

Kent Association of Early Years and Childcare Providers

Terms of Reference

Purpose

- To promote a strategic and effective partnership between the Kent Early Years and Childcare Sector, Kent County Council (KCC) and The Education People, in working towards the very best early years and childcare provision in Kent.
- To work in collaboration with KCC and The Education People in determining the strategic direction for the ongoing development and improvement of early years and childcare provision and services in Kent.
- To provide an interface between KCC and The Education People and early years and childcare providers in order to promote a coherent approach to ensure a sufficient, sustained, high quality and inclusive early years and childcare market in Kent.
- To liaise with other local, regional and national partners and agencies appropriate and necessary, to be a representative voice for the Kent Early Years and Childcare Sector.
- To support the continuing development of partnership working between KCC and The Education People and providers, including formal collaborations, networks and alliances that support holistic improvement.

Membership

Membership to include the following representation:

- Of providers from
 - ✓ each district
 - ✓ each type of constitution i.e. private, voluntary, independent, maintained (i.e. schools)
 - ✓ each type of provision i.e. early years group sessional, full day care, year round, term time only, out of school, childminders
- Kent County Council
- The Education People.

The nature of representation is that each member contributes a representative voice rather than necessarily representing the views of the relevant district/provider type etc. In addition to names representatives, other Education People and/or KCC officers may attend meetings from time to time in relation to particular issues being discussed but will not form part of the actual membership.

Operational Issues

- Scheduled meetings will routinely take place quarterly, typically meetings in September, December, March and June; Additional meetings may be called if required.
- Provider representatives will be selected via a geographically based election process and typically serve a three year term.
- The Association will have its Chair and Vice Chair elected from within the body of the Association.
- Meetings will be administered by The Education People on the behalf of KCC
- Communication back to the Early Years and Childcare Sector will be through the established route of the Early Years and Childcare Bulletin and/or Briefing and Networking Sessions and/or KCC's and The Education People's websites
- Provider Association meetings quoracy require at least 50% of members to be present in order to be able to make decisions.

Members of the Association will be expected to:

- Attend scheduled meetings other than in exceptional circumstances
- Where possible attend Early Years and Childcare Briefing Networking Sessions to gather the views of providers on strategic issues to be raised
- Champion the Association and its work
- Maintain confidentiality as appropriate and necessary