

2006 Childcare and Early Years Providers Surveys Technical Appendix

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BMRB Social Research

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Technical Appendix*

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1 Technical Appendix

1.1 Design

The research was divided into three surveys:

- **Childcare survey**
 - Full day care
 - Sessional day care
 - Out of school
 - Children's centres
- **Early years survey**
 - Primary schools with nursery and reception classes
 - Primary schools with reception but no nursery classes
 - Nursery schools
- **Childminder survey**
 - Childminders

The questionnaires were developed by the research team at BMRB Social Research in consultation with representatives from the Department for Children, Schools and Families (DCSF, formerly the Department for Education and Skills). The 2006 questionnaires were largely based on previous versions, with new questions relating to fees and the free early education entitlement added and the 2005 questions on the costs associated with running a childcare setting removed.

In order to reduce the time it took to complete the interview, it was decided the childcare questionnaire would be divided into two sections. The first section would include core questions to be asked of all respondents and the second section would consist of one of two modules (module A or B). Module A asked questions on fees and income and module B asked questions on training and recruitment. Respondents were randomly split into two equal groups and assigned to module A or B, prior to the interview taking place. The sample was stratified by region before this allocation took place to ensure that within each region equal numbers were asked module A or B.

As part of the questionnaire development stage BMRB researchers carried out cognitive interviews with representatives from all provider types to test the new questions. The findings from these interviews helped shape the questionnaire format and question wording.

Draft questionnaires were produced and tested in a pilot exercise.

Pilot

The childcare and early years surveys were piloted on the 4th and 5th May 2006. The childminder survey was piloted on the 8th and 9th June 2006. Computer assisted telephone interviews (CATI) were carried out by Kantar Operations¹ telephone interviewers in Ealing.

Following the pilot exercises a number of relatively minor changes were made, in order to shorten and simplify both questionnaires.

1.2 Sample design

The sample for the survey was obtained from three different sources. The childcare and childminder sample (excluding children's centres) was drawn from Ofsted databases. The children's centre sample was drawn from DCSF's database of children's centres. The early years sample was drawn from Edubase, DCSF's database of schools.

Target sample sizes were set for all eight setting types, and the issued sample size was based on ineligibility rates and response rates from the 2005 survey.

Sample type	Target sample size
Full day care	3,250
Sessional care	1,125
Out of school	2,000
Children's centres	250
Childminders	850
Primary schools with nursery and reception classes	850
Primary schools with reception but no nursery classes	850
Nursery schools	200

¹ BMRB is part of the Kantar Group, the information and consultancy arm of WPP, BMRB's parent company. In addition to BMRB, other market research agencies in the Kantar Group include Research International and Millward Brown, as well as a number of smaller, specialist organisations. In April 2004 the support services of the Kantar companies were grouped to form a shared resource called The Operations Centre, which later changed its name to Kantar Operations. The majority of BMRB's existing operational services, including field management, sampling and data processing continue to be based at BMRB's Head Office in Ealing but, while still wholly owned by WPP, the new operations centre is now a separate legal entity from BMRB. Kantar Operations continue to work to existing quality standards and BMRB continue to take responsibility for the quality of the work undertaken by their support services.

Childcare and childminders

Ofsted provided a random sample of the childcare and childminder providers who were active as at 1st January 2006, using a sample specification produced by BMRB. The sample was stratified by Ofsted region and 1 in n providers were selected, with a random starting point, to give a sample of 5,350 full day care providers, 2,062 sessional providers, 4,576 out of school providers and 1,770 childminders.

Children's centres

BMRB was given access to the Sure Start children's centres database. Centres were selected if they were the *main property type* and their plan status was *designated* or *meeting full care offer* and if they were a *childcare* setting. In total, 844 centres met these criteria. The sample was then stratified by region and 1 in n selected, with a random starting point, to provide a sample of 500 children's centres. For a sizeable minority of centres there were no telephone contact details. BMRB carried out internet and directory enquiry searches in order to find the missing contact information. The searches were largely successful, however BMRB were unable to find details for a small number of centres (11), reducing the sample size to 489.

Early years

BMRB were given access to the DCSF's database of schools – Edubase. The sample was stratified by Government Office Region (GOR), and then by whether they were urban or rural in status. Within each strata, schools were ordered by total number of pupils. 1 in n schools were selected (with a random starting point) to draw a stratified random sample of 1,310 primary schools with nursery and reception classes, 1,310 primary schools with reception but no nursery classes and 290 nursery schools.

1.2.1 Duplicates

Prior to drawing the sample, checks were carried out for duplication. These checks were based on a setting's reference number and where a postcode *and* telephone number matched another setting.

All sample groups were checked for duplication within sample group (i.e. where a setting appears twice within a sample type) and where duplicates were found these were removed. They were also checked for duplication across other sample types (i.e. a setting appears in one or more of the sample types). For children's centres, where duplicates were found in other sample types the settings were removed from the non-children's centre samples. For all other sample types, where a setting appeared in one or more sample types they were randomly allocated to one of the types.

1.2.2 Children's centres

Children's centres provide a range of different childcare. Some will provide just one type of care whilst others provide multiple types of care. In order for the data to be meaningful it is important we are clear as to exactly what respondents are referring to when responding to the survey. It would also place too great a burden on respondents if they were expected to answer questions on multiple types of care. Therefore children's centres were asked to focus on just one type of care. If a centre provided full day care, they were asked to focus on this type of care when answering the questions. If they did not provide full day care, but provided sessional day care they were asked to focus on this type of care. If they didn't provide full or sessional day care they were asked to focus on their out of school care, with a priority order of after school care, holiday care, before school care and weekend care. If they didn't provide any childcare the children's centre skipped the main body of the interview and just answered some general questions on support services offered by the centre.

A month into fieldwork a children's centre raised a query as to whether they should be focusing on on or off-site care. In consultation with the DCSF, the decision was made to ask respondents to focus on on-site care only and the question wording was amended accordingly. The rationale for this decision was that off-site care may have already been sampled within other sample groups². However, it should be noted that the children's centre data is largely referring to care offered on site and it may not be a true reflection of the complete children's centre offer as many centres may offer childcare off-site.

1.2.3 Out of school providers

Prior to interview there was no information as to whether out of school settings offered before school care, after school care, holiday care, weekend care or all of these. For the 2005 survey, if a setting offered after school care the respondent was asked to focus upon this type of care. If they did not offer after school care, but did offer holiday care, then they were asked about holiday care. Three providers did not offer after school care or holiday care and so were asked about before school care; a further three provided none of these, and so were asked about weekend care. This approach meant that the after school sample was representative of all after school providers, but the holiday club sample was not representative of all holiday clubs.

Based on the findings from 2005, a different approach was adopted for 2006. Instead of prioritising after school care, holiday care and after school care were

² Off-site care would not have been excluded when checking for duplication across the provider types. The duplication checks were based on unique reference numbers and address and postcode checks. Off site care would not have shown up on these checks.

given equal weight. If a setting offered after school care but no holiday care they were asked to focus on their after school care when responding to the survey. If they provided holiday care but no after school care they were asked to focus on their holiday care. If they provided both types of care they were randomly allocated to after school care or holiday care. Prior to interview respondents had been allocated to either of the two groups in order to prepare for this outcome. If they did not provide after school or holiday care they were asked to focus on before school care and then weekend care.

This change in focus for types of care means that the 2006 data is not comparable with the 2005 data but is broadly comparable with the 2003 data. However, comparisons with 2003 should still be treated with caution. The 2003 sample was taken from the Childcare database held by Opportunity Links. This did not have full details of all providers in all parts of the country and some work was done to obtain the necessary contact details on certain areas.

1.3 Main survey

The survey was conducted using BMRB's Computer Assisted Telephone Interviewing (CATI), between 25th May 2006 and 29th September 2006 for the childcare providers, 5th June and 28th July 2006 for the early years providers and between 28th June and 30th September 2006 for the childminders. Interviews were carried out by Kantar Operations' fully trained telephone interviewers.

Childcare survey

For the childcare providers, the senior manager³ of each setting was sent an advance letter informing them that BMRB would be contacting them and explaining what the research would cover. In addition to the letter, they were sent a datasheet and a qualification list, which they were asked to complete prior to the interview. The datasheet included a number of detailed questions from the questionnaire that the respondent would need to look up in advance. Different datasheets were sent depending on which module the provider had been randomly allocated to. If when the interviewer spoke to the respondent they said they had not received the advance documents, contact details were taken and duplicate documents issued by post, fax or email. The interviewer then agreed a convenient time to call the respondent back.

³ Letters were addressed to the 'Senior manager' as their name was not included in the sample provided by Ofsted.

Childminder survey

Every childminder was also sent an advance letter, datasheet and a qualification list prior to interview. The letter was addressed to the named childminder, as this information was available from the Ofsted database.

Early years survey

For the early years group, advance letters, datasheets and a qualification list were sent to the early years co-ordinator in the case of the primary school groups and the head teacher in the case of the nursery schools⁴.

Number of interviews completed

In total 6,498 interviews were carried out with childcare providers in England – 3,322 with full day care providers, 1,172 with sessional providers, 1,754 with out of school providers and 250 children’s centres.

In total 723 interviews were carried out with childminders.

In total 1,236 interviews were carried out with early years providers in England – 535 with primary schools with nursery classes, 513 with primary schools with reception but no nursery classes and 188 with nursery schools.

Timings

Average interview lengths were:

- Childcare survey 20 minutes and 45 seconds
- Childminders survey 13 minutes and 36 seconds
- Early years survey 19 minutes and 50 seconds

⁴ Letters were addressed to the ‘Early years co-ordinator’ or ‘Headteacher’ as their name was not included in the Edubase sample.

1.4 Response rates

1.4.1 Childcare

	Full day care	Sessional care	Out of school	Children's centres
Issued sample	5,344	2,062	4,575	489
Ineligible*	65	37	346	12
Eligible sample	5,279	2025	4229	477
Bad number	284	279	461	50
Contactable sample	4,995	1,746	3,768	427
Refusals	957	303	961	110
Non contact	718	271	1053	67
Achieved	3,322	1172	1754	250
Response rate (on eligible sample)	63%	58%	41%	52%
Response rate (on contactable sample)	67%	67%	47%	59%

* Ineligible includes providers which have closed down; providers who said that they didn't provide the relevant type of childcare.

1.4.2 Childminders

	Childminders
Issued sample	1,770
Ineligible*	338
Eligible sample	1,432
Bad number	235
Contactable sample	1,197
Refusals	399
Non contact	75
Achieved	723
Response rate (on eligible sample)	50%
Response rate (on contactable sample)	60%

* Ineligible includes cases where the respondent was no longer working as a childminder; no longer registered with Ofsted or had died.

1.4.3 Early years

	Primary schools with nursery and reception classes	Primary schools with reception but no nursery classes	Nursery schools
Issued sample	1,307	1,305	285
Ineligible*	2	8	4
Eligible sample	1,305	1,297	281
Bad number	20	19	14
Contactable sample	1,285	1,278	267
Refusals	679	616	65
Non contact	112	108	14
Achieved ⁵	494	554	188
Response rate (on eligible sample)	38%	43%	67%
Response rate (on contactable sample)	38%	43%	70%

* Ineligible includes providers which have closed down; providers who said that they didn't provide the relevant type of childcare.

1.5 Weighting and grossing

1.5.1 Exclusion weighting

To reduce the burden on providers settings sampled as part of the 2005 Survey of Childcare and Early Years providers, regardless of whether they completed an interview, were excluded when the sample was drawn for 2006. This affected full day care, sessional day care, out of school care and childminders as these were the only groups included in 2005. Because of this exclusion any providers that opened after March 2005⁶ had a slightly higher chance of being selected than those that were open prior to this date. In order to address this, settings were asked if they were registered with Ofsted in March 2005. If a setting was not registered at March 2005 they were down-weighted. The formula for calculating this weight and the actual weights applied are noted below:

⁵ The fieldwork calculations are based on how settings were classified as per the Edubase database. At the beginning of the interview, primary schools were asked if they offered nursery and reception classes and were reassigned to the appropriate sample group if their reported offer did not match their original sample group. After this reassignment, there were 535 primary schools with nursery and reception classes and 515 with primary schools with reception but no nursery classes.

⁶ The 2005 survey sample was drawn in March 2005.

Formula for calculating exclusion weighting

- Population of providers 2005 = ***n1***
- Number of providers selected in 2005 = ***x1***
- Population of providers 2006 (less those excluded because included in 2005) = ***n2***
- Number selected in 2006 = ***x2***
- **Old cases weight (If Qweight = 1 or Don't know)**
(p1) 2005 registered probability for selection in 2006: **$((n1 - x1)/n1) * (x2/n2)$**
- **New cases weight (If Qweight = 2)**
(p2) Non-2005 registered probability for selection in 2006: **$1 * (x2/n2)$**
- **Old cases weight (If Qweight = 1 or Don't know)**
Weight = ***1***
- **New cases weight (If Qweight = 2)**
Weight = **$(p1/p2)$**

	Registered at March 2005	Not registered at March 2005
Full day care	1	0.84
Sessional day care	1	0.81
Out of school care	1	0.71
Childminders	1	0.97

1.5.2 Regional weighting

The only information held for the population of all providers was the regional breakdown. The regional breakdown for the achieved sample was, in all cases, fairly close to the population breakdown, but it was decided that it would still be worth applying weights to ensure that the sample matched the population.

Region	Full day care		Sessional		Out of school		Children's centres	
	Popn (%)	Survey (%)	Popn (%)	Survey (%)	Popn (%)	Survey (%)	Popn (%)	Survey (%)
<i>East Midlands</i>	7.82	8.37	9.85	10.24	6.94	7.81	6.40	6.40
<i>East</i>	9.33	9.63	15.84	15.27	9.29	10.49	6.52	8.40
<i>London</i>	14.96	13.52	10.61	9.47	15.40	11.92	16.59	14.80
<i>North East, Yorkshire & Humberside</i>	13.14	13.06	10.37	9.73	13.21	15.22	24.41	26.00
<i>North West</i>	13.53	12.64	10.60	9.81	17.74	16.93	17.42	16.40
<i>South East</i>	17.49	18.00	20.73	23.12	14.99	15.22	8.29	8.00
<i>South West</i>	11.70	12.85	13.46	13.14	10.03	10.66	9.24	10.40
<i>West Midlands</i>	12.04	11.92	8.54	9.22	12.40	11.74	11.14	9.60

Region	Childminders	
	Popn (%)	Survey (%)
<i>East Midlands</i>	8.29	8.85
<i>East</i>	12.08	12.45
<i>London</i>	16.37	11.76
<i>North East, Yorkshire & Humberside</i>	14.37	15.08
<i>North West</i>	11.61	10.79
<i>South East</i>	19.12	21.02
<i>South West</i>	9.32	11.34
<i>West Midlands</i>	8.82	8.71

Region	Primary schools with nursery and reception classes		Primary schools with reception but no nursery classes		Nursery schools	
	Popn (%)	Survey (%)	Popn (%)	Survey (%)	Popn (%)	Survey (%)
<i>East Midlands</i>	7.31	9.16	11.18	10.72	7.78	6.91
<i>East</i>	8.97	8.41	13.26	11.89	9.11	8.51
<i>London</i>	19.70	15.51	3.61	3.12	18.22	17.55
<i>North East</i>	8.76	9.35	3.26	4.68	8.89	10.11
<i>Yorkshire & Humberside</i>	14.08	15.89	8.77	8.58	7.56	6.91
<i>North West</i>	17.68	16.07	13.97	12.87	18.44	17.02
<i>South East</i>	6.43	5.79	20.21	19.49	10.89	12.77
<i>South West</i>	3.45	5.98	16.88	19.30	4.44	6.38
<i>West Midlands</i>	13.61	13.83	8.87	9.36	14.67	13.83

1.5.3 Staff weighting

To reduce both the burden on providers and the overall length of interview, settings employing more than a certain number of staff (more than three supervisors or three other paid childcare staff and two qualified teachers, two nursery nurses or two early years support staff for the early years groups) were asked to randomly select members of staff, rather than having to give details for the whole team. For the childcare groups three members of staff were selected and two members of staff were selected for the early years groups. When selecting the members of staff respondents were instructed to list them in alphabetical order by surname and pick the first three or two in order to provide a random selection of staff.

While this process should have provided a random selection of staff, staff in those providers that employed more than three or two staff in the relevant groups were underrepresented. To address this, a weight was applied to up-weight those cases where a sample of staff was drawn. For example, if a setting employed six staff, the three staff selected for the interview were up-weighted to represent the six. Separate weights were calculated for the different staff types. These weights were only applied when using the relevant staff type variables (e.g. the supervisory staff

weight was only applied when using a supervisory staff variable). Below is an example of how the supervisory staff weight was calculated in the childcare survey.

	Number of staff selected for inclusion in interview	Total number of staff	Weight (applied to each member of staff)
Setting 1	1	1	1
Setting 2	2	2	1
Setting 3	3	3	1
Setting 4	3	4	1.333
Setting 5	3	5	1.667
Setting 6	3	6	2

1.5.4 Capping

The weighting process has an impact on the effective sample sizes for all of the sample groups. As the weights get larger there is a greater impact on the efficiency of the sample. With the staff weights, where a setting employed a large number of staff, the weights became quite large. In order to reduce the impact that the staff weights had on the sample efficiency, the staff weight element of the weight was capped. The caps are shown below:

	Full day	Sessional	Out of school	Children's centre
General weight	N/A	N/A	N/A	N/A
Supervisory staff weight	6.09	4.26	5.17	7.54
Other paid childcare staff weight	4.43	4.26	5.17	4.64

1.5.5 Grossing

The weighted data were also grossed up to the total number of active providers in England. The estimate of the number of active providers was achieved by taking the total number of providers of each type on the Ofsted/Edubase databases and taking away the proportion that the survey had found to be ineligible (no longer in business, no longer providing type of care). The proportion that were ineligible varied between the different provider types.

The tables below show how the grossing was carried out.

	Ofsted/Edubase database	Ineligible (%)	Total active providers
Full day care	12,851	1.22	12,694
Sessional	9,857	1.79	9,681
Out of school	10,344	7.56	9,562
Childminders	71,514	19.1	57,855
Children's centres	844	2.45	823
Primary school with nursery and reception classes	6,486	0.15	6,476
Primary schools with reception but no nursery classes	9,207	0.61	9,151
Nursery schools	450	1.4	444

	Survey	Multiplier	Total
Full day care	3,322	3.8212	12,694
Sessional	1,172	8.2598	9,681
Out of school	1,754	5.4515	9,562
Childminders	723	80.0205	57,855
Children's centres	250	3.2932	823
Primary school with nursery and reception classes	535	12.1051	6,476
Primary schools with reception but no nursery classes	513	17.8378	9,151
Nursery schools	188	2.3601	444

Out of school providers

In addition to this, the out of school data were grossed further. As all types of out of school care (e.g. after school, holiday clubs, breakfast clubs, weekend clubs) are registered as out of school providers, there was no data available to show the total number of after school and holiday clubs in operation. Instead this information was taken from the survey data. All settings were asked what types of childcare they offered. In total there were 7,656 after school providers and 6,386 holiday clubs. The survey data was then grossed up based upon these figures.

The total number of after school and holiday clubs is greater than the number of registered out of school providers because a large proportion (42 per cent) offered both after school and holiday care.

	Out of school total	Multiplier	Total
After school clubs	5,288	1.4478	7,656
Holiday clubs	4,120	1.55	6,386

1.6 Actual and effective sample sizes

	Full day care		Sessional		Out of school		Children's centres	
	Actual sample size	Effective sample size	Actual sample size	Effective sample size	Actual sample size	Effective sample size	Actual sample size	Effective sample size
General weight	3,322	3,305	1,172	1,164	1,754	1,719	250	247
Supervisory staff weight	9,073	3,240	2,586	2,137	3,881	2,441	699	312
Other paid childcare staff weight	6,168	3,628	1,935	1,586	2,853	1,954	450	317

	Childminders	
	Actual sample size	Effective sample size
General weight	723	705

	Primary schools with nursery and reception classes		Primary schools with reception but no nursery classes		Nursery schools	
	Actual sample size	Effective sample size	Actual sample size	Effective sample size	Actual sample size	Effective sample size
General weight	535	519	515	507	188	185
Qualified teacher weight	773	634	398	378	322	283
Nursery nurse weight	844	625	299	284	373	287
Support staff weight	574	448	465	423	226	158

1.7 Data analysis

1.7.1 Calculating annual income and fees

In order to make it as easy as possible to collect income data, providers were able to give figures for the following time periods:

- Per week
- Per month
- Per four week period
- Per quarter
- Per year

In order to produce annual estimates, some assumptions had to be made. For the following sources of income, we assumed that they would be incurred across the whole year, and thus multiplied up to a full 52 week year:

- Income from fees paid by parents
- Income from local authority/central government
- Income from other sources

1.7.2 Fees

In order to make it as easy as possible to collect income data, providers were able to give figures for the following time periods:

- Per hour
- Per half day or session
- Per day

- Per week

1.7.3 Pay data

When asking about hourly pay, if a respondent refused they were asked to give a banded answer. The data in the reports combines the banded data with the non-banded data, by using the midpoint of bands. The level of refusal was low, so this made very little difference to overall estimates.

Edits

When collecting information on costs and income and asking respondents to provide numbers that are keyed in by the interviewer, it is possible for miskeying to occur. On inspection, a small number of answers seemed either much too large or much too small. Therefore, it was decided to implement rules whereby certain outliers would be removed from the data (for example if Qdeapamo <1 or >50). Only very small numbers of answers were removed.

1.7.4 Calculation of turnover rate, employment growth rate and recruitment rate

1.7.4.1 Turnover rate

The turnover rate is calculated by dividing the total number leaving their employment by the total number currently employed, less the difference between those recruited and those leaving their current employment.

$$\frac{\text{Number that left}}{\text{Total number of staff - (Number recruited - Number that left)}} \times 100$$

1.7.4.2 Employment Growth rate

The employment growth rate 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.

$$\frac{\text{Number recruited - Number that left}}{\text{Total number of staff - (Number recruited - Number that left)}} \times 100$$

1.7.4.3 Recruitment rate

The recruitment rate is calculated by dividing the total number of paid childcare staff by the total number currently employed plus those leaving their current employment, less those recruited in the last 12 months.

$$\frac{\text{Number recruited}}{(\text{Total number of staff} + \text{Number that left}) - \text{Number recruited}} \times 100$$

1.7.4.4 Churn within sector

It should be noted that while the above calculations include the 'churn within sector' (i.e. staff moving from one provider to another) as well as staff being recruited to the sector, it does not capture the movement of staff within a provider (i.e. internal staff promotions).

1.7.5 Calculation of average proportions

Some of the more sensitive demographic questions, such as those about disability and ethnicity, attracted a lower response rate and it was felt that presenting the data as a proportion of the workforce would be distorted by the high number of cases for which the information was not available. It was therefore decided to present this data in terms of average proportions, whereby the proportion of the staff or children in a particular group in each case was calculated and then an average was taken of these, giving an average proportion.

1.8 Changes to the National Qualification Framework since 2003

The three regulatory authorities (QCA, ACCAC and CCEA) revised the NQF as part of a review of regulatory arrangements. The revised criteria and NQF came into effect on 1 September 2004.

The main change is that the NQF now comprises nine levels (Entry Level to Level 8) rather than six. While Entry Level and Levels 1 to 3 have not changed, Levels 4 and 5 have been divided into more precise levels - Levels 4 to 8.

The recent changes to the NQF do not alter the number of qualifications available, but rather increases the number of levels against which qualifications are accredited.

The table below illustrates these changes.

Previous levels (Examples)	Current levels (Examples)
Level 5 Level 5 NVQ in Construction Level 5 Diploma in Translation	Level 8 Specialist awards
	Level 7 Level 7 Diploma in Translation
Level 4 Level 4 National Diploma in Professional Production Skills Level 4 BTEC Higher National Diploma in 3D Design	Level 6 Qualified Teacher Status
	Level 5 Level 5 Early Years Foundation Degree

Level 4 Certificate in Early Years Practice	Level 4 Level 4 Certificate in Early Years Practice
Level 3 Level 3 Certificate in Small Animal Care; Level 3 NVQ in Aeronautical Engineering A levels	
Level 2 Level 2 Diploma for Beauty Specialists; Level 2 NVQ in Agricultural Crop Production GCSEs Grades A*-C	
Level 1 Level 1 Certificate in Motor Vehicle Studies; Level 1 NVQ in Bakery GCSEs Grades D-G	
Entry Level Entry Level Certificate in Adult Literacy	

2 Survey materials

2.1 Advance letter to providers

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

The Manager
<PROVIDER NAME>
<Address Line 1>
<Address Line 2>
<Address Line 3>
<Address Line 4>
<Address Line 5>

<date>

Dear Sir/Madam,

2006 Early Years and Childcare Providers Survey

Childcare for both pre-school and school age children is high on the Government's agenda. There are plans to increase the sustainability of provision, and to provide better training for those working in this area.

To help us provide better support for childcare providers, and to help us understand where support is needed, it is important that we look at what the current situation is in terms of level of provision; fees charged; staff characteristics; what training and qualifications staff have and issues around staff recruitment and retention. We have therefore asked an independent research agency, BMRB Social Research, to carry out this research for us.

BMRB would like to ask you some questions about WFDC PLAYScheme. The interview should not take long (on average around 20 minutes), and can be done over the phone. One of their interviewers will phone you to conduct the interview. The survey is voluntary but we hope you will take part in this research, as the results will help us to provide better support for childcare providers in the future.

We have included a form that explains the sort of information that will be covered in the interview. It would be very useful if you could look up some of this information in advance of the interview, as this will help keep the interview time to a minimum. We hope that most of this information will be easily available to you. Please keep the form in a safe place so that you can refer to it when the interviewer calls. Interviewing will be taking place from 25th May until the end of August.

The information collected during this survey will be treated in strictest confidence and will be used for research purposes only. In particular, no-one outside the BMRB research team will be able to link the names of individual providers with the answers they give. However, as this is an important national survey, aggregated findings will be available on the DfES website once the work is completed.

If you have any queries or concerns about the study, please do not hesitate to contact the BMRB Survey Information Line on 0800 051 0887. You are also welcome to speak to me about the research on 0207 273 5719.

I hope that you will be able to assist us with this important survey.
Yours sincerely,



Laura Sukhnandan
Sure Start Research and Evaluation Team
Department for Education & Skills

2.2 Questionnaire

The questionnaire attached here is the group setting childcare providers' questionnaire. Slightly different questionnaires were used for childminders and early years providers. Copies of the childminder and early years questionnaire can be obtained from DCSF.

Childcare Group setting questionnaire:

Good morning/afternoon. My name is ____ and I'm phoning on behalf of BMRB Social Research, an independent research company, on behalf of the Department for Education and Skills (DfES). Please could I speak to the senior manager of (that is the person with overall responsibility for running this provision)?

ONCE MADE CONTACT

Good morning/afternoon. My name is ____ and I'm phoning on behalf of BMRB Social Research, an independent research company, on behalf of the Department for Education and Skills (DfES). The Department for Education and Skills have asked us to talk to childcare and early education providers to look at the level of childcare provision and issues around staffing, .

IF NECESSARY:

This is to help with both national and local policy making and to ensure that DfES can work with providers such as you to ensure that high quality childcare is available to parents.

TO ALL:

The questions should take no longer than 20 minutes.

FAILCODE 53 Full day care and sessional day care providers not providing relevant type of childcare

FAILCODE 54 Out of school providers that are not providing relevant type of childcare

FAILCODE 55 Refuse to give details for resending letters

Qletter Can I check that you received the letter and form from us asking you to prepare some information on numbers of children and staff prior to this interview?

- 1 Yes, have access to the forms and have completed them
- 2 Yes, have received the forms but have not completed them or cannot carry out survey at the moment
- 3 No

QletsI Have you still got the forms we sent you?

Yes
No

1 (3161)
2

If QletsI = Yes. Script will move to outcome codes to arrange call back or appointment to allow respondent to complete forms

IF Qletter = No OR Qletter = Don't Know OR Qletsti = No OR Qletsti = Don't Know THEN ASK: Qnfx

Qnfx Is it okay if we fax copies of the letters to you again?

IF OKAY TO FAX, WRITE DOWN FAX NUMBER, CONTACT NAME, NAME OF PROVIDER AND DATASHEET CODE AT TOP OF THE SCREEN AND PASS DETAILS TO SUPERVISOR

ONCE YOU CODE YES YOU WILL BE TAKEN TO THE OUTCOME SCREEN TO ARRANGE A CALL BACK.

Yes	1	(3161)
No	2	

IF Qnfax = No
THEN ASK: Qnemail

Qnemail Can we send the letters to you by email instead?

IF YES TAKE CONTACT NAME, SERIAL NUMBER (TOP OF SCREEN), DATASHEET CODE (TOP OF SCREEN), PROVIDER NAME AND EMAIL ADDRESS (PLEASE READ BACK TO RESPONDENT AND CHECK CORRECT), AND PASS DETAILS TO SUPERVISOR.

ONCE YOU CODE YES YOU WILL BE TAKEN TO THE OUTCOME SCREEN TO ARRANGE A CALL BACK.

Yes	1	(3162)
No	2	

IF Qnemail = No
THEN ASK: Qnaddre

Qnaddre Can we post the letters out to you instead?

IF YES, TAKE CONTACT NAME, SERIAL NUMBER (TOP OF SCREEN), PROVIDER NAME AND FULL ADDRESS AND PASS DETAILS TO SUPERVISOR.

ONCE YOU CODE YES YOU WILL BE TAKEN TO THE OUTCOME SCREEN TO ARRANGE A CALL BACK.

IF NO THE INTERVIEW WILL TERMINATE

Yes	1	(3163)
No	2	

End of Filter Inemail
End of Filter Inofax

zdetail
IF Qnaddre = No - Termination with data (Quit)

In that case, that's all the questions we have.
Thank you for your time.

Qtypes And can I just check, which of the following types of care you provide:

READ OUT AND CODE ALL THAT APPLY

Full daycare for children under 5 (by full daycare we mean where care is provided for a continuous period of 4 hours or more)	1	(1163)
Sessional care for children under 5 (by sessional care, we mean where a session is less than a continuous period of 4 hours in any day, with a break between sessions with no children in the care of the provider)	2	
Before school activities or childcare for school aged children in term time	3	
After school activities or childcare for school aged children in term time	4	
Holiday care for school aged children (i.e. during any school holidays)	5	
Weekend care	6	
Don't Know	Y	

IF Full day care OR Sessional)

IF (Qtypes <> Full daycare for children under 5 (by full daycare we mean where care is provided for a continuous period of 4 hours or more) AND Qtypes <> Sessional care for children under 5 (by sessional care, we mean where a session is less than a continuous period of 4 hours in any day, with a break between sessions with no children in the care of the provider)) THEN ASK: Qpresch

Qpresch Do you provide any childcare or activities for pre-school children aged under 5?

Yes	1	(1165)
No	2	
Don't Know	Y	

End of Filter Inew

IF ((Qtypes = Full daycare for children under 5 (by full daycare we mean where care is provided for a continuous period of 4 hours or more) OR Qtypes = Sessional care for children under 5 (by sessional care, we mean where a session is less than a continuous period of 4 hours in any day, with a break between sessions with no children in the care of the provider)) AND (Qtypes = Before school activities or childcare for school aged children in term time OR Qtypes = After school activities or childcare for school aged children in term time OR Qtypes = Holiday care for school aged children (i.e. during any school holidays) OR Qtypes = Weekend care for school aged children) OR Qpresch = Yes) AND vsvar2 <> 8

For this interview I would like you to focus on the care you provide for children under 5. Please do not include any out of school care when answering the questions. End of Filter lpresch

Zcheck

IF Qpresch = No OR Qpresch = Don't Know - Termination with data (Quit)

In that case, we have no more questions.

Thank you for your time.

End of Filter lpre

IF Dnsamp = Out of school AND (Qtypes <> Before school activities or childcare for school aged children in term time AND Qtypes <> After school activities or childcare for school aged children in term time AND Qtypes <> Holiday care for school aged children (i.e. during any school holidays) AND Qtypes <> Weekend care for school aged children)

THEN ASK: Qcheck3

Qcheck3 Can I just check again which of the following types of care you provide?

READ OUT AND CODE ALL THAT APPLY

Before school activities or childcare for school aged children in term time	1	(3164)
After school activities or childcare for school aged children in term time	2	
Holiday care for school aged children (i.e. during any school holidays)	3	
Weekend care	4	
Don't Know	Y	
None of these	X	

Zcheck3

IF Qcheck3 = None of these OR Qcheck3 = Don't Know - Termination with data (Quit)

In that case that's all the questions we have.

Thanks you for your time

End of Filter lcheck

IF Dclub = After school club

For this interview I would like you to focus on the AFTER SCHOOL activities or childcare that you provide

IF Dclub = Holiday club

For this interview I would like you to just focus on the HOLIDAY CARE you provide for school age children.

IF Dclub = Breakfast club

For this interview I would like you to focus on the BEFORE SCHOOL activities or childcare that you provide

IF Dclub = Weekend club

For this interview I would like you to focus on the WEEKEND care activities or childcare that you provide.

**IF Dclub = Holiday club
THEN ASK: Qholida**

Qholida In which holiday periods do you operate?

READ OUT AND CODE ALL THAT APPLY

Christmas	1	(1167)
Easter	2	
Summer	3	
Any half term	4	
Don't Know	Y	
(None of these)	X	

**IF Dsummer = Summer AND Qholida = Summer
THEN ASK: Qmoment**

Qmoment Are you open to provide summer holiday care at the moment?

Yes	1	(1168)
No	2	
Don't Know	Y	

End of Filter Isummer

IF ((Dsummer = Not summer OR Qmoment = No OR Qmoment = Don't Know) AND Deaster = Easter)

For the rest of the interview, I would like you to focus on your EASTER HOLIDAY time provision.

**IF ((Qmoment = No OR Qmoment = Don't Know OR Dsummer = Not summer) AND Deaster = Not Easter)
THEN ASK: Qnoteas**

Qnoteas What was the most recent main holiday period your club was open?

Christmas	1	(1170)
Summer	2	
Half term	3	
Don't Know	Y	
Other	0	
Other specify.....		(1171 - 1174)

For the rest of the interview, I would like you to focus on the [relevant holiday period] provision.

End of Filter Inoteas

Qyears How long has this provision been operating?

Less than a year	1	(1175)
1 year	2	
2 years	3	
3-4 years	4	
5 years or more	5	
Don't Know	Y	

Qnmanag What group, organisation or individual owns or manages this provision?

Owner - manager	1	(3165)
Part of a group or chain	2	
Voluntary of community group	3	
College/HE	4	
Local Authority only	5	
Jointly managed scheme with Local Authority	6	
School	7	
Employer	8	
Hospital	9	
Retail (e.g. supermarket creche)	0	(3166)
Church or religious group	1	
Don't Know	Y	(3165)
Other	0	
Other specify.....		(3167 - 3170)

Qnchari Is [Provider name] set up as a charity or non-profit making organisation?

Yes	1	(3171)
No	2	
Don't Know	Y	

Qregist How many OFSTED registered places do you have?

IF NECESSARY

How many children registered under the Children Act with OFSTED can you take at any one time?

(1176 - 11

Numeric Range _____

Don't Know Y (1176)

Permitted Range
1 TO 500 (Numeric Range)

**IF Dclub isn't a Holiday club
THEN ASK: Qnothol**

Qnothol Approximately, how many children do you have attending in a typical term time week?

PROMPT How many are on the books?

THIS IS THE TOTAL NUMBER OF CHILDREN THAT ATTENDED IN ONE WEEK, DO NOT COUNT CHILDRENTWICE IF ATTENDED MORE THAN ONE DAY/SESSION

(1208 - 12

Numeric Range _____

Don't Know Y (1208)

Permitted Range
0 TO 500 (Numeric Range)

**IF Holiday club
THEN ASK: Qreghol**

Qreghol Approximately, how many children [Attended relevant holiday period]?

THIS IS THE TOTAL NUMBER OF CHILDREN THAT ATTENDED IN ONE WEEK, DO NOT COUNT CHILDREN TWICE IF ATTENDED MORE THAN ONE DAY/SESSION

(1211 - 12

Numeric Range _____

Don't Know Y (1211)

Permitted Range
0 TO 500 (Numeric Range)

End of Filter Iholcar

Qages How many of these were aged [+Rages+]?

(1214 - 12

Numeric Range _____

Don't Know Y (1214)

Permitted Range
0 TO 500 (Numeric Range)

This question is repeated for the following loop values:

- Under two years old
- 2 years old
- 3 years old
- 4 years old
- 5-7 years old
- 8 or over

A total of 6 iterations occupying columns (1214 - 1216) to (1229 - 1231)

Qsum This adds up to [number fill] children in total, however earlier on you said you had [number fill] attending? Can I just check whether this is correct?

IF NO, INTERVIEW WILL MOVE BACK TO NUMBER OF CHILDREN ATTENDING QUESTION

Yes	1	(1232)
No	2	
Don't Know	Y	

Qbme How many children attending [+tqages+] of black or minority ethnic origin?

NOTE: TOTAL NUMBER WAS [+qnothol+][+qreghol+]

(1233 - 1234)

Numeric Range _____		
Don't Know	Y	(1233)

Permitted Range
0 TO 500 (Numeric Range)

Qsen How many children have Special Educational Needs (SEN) or a disability?

IF DOESN'T KNOW OFFICIAL NUMBER, PROBE FOR THEIR ESTIMATE
NOTE: TOTAL NUMBER WAS [Number fill]

(1236 - 1237)

Numeric Range _____		
Don't Know	Y	(1236)

Permitted Range
0 TO 500 (Numeric Range)

Qspeeth Do you keep a record of the specific ethnic group of every child that attends [Name of provider]?

Yes	1	(3172)
No	2	
Don't Know	Y	

Qenglis Do you keep a record of whether English is the main language spoken at home for each child attending [name of provider]?

Yes	1	(3173)
No	2	
Don't Know	Y	

Qvacant On an average day how many vacancies do you have?

NOTE: DO NOT COUNT VACANCIES DUE TO CHILD BEING ABSENT, BUT UNFILLED VACANICES
IF ASKS, WE WANT FULL TIME VACANCIES

(1239 - 12

Numeric Range _____		
Don't Know	Y	(1239)

Permitted Range
0 TO 500 (Numeric Range)

Qweeks Thinking of the [childcare] you offer, how many weeks a year are you open and providing this sort of childcare provision?

(3177 - 31

Numeric Range _____		
Don't Know	Y	(3177)

Permitted Range
1 TO 52 (Numeric Range)

**IF Sessional OR Full day care OR Weekend club
THEN ASK: Qopen**

Qopen Can I just check, are you open during term time, school holidays or both?

Term time	1	(1242)
School holidays only		
	2	
Both	3	
Don't Know	Y	

End of Filter lopen

**IF Qopen = Term time OR Qopen = Both OR Dclub = After school club OR Dclub = Breakfast club
THEN ASK: Qhours**

Qhours On a typical day in term time how many hours are you open?

IF GIVES OPENING HOURS (e.g. 9 to 5.30) RATHER THAN ACTUAL HOURS, AND
TOO TRICKY TO WORK OUT CODE 100

(1243 - 12

Numeric Range _____

Don't Know Y (1243)

Permitted Range
0 TO 0.99 (Numeric Range)

**IF Qhours = 100
THEN ASK: Qstart, Qclose**

Qstart When do you open?

PLEASE CODE TIME IN 24 HOUR CLOCK

(1250 - 12

Numeric Range _____

Don't Know Y (1250)

Permitted Range
0 TO 0.99 (Numeric Range)

Qclose When do you close?

PLEASE CODE TIME IN 24 HOUR CLOCK

(1256 - 12

Numeric Range _____

Don't Know Y (1256)

Permitted Range
0 TO 0.99 (Numeric Range)

End of Filter lhours

Qdays And in a typical week in term time, how many days are you open?

(1262 - 12

Numeric Range _____

Don't Know Y (1262)

Permitted Range
0 TO 0.99 (Numeric Range)

End of Filter lopenti

**IF Holiday club OR Qopen = School holidays only OR Qopen = Both
THEN ASK: Qholope**

Qholope And on a typical day in the holidays, how many hours are you open?

IF NOT OPEN, CODE 0
IF GIVES OPENING HOURS (EG 8-6) RATHER THAN ACTUAL HOURS, AND TOO
TRICKY TO WORK OUT CODE 100

(1267 - 12

Numeric Range _____ Don't Know

Permitted Range
0 TO 0.99 (Numeric Range)

**IF Qholope = 100
THEN ASK: Qhstart, Qhclose**

Qhstart When do you open?

PLEASE CODE TIME IN 24 HOUR CLOCK

(1274 - 12

Numeric Range _____
Don't Know Y (1274)

Permitted Range
0 TO 0.99 (Numeric Range)

Qhclose When do you close?

PLEASE CODE TIME IN 24 HOUR CLOCK

(1308 - 13

Numeric Range _____
Don't Know Y (1308)

Permitted Range
0 TO 0.99 (Numeric Range)

End of Filter lhhours

**IF Qholope <> 0
THEN ASK: Qhdays**

Qhdays And in a typical week in the holidays, how many days are you open?

(1314 - 13

Numeric Range _____
Don't Know Y (1314)

Permitted Range
0 TO 0.99 (Numeric Range)

**End of Filter lhdays
End of Filter lhlope**

**IF (Qages(3) <> 0 AND Qages(3) <> Don't Know) OR (Qages(4) <> 0 AND Qages(4) <> Don't Know)
THEN ASK: Qflex, Qmeals**

Qflex If a three year old child is only attending for the 12 and half hours of 'free early education sessions' a week, can they do the 12 and half hours across three days instead of five if they want to?

Yes	1	(3179)
No	2	
Don't Know	Y	

Qmeals If a child is only attending for the 12 and half hours of free early education sessions is it possible for these sessions to include...

READ OUT

Breakfast	1	(3180)
Lunch	2	
Tea	3	
None of these	4	
Don't Know	Y	

**IF Dmodule = B
THEN ASK: Qlearn**

Qlearn In your view, are there certain times of the day when 3-4 year olds tend to be more receptive to learning?

Yes	1	(3208)
No	2	
Don't Know	Y	

**IF Qlearn = Yes
THEN ASK: Qtime**

Qtime Which of the following times of the day would you say 3-4 year olds tend to be more receptive to learning?

CODE ALL THAT APPLY

Early morning (before 10am)	1	(3209)
Mid morning (10am to 12 pm)	2	
Early afternoon (12pm to 4pm)	3	
Late afternoon (4pm to 6pm)	4	
Not sure	5	
Depends on child	6	
Don't Know	Y	
Other	0	
Other specify... ..		(3210 - 3213)

**End of Filter Irecep
End of Filter IB**

Q34prov Can I just check, are you currently in a position to provide nursery education for 3-4 year olds for 15 hours a week for 38 weeks a year (that is during term time)?

Yes	1	(3214)
No	2	
Don't Know	Y	

End of Filter I3or4

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, (for example nursery officers and nursery nurses) and THIRDLY other childcare support staff, not qualified to supervise a group of children on their own.

Qstaff Please can I just clarify which category you come under?

Senior manager (person with overall responsibility for managing the provision)	1	(1319)
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	
Don't Know	Y	
Other	0	
Other specify.....	(1320 - 1323)	

Qsuperv Could you tell me how many paid supervisory staff are employed to run all the childcare sessions? (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).

NOTE: IF ALL STAFF ARE UNPAID, CODE 0

Don't Know	Y	(1325 - 1326)
------------	---	---------------

Permitted Range
0 TO 500 (Numeric Range)

Qpaid Could you tell me how many other paid childcare staff were employed to run all the childcare sessions? (By this we mean all those who are not qualified to supervise a group of children on their own).

NOTE: IF ALL STAFF ARE VOLUNTEERS, CODE 0

(1328 - 1329)

Numeric Range _____
Don't Know Y (1328)

Permitted Range
0 TO 500 (Numeric Range)

**IF Qstaff <> Senior manager (person with overall responsibility for managing the provision)
THEN ASK: Qsenior**

Qsenior Can I just check, as well as these supervisory staff and other childcare staff, is there a senior manager?

Yes 1 (1331)
No 2
Don't Know Y

End of Filter Inotsm

Qttotal Can I just confirm that the total number of paid staff employed was: [number fill]?

IF NO THE INTERVIEW WILL MOVE BACK TO NUMBERS OF STAFF QUESTIONS

Yes 1 (1332)
No 2
Don't Know Y

Qstuden And how many unpaid students on placement helped to run the childcare sessions at that time?

(1333 - 1334)

Numeric Range _____
Don't Know Y (1333)

Permitted Range
0 TO 500 (Numeric Range)

Qvolunt And could you tell me how many other unpaid volunteers helped to run all the childcare sessions at that time?

(1336 - 1337)

Numeric Range _____
Don't Know Y (1336)

Permitted Range
0 TO 500 (Numeric Range)

Qcurric Does a specific member of staff have responsibility for Early Years Professional Leadership, including curriculum planning, early years professional practice and staff development, work to promote children's learning and development?

Yes 1 (3215)

No	2
Don't Know	Y

**IF Qcurric = Yes
THEN ASK: Qmember**

Qmember Is the member of staff a...

READ OUT

Senior manager	1	(3216)
Supervisor	2	
Other paid member of staff		
	3	
Don't Know	Y	

**IF Qmember = Senior manager
THEN ASK: Qaverag, Qlength**

Qaverag What percentage of their time is spent on early years professional leadership in an average week?

IF ASKS, THIS CAN INCLUDE PREPARATION TIME AND ACTUAL TIME TEACHING,
ASK RESPONDENT TO INCLUDE WHAT THEY WANT TO

(3217 - 32

Numeric Range _____		
Don't Know	Y	(3217)

Permitted Range
0 TO 100 (Numeric Range)

Qlength How long have they been in this role?

Up to six months	1	(3220)
Up to twelve months	2	
Up to eighteen months	3	
Up to two years	4	
Up to three years	5	
Up to four years	6	
Up to five years	7	
More than five years	8	
Don't Know	Y	

End of Filter Ismearl

**IF Qmember = Supervisor OR Qmember = Other paid member of staff
THEN ASK: Qeyperc, Qhow, Qeylrol, Qhr, Qpay**

I'd now like to ask some specific question about the member of staff responsible for the early years professional leadership role.

Qeyperc What percentage of their time is spent on early years professional leadership in an average week?

(3221 - 3222)

Numeric Range _____
 Don't Know Y (3221)

Permitted Range
 0 TO 100 (Numeric Range)

Qhow How long have they been employed here?

- Less than six months 1 (3224)
 - Six months to a year 2
 - Up to two years 3
 - Up to three years 4
 - Up to four years 5
 - Up to five years 6
 - Up to six years 7
 - Up to seven years 8
 - Up to eight years 9
 - Up to nine years 0 (3225)
 - Up to ten years 1
 - Up to eleven years 2
 - Up to twelve years 3
 - Up to thirteen years 4
 - Up to fourteen years 5
 - Up to fifteen years 6
 - Fifteen years or more 7
 - Don't Know Y (3224)
-

Qeylrol And how long have they been in this role?

- Up to six months 1 (3226)
 - Up to twelve months 2
 - Up to eighteen months 3
 - Up to two years 4
 - Up to three years 5
 - Up to four years 6
 - Up to five years 7
 - More than five years 8
 - Don't Know Y
-

Qhr How many hours per week do they work?

IF ASK, WE WANT CONTRACTED HOURS NOT ACTUAL HOURS WORKED

(3227 - 3228)

Numeric Range _____
 Don't Know Y (3227)

Permitted Range
 0 TO 0.99 (Numeric Range)

Qpay How much are they paid an hour? Can I remind you that you your answers are confidential.

IF UNSURE PROBE FOR BEST ESTIMATE. IF VARIES, GET LEVEL PAID MOST OFTEN
 IF ASKS - WE WANT GROSS SALARY INCLUDING TAX AND NI
 IF CAN'T GIVE HOURLY RATE CODE DK AND GO TO NEXT QUESTION

(3232 - 3233)

Numeric Range _____		
Don't Know	Y	(3232)
Refused	Z	

Permitted Range
 0 TO 0.99 (Numeric Range)

**IF Qpay = Don't Know
 THEN ASK: Qhm**

Qhm How much are they paid for any other period?

ANSWER CAN BE PER DAY, PER WEEK, PER MONTH, PER YEAR/ ANNUAL FIGURE
 IF UNSURE PROBE FOR BEST ESTIMATE. IF VARIES, GET LEVEL PAID MOST OFTEN
 IF ASKS - WE WANT GROSS SALARY INCLUDING TAX AND NI

(3237 - 3238)

Numeric Range _____		
Don't Know	Y	(3237)
Refused	Z	

Permitted Range
 0 TO 0.99 (Numeric Range)

**IF (Qhm <> 0 AND Qhm <> Don't Know AND Qhm <> Refused)
 THEN ASK: Qaaa**

Qaaa What period does that cover?

Daily	1	(3242)
Weekly	2	
Monthly	3	
Annual	4	
Don't Know	Y	
Other	0	
Other specify.....		(3243 - 3246)

**End of Filter lhm
 End of Filter lpye**

**IF Qpay = Refused OR Qhm = Refused OR Qhm = Don't Know
 THEN ASK: Qban**

Qban Would you be willing to tell us which of the following bands their hourly pay falls into?

Less than 4 pounds	1	(3247)
4 pounds to 5.50	2	
5.51 to 7.50 pounds	3	
7.51 to 10 pounds	4	
10.01 to 15 pounds	5	
More than 15 pounds an hour	6	
Don't Know	Y	
Refused	Z	

End of Filter IEYLref

Qeag And can you tell me which of the following age bands they come under?

IF UNSURE, PROBE FOR BEST ESTIMATE
READ OUT

16-19	1	(3248)
20-24	2	
25-29	3	
30-39	4	
40-49	5	
50+	6	
Don't Know	Y	
Refused	Z	

Qequ Please tell me the level of the highest qualification (relevant to working with children or young people) that the member of supervisory staff holds?

Level 1	1	(3249)
Level 2	2	
Level 3	3	
Level 4	4	
Level 5	5	
Level 6	6	
Level 7	7	
Level 8	8	
Overseas qualification	9	
No relevant qualification	0	(3250)
Don't Know	Y	(3249)
Other	0	
Other specify.....		(3251 - 3254)

**IF Qequ = Level 5 OR Qequ = Level 6 OR Qequ = Level 7 OR Qequ = Level 8 OR
THEN ASK: QEty, Qeqt**

QEty Can you tell me the name and type (e.g. BA, MA) of the qualification?
INTERVIEWER NOTE: We want the SUBJECT and the TYPE

(3255 - 3258)

Don't Know Y (3255)

Qeqt Are they a qualified teacher?

Yes 1 (3259)
No 2
Don't Know Y

End of Filter lequal

**IF Dmodule = B
THEN ASK: QEqw**

QEqw And what, if any, is the level of the highest qualification, relevant to working with children or young people, that they are working towards?

Level 1 1 (3260)
Level 2 2
Level 3 3
Level 4 4
Level 5 5
Level 6 6
Level 7 7
Level 8 8
Overseas qualification 9
Not working towards a qualification 0 (3261)
Don't Know Y (3260)
Other 0
Other specify..... (3262 - 3265)

**End of Filter IEqw
End of Filter Imember
End of Filter learly
End of Filter Icurric**

The rest of the interview is about paid staff. For each member of paid staff, I would like to know how many hours a week they work, how long they have been employed here, and how much they are paid per hour. We will ask about up to three supervisory staff and up to three other paid childcare staff, as well as [+ttpaid+]. If you have more staff than this, please tell me about the staff whose surnames are nearest the beginning of the alphabet.

**IF (Qsenior <> No AND Qsenior <> Don't Know)
THEN ASK: Qsmyear, Qsmhour, Qsmpay**

Qsmyear Firstly, how many years have you/they been employed here?

Less than six months 1 (1339)
Six months to a year 2
Up to two years 3
Up to three years 4

IF ASKS - WE WANT GROSS SALARY INCLUDING TAX AND NI

(1355 - 13

Numeric Range	_____		
Don't Know		Y	(1355)
Refused		Z	

Permitted Range
0 TO 0.99 (Numeric Range)

**IF (Qsmpaid <> 0 AND Qsmpaid <> Don't Know AND Qsmpaid <> Refused)
THEN ASK: Qsmperi**

Qsmperi What period does that cover?

Daily	1	(1365)
Weekly	2	
Monthly	3	
Annual	4	
Don't Know	Y	
Other	0	
Other specify... ..	(1366 - 1369)	

**End of Filter lpay
End of Filter ldkpay**

**IF Qsmpay = Refused OR Qsmpaid = Refused OR Qsmpaid = Don't Know
THEN ASK: Qrefuse**

Qrefuse Would you be willing to tell us which of the following bands your hourly pay /the hourly pay of the senior manager falls into?

Less than 4 pounds	1	(1370)
4 pounds to 5.50	2	
5.51 to 7.50 pounds	3	
7.51 to 10 pounds	4	
10.01 to 15 pounds	5	
More than 15 pounds an hour	6	
Don't Know	Y	
Refused	Z	

End of Filter lrefuse

Qsmage And which of the following age bands do you/they come under?

READ OUT

16-19	1	(1371)
20-24	2	
25-29	3	
30-39	4	

40-49	5
50+	6
Don't Know	Y
Refused	Z

Qnquali Can you tell me the level of the highest qualification, relevant to working with children or young people, that you/they hold?

CODE ONE 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

Level 1	1	(3266)
Level 2	2	
Level 3	3	
Level 4	4	
Level 5	5	
Level 6	6	
Level 7	7	
Level 8	8	
Overseas qualification	9	
No relevant qualification	0	(3267)
Don't Know	Y	(3266)
Other	0	
Other specify.....		(3268 - 3271)

IF Qnquali = Level 5 OR Qnquali = Level 6 OR Qnquali = Level 7 OR Qnquali = Level 8 OR THEN ASK: Qnquald, Qnqts

Qnquald Can you tell me the name and type (e.g. BA, MA) of the qualification?
 INTERVIEWER NOTE: We want the SUBJECT and the TYPE

(3272 - 3275)

Don't Know Y (3272)

Qnqts Are you/they a qualified teacher?

Yes	1	(3276)
No	2	
Don't Know	Y	

End of Filter Ilev5

**IF Dmodule = B
THEN ASK: Qsmwork, Qnlewev**

Qnlewev And what, if any, is the level of the highest qualification, relevant to working with children or young people that you/they are currently working towards?

Level 1	1	(3277)
Level 2	2	
Level 3	3	
Level 4	4	
Level 5	5	
Level 6	6	
Level 7	7	
Level 8	8	
Overseas qualification	9	
Not working towards a qualification	0	(3278)
Don't Know	Y	(3277)
Other	0	
Other specify... ..	(3308 - 3311)	

End of Filter lqualB

Qnvq Are you/they an NVQ assessor?

Yes	1	(1422)
No	2	
Don't Know	Y	

End of Filter lsenior

**IF Qsuperv <> 0 AND Qsuperv <> Don't Know
THEN ASK: Dnumber**

Now I'd like to ask about the supervisory staff (those qualified to supervise a group of children on their own)

Qsuh Firstly, thinking of the ... member of supervisory staff, how long have they been employed here?

Less than six months	1	(1424)
Six months to a year	2	
Up to two years	3	
Up to three years	4	
Up to four years	5	
Up to five years	6	
Up to six years	7	
Up to seven years	8	
Up to eight years	9	
Up to nine years	0	(1425)
Up to ten years	1	
Up to eleven years	2	

Up to twelve years	3
Up to thirteen years	4
Up to fourteen years	5
Up to fifteen years	6
Fifteen years or more	7
Don't Know	Y (1424)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1424 - 1425) to (1428 - 1429)

Qsup How many hours per week do they work?

IF ASK, WE WANT CONTRACTED HOURS NOT ACTUAL HOURS WORKED

(1430 - 1434)

Numeric Range _____	
Don't Know	Y (1430)

Permitted Range
0 TO 0.99 (Numeric Range)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1430 - 1434) to (1440 - 1444)

Qspa How much are they paid an hour? Can I remind you that you your answers are confidential.

IF UNSURE PROBE FOR BEST ESTIMATE.
IF VARIES, GET LEVEL PAID MOST OFTEN
IF ASKS - WE WANT GROSS SALARY INCLUDING TAX AND NI
IF CAN'T GIVE HOURLY RATE CODE DK AND GO TO NEXT QUESTION

(1445 - 1449)

Numeric Range _____	
Don't Know	Y (1445)
Refused	Z

Permitted Range
0 TO 0.99 (Numeric Range)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1445 - 1449) to (1455 - 1459)

IF Qspa = Don't Know

THEN ASK: Qshm

Qshm How much are they paid for any other period?

ANSWER CAN BE PER DAY, PER WEEK, PER MONTH, PER YEAR/ ANNUAL
FIGURE

IF UNSURE PROBE FOR BEST ESTIMATE.

IF VARIES, GET LEVEL PAID MOST OFTEN

IF ASKS - WE WANT GROSS SALARY INCLUDING TAX AND NI

(1460 - 14

Numeric Range _____

Don't Know Y (1460)

Refused Z

Permitted Range

0 TO 0.99 (Numeric Range)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1460 - 1464) to (1470 - 1474)

**IF (Qshm <> 0 AND Qshm <> Don't Know AND Qshm <> Refused)
THEN ASK: Qspe**

Qspe What period does that cover?

Daily 1 (1475)

Weekly 2

Monthly 3

Annual 4

Don't Know Y

Other 0

Other specify... (1508 - 1511)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1475) to (1477) for precodes and (1508 - 1511) to
(1516 - 1519) for other specify

**End of Filter lpay1
End of Filter lsdkpay**

**IF Qspa = Refused OR Qshm = Refused OR Qshm = Don't Know
THEN ASK: Qpba**

Qpba Would you be willing to tell us which of the following bands their hourly pay falls into?

Less than 4 pounds	1	(1520)
4 pounds to 5.50	2	
5.51 to 7.50 pounds	3	
7.51 to 10 pounds	4	
10.01 to 15 pounds	5	
More than 15 pounds an hour	6	
Don't Know	Y	
Refused	Z	

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1520) to (1522)

End of Filter lpairef

Qsag And which of the following age bands do they fall under?

IF UNSURE, PROBE FOR BEST ESTIMATE

READ OUT

16-19	1	(1523)
20-24	2	
25-29	3	
30-39	4	
40-49	5	
50+	6	
Don't Know	Y	
Refused	Z	

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1523) to (1525)

Qnsq Please tell me the level of the highest qualification (relevant to working with children or young people) that the member of supervisory staff holds?

Level 1	1	(3312)
Level 2	2	
Level 3	3	
Level 4	4	
Level 5	5	
Level 6	6	
Level 7	7	
Level 8	8	
Overseas qualification	9	

No relevant qualification	0	(3313)
Don't Know	Y	(3312)
Other	0	
Other specify.....		(3318 - 3321)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (3312 - 3313) to (3316 - 3317) for precodes and (3318 - 3321) to (3326 - 3329) for other specify

IF Qnsq = Level 5 OR Qnsq = Level 6 OR Qnsq = Level 7 OR Qnsq = Level 8 OR THEN ASK: Qn5s, Qnqt

Qn5s Can you tell me the name and type (e.g. BA, MA) of the qualification?
 INTERVIEWER NOTE: We want the SUBJECT and the TYPE

(3330 - 3333)

Don't Know	Y	(3330)
------------	---	--------

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (3330 - 3333) to (3338 - 3341)

Qnqt Are they a qualified teacher?

Yes	1	(3342)
No	2	
Don't Know	Y	

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (3342) to (3344)

End of Filter Islv5

**IF Dmodule = B
THEN ASK: Qswq, Qnqw**

Qnqw And what, if any, is the level of the highest qualification, relevant to working with children or young people, that they are working towards?

Level 1	1	(3345)
Level 2	2	
Level 3	3	
Level 4	4	
Level 5	5	
Level 6	6	
Level 7	7	
Level 8	8	
Overseas qualification	9	
Not working towards a qualification	0	(3346)
Don't Know	Y	(3345)
Other	0	
Other specify.....		(3351 - 3354)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (3345 - 3346) to (3349 - 3350) for precodes and (3351 - 3354) to (3359 - 3362) for other specify

**End of Filter IsuquB
End of Filter Isuper**

**IF Qpaid <> 0 AND Qpaid <> Don't Know
THEN ASK: Dnumbe2**

Now I'd like to ask you about your other paid childcare staff (those that are not qualified to supervise a group of children on their own). Please do not include any unpaid volunteers.

Qoem Firstly, thinking of the ... member of childcare staff, how long have they been employed here?

Less than six months	1	(1647)
Six months to a year	2	
Up to two years	3	
Up to three years	4	
Up to four years	5	
Up to five years	6	
Up to six years	7	
Up to seven years	8	

Up to eight years	9	
Up to nine years	0	(1648)
Up to ten years	1	
Up to eleven years	2	
Up to twelve years	3	
Up to thirteen years	4	
Up to fourteen years	5	
Up to fifteen years	6	
Fifteen years or more	7	
Don't Know	Y	(1647)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1647 - 1648) to (1651 - 1652)

Qoth How many hours per week do they work?

IF ASK, WE WANT CONTRACTED HOURS NOT ACTUAL HOURS WORKED

(1653 - 1654)

Numeric Range _____

Don't Know Y (1653)

Permitted Range

0 TO 0.99 (Numeric Range)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1653 - 1657) to (1663 - 1667)

Qopa How much are they paid an hour? Can I remind you that you your answers are confidential.

IF UNSURE PROBE FOR BEST ESTIMATE. IF VARIES, GET LEVEL PAID MOST OFTEN

IF ASKS - WE WANT GROSS SALARY INCLUDING TAX AND NI

IF CAN'T GIVE HOURLY RATE CODE DK AND GO TO NEXT QUESTION

(1668 - 1669)

Numeric Range _____

Don't Know Y (1668)

Refused Z

Permitted Range

0 TO 0.99 (Numeric Range)

This question is repeated for the following loop values:

- FIRST

- SECOND
- THIRD

A total of 3 iterations occupying columns (1668 - 1672) to (1708 - 1712)

**IF Qopa = Don't Know
THEN ASK: Qoop**

Qoop How much are they paid for any other period?

ANSWER CAN BE PER DAY, PER WEEK, PER MONTH, PER YEAR/ ANNUAL
FIGURE
IF UNSURE PROBE FOR BEST ESTIMATE. IF VARIES, GET LEVEL PAID MOST
OFTEN

IF ASKS - WE WANT GROSS SALARY INCLUDING TAX AND NI

(1713 - 1717)

Numeric Range _____			
Don't Know		Y	(1713)
Refused		Z	

Permitted Range
0 TO 0.99 (Numeric Range)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1713 - 1717) to (1723 - 1727)

**IF (Qoop <> 0 AND Qoop <> Don't Know AND Qoop <> Refused)
THEN ASK: Qope**

Qope What period does that cover?

Daily			1 (1728)
Weekly		2	
Monthly		3	
Annual		4	
Don't Know		Y	
Other		0	
Other specify... ..			(1731 - 1734)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1728) to (1730) for precodes and (1731 - 1734) to
(1739 - 1742) for other specify

End of Filter lpay2
End of Filter lodkpay

IF Qopa = Refused OR Qoop = Refused OR Qoop = Don't Know
THEN ASK: Qpbo

Qpbo Would you be willing to tell us which of the following bands their hourly pay falls into?

Less than 4 pounds	1	(1743)
4 pounds to 5.50	2	
5.51 to 7.50 pounds	3	
7.51 to 10 pounds	4	
10.01 to 15 pounds	5	
More than 15 pounds an hour	6	
Don't Know	Y	
Refused	Z	

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1743) to (1745)

End of Filter lotpban

Qoag And which of the following age bands do they come under?

IF UNSURE, PROBE FOR BEST ESTIMATE
READ OUT

16-19	1	(1746)
20-24	2	
25-29	3	
30-39	4	
40-49	5	
50+	6	
Don't Know	Y	
Refused	Z	

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (1746) to (1748)

Qnqu And what is the level of the highest qualification (relevant to working with children or young people) that the member of staff holds?

Level 1	1	(3363)
Level 2	2	
Level 3	3	
Level 4	4	

Level 5	5	
Level 6	6	
Level 7	7	
Level 8	8	
Overseas qualification	9	
No relevant qualification	0	(3364)
Don't Know	Y	(3363)
Other	0	
Other specify... ..		(3369 - 3372)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (3363 - 3364) to (3367 - 3368) for precodes and (3369 - 3372) to (3377 - 3380) for other specify

**IF Qnqu = Level 5 OR Qnqu = Level 6 OR Qnqu = Level 7 OR Qnqu = Level 8
THEN ASK: Qn5o, Ques**

Qn5o Can you tell me the name and type (e.g. BA, MA) of the qualification?
INTERVIEWER NOTE: We want the SUBJECT and the TYPE

Don't Know

(3408 - 3411)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (3408 - 3411) to (3416 - 3419)

Ques Are they a qualified teacher?

Yes	1	(3420)
No	2	
Don't Know	Y	

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (3420) to (3422)
End of Filter Inq5

IF Dmodule = B
THEN ASK: Qoqw, Qnoq

Qnoq And what, if any, is the level of the highest qualification, relevant to working with children or young people, that they are working towards?

Level 1	1	(3423)
Level 2	2	
Level 3	3	
Level 4	4	
Level 5	5	
Level 6	6	
Level 7	7	
Level 8	8	
Overseas qualification	9	
Not working towards a qualification	0	(3424)
Don't Know	Y	(3423)
Other	0	
Other specify.....		(3429 - 3432)

This question is repeated for the following loop values:

- FIRST
- SECOND
- THIRD

A total of 3 iterations occupying columns (3423 - 3424) to (3427 - 3428) for precodes and (3429 - 3432) to (3437 - 3440) for other specify

End of Filter loqB
End of Filter lpaid

Now, thinking about all paid staff, including supervisory staff, other childcare staff and [+dtsex+].

IF Qsuperv > 3 OR Qpaid > 3
THEN ASK: Qnvqche

QnstIn total, how many staff (including those you have just told me about and the senior manager/yourself) have their highest qualification relevant to working with children or young people at the following levels:

...
 RECORD FOR EACH. CHECK TOTAL ADDS TO TOTAL NUMBER OF STAFF - [Number fill]. IF NOT CHECK WITH RESPONDENT

(3441 - 3444)

Numeric Range _____
Don't Know Y (3441)

Permitted Range
0 TO 500 (Numeric Range)

This question is repeated for the following loop values:

- No qualifications
- At NVQ level 1 or 2 (or equivalent)
- At NVQ level 6 or above (or equivalent)

A total of 3 iterations occupying columns (3441 - 3443) to (3447 - 3449)

Qnvcche In total this adds up to [number fill] but earlier on you said you had [number fill] paid staff. Is this correct?

Yes 1 (1911)
No 2
Don't Know Y

End of Filter lover3

Qmale How many of the paid staff are male?

CHECK THAT NOT HIGHER THAN THE TOTAL NUMBER OF STAFF – [number fill]

(1912 - 1914)

Numeric Range _____
Don't Know Y (1912)

Permitted Range
0 TO 500 (Numeric Range)

Qethni How many paid staff would describe themselves as being from a black or minority ethnic group (please include yourself)?

(1915 - 1917)

Numeric Range _____
Don't Know Y (1915)

Qstaeth Do you keep a record of the specific ethnic group that each member of staff is from?

Yes 1 (1918)
No 2
Don't Know Y

Qdisabi 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"?

CHECK THAT NOT HIGHER THAN THE TOTAL NUMBER OF STAFF - [number fill]

(1919 - 19

Numeric Range _____

Don't Know Y (1919)

Permitted Range
0 TO 500 (Numeric Range)

Qwork How many paid staff do other paid work in addition to working for [name of provider] as far as you are aware?

CHECK THAT NOT HIGHER THAN THE TOTAL NUMBER OF STAFF - [number fill]

(1922 - 19

Numeric Range _____

Don't Know Y (1922)

Permitted Range
0 TO 500 (Numeric Range)

**IF Qwork < 0 AND Qwork < Don't Know
THEN ASK: Qother**

Qother Of these, how many do other paid work in the education or childcare sector?

CHECK THAT NOT HIGHER THAN THE TOTAL NUMBER OF STAFF DOING OTHER
WORK - [number fill]

(1925 - 19

Numeric Range _____

Don't Know Y (1925)

Permitted Range
0 TO 500 (Numeric Range)
End of Filter Iother

Qagency In the last 12 months, have you used any agency, freelance or supply childcare staff?

Yes	1	(1928)
No	2	
Can't remember	3	
Don't Know	Y	

IF Dmodule = B

IF (Qnlewev ⇨ Overseas qualification AND Qnlewev ⇨ Not working towards a qualification AND Qnlewev ⇨ Don't Know) OR (Qnoq ⇨ Overseas qualification AND Qnoq ⇨ Not working towards a qualification AND Qnoq ⇨ Don't Know) OR (Qnqw ⇨ Overseas qualification AND Qnqw ⇨ Not working towards a qualification AND Qnqw ⇨ Don't Know)
 THEN ASK: Qtimeof, Qcosts

Thinking now of the staff that are working towards qualifications relevant to working with children or young people.

Qtimeof Are staff allowed time off, when they would otherwise be working, so that they can work towards their qualification?

Yes	1	(1929)
No	2	
Don't Know	Y	

Qcosts Does your organisation pay for any of the costs for staff to train for these qualifications?

Yes	1	(1930)
No	2	
Don't Know	Y	

End of Filter lworkin

Qtrain Apart from training for actual qualifications, do you help your staff get any other training?

Yes	1	(1931)
No	2	
Don't Know	Y	

**IF Qtrain = Yes
 THEN ASK: QSort**

QSort What sort of other training?

DO NOT PROMPT. PROBE FULLY AND CODE ALL THAT APPLY

Childcare training - include courses on 'creative play' etc	1	(1932)
Health and safety training	2	
Management/business skills training	3	
First aid	4	
Food hygiene	5	
Child protection	6	
SEN/Disability/Inclusion	7	
Don't Know	Y	

Other 0
 Other specify... (1933 - 1936)

End of Filter Itrain

Qitc Do you have a computer on site that can be used for administrative purposes?

Yes 1 (3535)
 No 2
 Don't Know Y

Qamount Thinking of your paid staff as a whole, do you think the amount of childcare training received in the last year was...
 READ OUT. CODE ONE ONLY

Too little 1 (1937)
 Too much 2
 About right 3
 Don't Know Y

Qwritte Does your organisation have a written training plan?
 CODE ONE ONLY

Yes 1 (1938)
 No 2
 Don't Know Y

Qbudget Does your organisation have a training budget?

Yes 1 (1939)
 No 2
 Don't Know Y

Qfund Do you get funding for staff training from any of the following sources?
 READ OUT AND CODE EACH
 IF MENTION FREE COURSES PROVIDED BY COUNCIL CODE AS LOCAL AUTHORITY

Local authority/ EYDCP/
 Free Local Authority
 courses 1 (1940)
 Sure Start 2
 Learning and Skills
 Council 3
 Jobcentre Plus 4
 Don't Know Y
 None of these X
 Other funding sources
 outside your organisation 0
 Other specify... (1941 - 1944)

**IF Dmanage = Senior manager OR Qsenior = Yes
THEN ASK: Qrequir**

Qrequir When you/the senior manager was appointed, were you/they required to have any qualifications relevant to working with children or young people?

- Yes 1 (1945)
- No 2
- Can't remember 3
- Don't Know Y

**IF Qrequir = No
THEN ASK: Qrework**

Qrework Were you/they required to work towards a qualification relevant to working with children or young people?

- Yes 1 (1946)
- No 2
- Don't Know Y

**End of Filter Inotreq
End of Filter Ism**

**IF (Qsuperv <> 0 AND Qsuperv <> Don't Know)
THEN ASK: Qsupes**

Qsupes 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.

- Numeric Range _____ (1947 - 1950)
- Don't Know Y (1947)

Permitted Range
0 TO 500 (Numeric Range)

End of Filter Isupes

**IF (Qpaid <> 0 AND Qpaid <> Don't Know)
THEN ASK: Qpaids**

Qpaids And how many other paid childcare staff (those not qualified to supervise a group of children on their own) have you recruited in the past 12 months?

- Numeric Range _____ (1950 - 1951)
- Don't Know Y (1950)

Permitted Range

0 TO 500 (Numeric Range)

End of Filter lpaids

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

(1972 - 1974)

Numeric Range _____

Don't Know Y (1972)

Permitted Range

0 TO 500 (Numeric Range)

IF Qleft > 0

Qlef As far as you are aware, of those who have left your employment in the past 12 months [+Rleft+]

(1975 - 1977)

Numeric Range _____

Don't Know Y (1975)

Permitted Range

0 TO 500 (Numeric Range)

This question is repeated for the following loop values:

- How many have got other jobs within the childcare or early education sector
- How many have got other jobs outside the childcare or early education sector
- How many didn't obtain another job

A total of 3 iterations occupying columns (1975 - 1977) to (2008 - 2010)

**IF Qlef(2) > 0 AND
THEN ASK: Qconchi**

Qconchi As far as you know, how many of those who left for a job outside the childcare and early education sector were continuing to work with children?

(2011 - 2013)

Numeric Range _____

Don't Know Y (2011)

Permitted Range

0 TO 500 (Numeric Range)

End of Filter lcontin

**IF Qleft <> 0 AND Qleft <> Don't Know
THEN ASK: Qreason**

End of Filter lleave

Qrecrui Do you currently have any vacancies for paid staff of any level where you are actively trying to recruit?

Yes	1	(2019)
No	2	
Don't Know	Y	

IF Qrecrui = Yes

Qactive How many vacancies do you have at each of the following levels? I am still talking about vacancies where you are actively trying to recruit.....

		(2020 - 2022)
	Numeric Range _____	
	Don't Know	Y (2020)
Permitted Range		
0 TO 500 (Numeric Range)		

This question is repeated for the following loop values:

- Senior Manager
- Supervisory staff
- Other paid childcare staff

A total of 3 iterations occupying columns (2020 - 2022) to (2026 - 2028)

End of Filter lotvaca
End of Filter lrecrui

IF Qrecrui = No OR Qrecrui = Don't Know
THEN ASK: Qvacans
End of Filter lnovac
End of Filter lmodB

IF Dmodule = A

Qbusine Does your organisation have a written business plan?

Yes	1	(2052)
No	2	
Don't Know	Y	

IF Qbusine = Yes
THEN ASK: Q2years

Q2years	Has it been updated within the past 2 years?		
	Yes	1	(2053)
	No	2	
	Don't Know	Y	

End of Filter Ibusine

Now I'd like to ask about your fees and other sources of income.

Qcharge When you charge parents, what units do you usually use:

READ OUT AND CODE ONE ONLY. IF USE MORE THAN ONE UNIT, ASK RESPONDENT TO PICK MOST COMMON, IF DON'T USE ONE MORE THAN OTHERS ASK THEM TO JUST PICK ONE.

Per hour	1	(2252)
Per half day or session	2	
Per day	3	
Per week	4	
Don't Know	Y	
Other	0	
Other specify.....	(2253 - 2256)	

Qfees Do the fees vary at all from child to child?

Yes	1	(2257)
No	2	
Don't Know	Y	

**IF Qfees = Yes
THEN ASK: Qcover, Qncover**

Qncover Do the fees vary depending on any of the following factors:
READ OUT AND CODE FOR EACH

Age of child	1	(3536)
Parent's income	2	
Number of siblings enrolled	3	
Number of hours per week they do	4	
Depending on what the fees cover (e.g. food, nappies etc)	5	
Depending on whether parents get Local Authority grant	6	
Time of day	7	
Don't Know	Y	
Other	0	

End of Filter lfees

**IF Qopen = Both
THEN ASK: Qboth**

Qboth Are the fees you charge during term time different to those you charge during the school holidays?

Yes	1	(2263)
No	2	
Don't Know	Y	

IF Qboth = Yes

For the following questions, please can you tell us about the fees you charge during term time.

**End of Filter lvary
End of Filter lboth**

**IF Qages(1) <> 0 AND Qages(1) <> Don't Know
THEN ASK: Q18mth**

Q18mth How much do you charge for a typical child aged 18 months & Qcharge&?
THIS SHOULD BE THE AMOUNT THE PROVIDER RECEIVES NOT WHAT PARENTS PAY (i.e. INCLUDE MONEY FROM GRANT)
IF VARIES PROBE FOR AN APPROXIMATE AMOUNT.
IF NEEDS GUIDANCE

No siblings
Most common number of hours

Numeric Range _____		(3541 - 3542)
Don't Know	Y	(3541)
Refused	Z	

Permitted Range
0 TO 0.99 (Numeric Range)

End of Filter lu2

**IF Qages(3) <> 0 AND Qages(3) <> Don't Know
THEN ASK: Q3yroid**

Q3yroid How much do you charge for a typical child aged 3 years old months & Qcharge&?

THIS SHOULD BE THE AMOUNT THE PROVIDER RECEIVES NOT WHAT PARENTS PAY (i.e. INCLUDE MONEY FROM GRANT)
 IF VARIES PROBE FOR AN APPROXIMATE AMOUNT.
 IF NEEDS GUIDANCE

No siblings
 Most common number of hours

(3546 - 3548)

Numeric Range	_____		
Don't Know		Y	(3546)
Refused		Z	

Permitted Range
 0 TO 0.99 (Numeric Range)

End of Filter I3yr

**IF (Qages(1) = 0 OR Qages(1) = Don't Know) AND (Qages(3) = 0 OR Qages(3) = Don't Know)
 THEN ASK: Qtyp**

QtypHow much do you charge for a typical child &Qcharge&?
 THIS SHOULD BE THE AMOUNT THE PROVIDER RECEIVES NOT WHAT PARENTS PAY (i.e. INCLUDE MONEY FROM GRANT)
 IF VARIES PROBE FOR AN APPROXIMATE AMOUNT.
 IF NEEDS GUIDANCE

No siblings
 Most common number of hours

(3551 - 3553)

Numeric Range	_____		
Don't Know		Y	(3551)
Refused		Z	

Permitted Range
 0 TO 0.99 (Numeric Range)

End of Filter Inou23

Qdeposi Do you charge a deposit or registration fee when children register at [name of provider]?

Yes		1	(3556)
No		2	
Don't Know		Y	

**IF Qdeposi = Yes
 THEN ASK: Qdepamo**

Qdepamo How much is this deposit or registration fee?

IF HAVE SEPARATE DEPOSIT AND REGISTRATION FEES, TAKE A TOTAL FIGURE

(3557 - 35

Numeric Range _____
 Don't Know Y (3557)

Permitted Range
 0 TO 1000 (Numeric Range)

End of Filter Ideposit

NUMERIC CHECK APPEARS HERE

**IF Qtaxcre = Yes
 THEN ASK: Qdiffer
 End of Filter Itaxcre**

Qtc2006 In April 2006, there was a change to the tax credits. The amount of childcare that parents are able to claim has risen from 70% of the limit to 80%. Were you aware of this change?

Yes 1 (2266)
 No 2
 Don't Know Y

**IF Qtc2006 = Yes
 THEN ASK: Qndiff**

Qndiff Has this change lead you to make any changes to the fees that you charged?

Yes - increased them 1 (3561)
 Yes - decreased them 2
 No 3
 Don't Know Y

End of Filter Itax

Qvouch Have you heard of childcare vouchers?

IF NOT SURE WHAT THEY ARE. Childcare vouchers are provided by employers to help employees pay for childcare.

Yes 1 (3562)
 No 2
 Don't Know Y

**IF Qvouch = Yes
 THEN ASK: Qaccept, Qnatin**

Qaccept	Do you accept childcare vouchers?			
		Yes	1	(3563)
		No	2	
		Don't Know	Y	

Qnatin From April 2006, employees do not pay tax or national insurance on the first 55 pounds a week covered by childcare vouchers. Were you aware of this?

NOTE: FROM APRIL 2005, EMPLOYEES WHO GOT CHILDCARE VOUCHERS DID NOT PAY TAX ON THE FIRST 50 POUNDS PER WEEK OF REGISTERED OR APPROVED CHILDCARE COVERED BY THE VOUCHER. THE FIGURE INCREASED TO 55 POUNDS A WEEK IN APRIL 2006.

	Yes	1	(3564)
	No	2	
	Don't Know	Y	

**IF Qaccept = No
THEN ASK: Qconsid**

Qconsid	Are you considering accepting childcare vouchers in the future?			
		Yes	1	(3565)
		No	2	
		Don't Know	Y	

End of Filter Inoacce

**IF Qaccept = Yes
THEN ASK: Qparent**

Qparent Do any of the children attending have their childcare paid for, partly or wholly, by a parent's employer (for example, via childcare vouchers or direct payment to you from the employer)?

DO NOT INCLUDE COLLEGES THAT PAY FOR CHILDCARE FOR THOSE ATTENDING COURSES

	Yes	1	(2267)
	No	2	
	Don't Know	Y	

**IF Qparent = Yes
THEN ASK: Qnumpar**

Qnumpar How many children have their childcare paid through childcare vouchers or direct payment to you from a parent's employer?

NOTE: TOTAL NUMBER ENROLLED WAS [number fill]

(2268 - 2268)

Numeric Range _____

Don't Know Y (2268)

Permitted Range

0 TO 5000000 (Numeric Range)

End of Filter lparent

End of Filter laccept

End of Filter lvouch

Now I'd just like to look at your income from various sources.

Qtotinc Approximately, what is your total income from fees paid by parents?

THIS FIGURE CAN BE FOR A WEEK, 4 WEEK PERIOD, A MONTH, A QUARTER OR A YEAR/ ANNUAL

(2318 - 2318)

Numeric Range _____

Don't Know Y (2318)

Permitted Range

0 TO 500000 (Numeric Range)

IF (Qtotinc <= 0 AND Qtotinc <= Don't Know)

THEN ASK: Qtoinpe

Qtoinpe What period does this cover?

Week 1 (2328)

4 week period 2

Month 3

Quarter 4

Year 5

Don't Know Y

Other 0

Other specify... (2329 - 2332)

End of Filter lpay6

NUMERIC CHECK APPEARS HERE

Qlocal Approximately, what is your total income from local authorities / central government funding (e.g. NEG, EYDCP) (not including fund-raising or any other income)?

THIS FIGURE CAN BE FOR A WEEK, 4 WEEK PERIOD, A MONTH, A QUARTER OR A YEAR/ ANNUAL

(2333 - 2333)

Permitted Range
0 TO 1000000 (Numeric Range)

Numeric Range _____
Don't Know Y (2333)

**IF (Qlocal <> 0 AND Qlocal <> Don't Know)
THEN ASK: Qlocper**

Qlocper What period does this cover?

Week 1 (2344)
4 week period 2
Month 3
Quarter 4
Year 5
Don't Know Y
Other 0
Other specify..... (2345 - 2348)

End of Filter lpay7

NUMERIC CHECK APPEARS HERE

Qsource We've talked about fees and money from local authorities or central government. What, if any, are your other main sources of income?
READ OUT AND CODE ALL THAT APPLY

No other sources 1 (2349)
Fundraising 2
Sure Start 3
NNI 4
Don't Know Y
Other 0
Other specify... (2350 - 2353)

**IF Qsource = Fundraising OR Qsource = Sure Start OR Qsource = NNI OR Qsource = Other
THEN ASK: Qtotsou**

Qtotsou What is your total income from any other source (eg fundraising, lottery, assets etc)?

THIS FIGURE CAN BE FOR A WEEK, 4 WEEK PERIOD, A MONTH, A QUARTER OR A YEAR/ ANNUAL

(2354 - 2354)

Numeric Range _____
Don't Know Y (2354)

Permitted Range
0 TO 1000000 (Numeric Range)

**IF (Qtotsou <= 0 AND Qtotsou <= Don't Know)
THEN ASK: Qtooth**

Qtooth What period does this cover?

- | | | |
|--------------------|---------------|--------|
| Week | 1 | (2365) |
| 4 week period | 2 | |
| Month | 3 | |
| Quarter | 4 | |
| Year | 5 | |
| Don't Know | Y | |
| Other | 0 | |
| Other specify..... | (2366 - 2369) | |

**End of Filter lpay8
End of Filter lsource**

NUMERIC CHECK APPEARS HERE

**IF Qnchari = Yes
THEN ASK: Qsurplu**

Qsurplu In the most recent financial year, has [provider name] made any surpluses or reserves,
has it just covered its costs or operated at a loss?

- | | | |
|--------------------|---|--------|
| Made surpluses | 1 | (2371) |
| Covered costs | 2 | |
| Operated at a loss | 3 | |
| Don't Know | Y | |

End of Filter lcharit

**IF Qnchari = No OR Qnchari = Don't Know
THEN ASK: Qprofit**

Qprofit In the most recent financial year, has this [provider name] made a profit, just covered its
costs or operated at a loss?

- | | | |
|--------------------|---|--------|
| Made profit | 1 | (2372) |
| Covered costs | 2 | |
| Operated at a loss | 3 | |
| Don't Know | Y | |

End of Filter lnotcha

Qevens Approximately, how many places per day do you need to be taken up for you to break
even?

WRITE IN NUMBER OF PLACES.

IF PROVIDES %, CODE 999

Permitted Range _____ (2416 - 24)
0 TO 1000 (Numeric Range) Don't Know Y (2416)

**IF Qevens = 999
THEN ASK: Qpercen**

Qpercen WRITE IN PERCENTAGE OF PLACES THAT NEED TO BE TAKEN TO
BREAK EVEN.
(RANGE 1-100)

Permitted Range _____ (2420 - 24)
0 TO 100 (Numeric Range) Don't Know Y (2420)

End of Filter Ipercen

Qexpand In your current premises, could you expand the number of registered places
that you offer?

IF SAYS THEY DO NOT WANT TO EXPAND, SAY "IF YOU WANTED TO"

Yes 1 (2423)
No 2
Don't Know Y

Q12mon Have you expanded in terms of the number of registered places that you offer
in the last 12 months?

Yes 1 (2424)
No 2
Don't Know Y

**IF Q12mon = No
THEN ASK: Qincrea**

Qincrea Do you plan to increase the number of registered places that you are able to offer in the
next 12 months?

Yes	1	(2425)
No	2	
Don't Know	Y	

**IF Qincrea = No
THEN ASK: Qnotpla**

Qnotpla Why don't you plan to increase the number of registered places?
DO NOT PROMPT - PROBE FULLY. CODE ALL THAT APPLY

Already at maximum capacity	1	(2426)
Would need larger premises	2	
Difficulties recruiting suitable staff	3	
No sufficient demand for extra places	4	
Too much competition from other providers	5	
Too costly to expand	6	
Don't Know	Y	
Other	0	
Other specify.....		(2427 - 2430)

**End of Filter Inoinc
End of Filter Inotexp**

Qfeeinc When was the last time that you raised your fees?

In last 6 months	1	(2431)
6 months - year	2	
One year - 2 years ago	3	
More than 2 years ago	4	
Have never changed fees	5	
Don't Know	Y	

**IF Qfeeinc = More than 2 years ago OR Qfeeinc = Have never changed fees
THEN ASK: Qreduce**

Qreduce Have you reduced your fees in the last 2 years?

Yes	1	(2432)
No	2	
Don't Know	Y	

End of Filter Ilastra

**IF dccsam = Children's centre
THEN ASK: Qccopen, Qnpct, Qnpvic, Qnpvif**

Qccopen	Is the Children's centre as a whole, that is not just the childcare, open during term time, school holidays or both?			
		Term time	1	(3566)
		School holidays	2	
		Both	3	
		Don't Know	Y	

Qnpct	How would you describe your relations with your local Primary Care Trust, at a delivery level?			
		Excellent	1	(3567)
		Good	2	
		Developing	3	
		Poor	4	
		Don't Know	Y	

Qnpvic	Is all childcare provided directly by the Children's centre, or is any provided via links with other organisations?			
		Children's Centre only	1	(3568)
		Links with other organisations	2	
		Both	3	
		Don't Know	Y	

Qnpvif	Are all family support services provided directly by the Children's centre, or are any provided via links with other organisations?			
		Children's centre only	1	(3569)
		Links with other organisations	2	
		Both	3	
		Don't Know	Y	

Qnsu	Which of the following family support services does your centre already offer by itself or through links with other organisations? ...			
		Yes - by provider	1	(3570)
		Yes - via links	2	
		No	3	
		Don't Know	Y	

This question is repeated for the following loop values:

- Support for particular black or minority ethnic groups
- Relationship support
- Support for teenage parents
- Support for lone parents
- Support for people with mental health problems
- Support for families with drug or alcohol-related problems
- Support for families with a parent in prison or know to be involved in criminal activity

- Support for families of asylum seekers
- Literacy, language or numeracy programmes for parents or carers with basic skills needs
- Support for parents with disabled children (including learning disabilities)
- Any other services

A total of 11 iterations occupying columns (3570) to (3580)

**IF Qnsu = No
THEN ASK: Qns1**

Qns1 Do you plan to offer this support within the next 12 months?

Yes	1	(3608)
No	2	
Don't Know	Y	

This question is repeated for the following loop values:

- Support for particular black or minority ethnic groups
- Relationship support
- Support for teenage parents
- Support for lone parents
- Support for people with mental health problems
- Support for families with drug or alcohol-related problems
- Support for families with a parent in prison or know to be involved in criminal activity
- Support for families of asylum seekers
- Literacy, language or numeracy programmes for parents or carers with basic skills needs
- Support for parents with disabled children (including learning disabilities)
- Any other services

A total of 11 iterations occupying columns (3608) to (3618)

**End of Filter Ins1
End of Filter lccentr**

**IF Dclub = After school club OR Dclub = Holiday club OR Dclub = Breakfast club
OR Dclub = Weekend club
THEN ASK: Qsite, Qprovid**

Qsite Is (any of) your [type of provision] childcare provision on the site of a school?

Yes	1	(3619)
No	2	
Don't Know	Y	

Qprovid Is the registered provider of this childcare a school governing body?

Yes	1	(3620)
No	2	
Don't Know	Y	

**IF Qprovid = No
THEN ASK: Qcontra**

Qcontra Is there a contract or partnership agreement between your organisation and [+vca31+] schools for the provision of [type of provision] childcare?

Yes	1	(3621)
No	2	
Don't Know	Y	

**IF Qcontra = Yes
THEN ASK: Qschool, Qtransp**

Qschool How many schools do you have a contract or partnership agreement with?

(3622 - 3623)

Numeric Range _____		
Don't Know	Y	(3622)

Permitted Range
1 TO 50 (Numeric Range)

Qtransp Is there supervised transport for children between your [type of provision] provision and a school(s)?

Yes	1	(3624)
No	2	
Don't Know	Y	

**IF Qtransp = Yes
THEN ASK: Qschtra**

Qschtra To how many schools is supervised transport provided?

(3625 - 3626)

Numeric Range _____		
Don't Know	Y	(3625)

Permitted Range
1 TO 50 (Numeric Range)

**End of Filter ltransp
End of Filter lpart
End of Filter Inoprov**

Q14yr Do you accept children aged up to 14 years old?

Yes	1	(3652)
No	2	

	Don't Know	Y	
--	------------	---	--

Q16yr Do you accept children aged up to 16 years old for children who have a disability?

	Yes	1	(3653)
	No	2	
	Don't Know	Y	

End of Filter loos

**IF Full day care OR Sessional OR Out of school
THEN ASK: Qweight**

Qweight And finally, can I just check were you registered [type of care] in May 2005?

	Yes	1	(3654)
	No	2	
	Don't Know	Y	

End of Filter Skip2

And that's the end of the interview....

Qrecont It is possible that we may want to contact you again for additional information. Would you be willing to be contacted again?

	Yes - willing to be re-contacted	1	(2449)
	No - not willing to be recontact	2	
	Don't Know	Y	

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