	1
Other childcare staff (those not qualified to supervise a group of children on their own)	2
Senior Manager	3
Support staff for children with special needs	4
Supply staff	5
Other (PLEASE SPECIFY)	6

Q24.c **What were the difficulties that you encountered?**
DO NOT PROMPT. PROBE FULLY. MULTICODE OK

Too few applicants	1
No qualified applicants	2
Too few applicants with the right experience	3
Provider couldn't afford wages required by applicant	4
Competition from other childcare/ early education establishments	5
Competition from other types of work	6
Cost of living in the area is too high	7
Finding temporary cover	8
Candidates wanting to work different hours to those offered	9
Other (PLEASE SPECIFY)	10

ASK ALL

Q25. **How many paid childcare staff, not including agency, freelance or supply staff have left your employment in the past 12 months?**

	ENTER NUMBER

1 minute

ASK IF Q25 NOT EQUAL TO 0, OTHERS GO TO FILTER AT Q27

Q26. **As far as you are aware, of those who have left your employment in the past 12 months . . .** READ OUT

A **How many have got other jobs within the childcare or early education sector** — RECORD DON'T KNOW AS ZERO

B **How many have got other jobs outside the childcare or early education sector** — RECORD DON'T KNOW AS ZERO

C **How many didn't obtain another job** — RECORD DON'T KNOW AS ZERO

CHECK THAT A + B + C = TOTAL AT Q25. IF NOT CHECK, AND IF NECESSARY RECORD TOTAL OF DON'T KNOWS

CHECK THAT Q26 A-C + DKs = TOTAL AT Q25

BUSINESS MANAGEMENT

ASK ALL EXCEPT PRIMARY SCHOOLS

Q27. **What group, organisation or individual owns or manages the provision?**
MULTICODE OK

Owner-manager	1
Part of a group/chain	2
Voluntary/Community group	3
College/HE	4
Local authority only	5
Jointly managed scheme with Local Authority	6
School	7
Employer	8
Hospital	9
Retail (supermarket/creche)	10
Church/religious group	11
Other (PLEASE SPECIFY)	12
Don't know	13

ASK CHILDCARERS ONLY. EARLY EDUCATION SETTINGS GO TO Q31

Q28. **How long has this provision been operating?** SINGLE CODE ONLY

Less than 1 year	1
1 year	2
2 years	3
3 to 4 years	4
5 years or more	5

ASK ALL CHILDCARE PROVIDERS. EARLY YEARS PROVIDERS GO TO Q31

Q29.a D**oes your organisation have a written business plan?** SINGLE CODE ONLY

IF YES (CODE 1) AT Q29a AND IF (CODE 3-5) AT Q28

Q29.b **Has it been updated within the past 2 years?** SINGLE CODE ONLY

	Q29a Written Plan	Q29b Updated
Yes	1	1
No	2	2
Don't know	3	3

ASK ALL

Q30. **Has this provision, in the last 12 months, made a profit, just covered its costs or operated at a loss?** SINGLE CODE ONLY

Yes – making a profit	1
Yes – covering costs	2
No – operating at a loss	3
Don't know	4

ASK ALL

Q31. **Finally, would you be happy to be recontacted by the Department for Education and Skills or by researchers working on their behalf for the purposes of further research?**

Yes	1
No	2
Don't know	3

Q33. **Can I just confirm that the name of this early years provision is:
READ OUT FROM SAMPLE** 1

And that your postcode is: READ OUT FROM SAMPLE

Please could you tell me your name?

ALL WHO SAID YES AT Q31 (CODE 1)

Please can I check your address?

THANK RESPONDENT AND CLOSE

department for
education and skills
creating opportunity, releasing potential, achieving excellence

SureStart