**Kent Association of Early Years and Childcare Providers**

**Terms of Reference**

**Purpose**

* To promote a strategic and effective partnership between Early Years and Childcare providers and Kent County Council (KCC) in working towards the very best Early Years and Childcare provision in Kent
* To work in collaboration with KCC 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 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
* To link with a wide range of internal and external agencies, partners and national bodies and be a representative voice for Kent Early Years and Childcare providers
* To support the continuing development of partnership working between KCC and providers, including formal collaborations, networks and alliances that support holistic improvement

**Membership**

Membership of approximately 16 to include representation from

* Each district
* Early Years and Childcare providers of each type of constitution i.e. private, voluntary, independent, maintained (i.e. schools)
* Early Years and Childcare providers of each type of provision i.e. Early Years sessional, full day care, year round, term time only, Out of School, childminders
* Early Years Teaching Schools

The natureof representationis that each member contributes a representative voice rather than necessarily representing the views of the relevant district and provider type. In addition to the Head of Early Years and Childcare, other 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 three times each year, following on from each round of Early Years and Childcare Briefing and Networking Sessions. Typically meetings will be in October/November, February/March and June/July; Additional meetings may be called if required
* The Association will be chaired in the first instance by the local authority, with a view to a Chair and Vice Chair being elected from within the body of the Association in due course
* Meetings will be administrated by the local authority
* Communication back to the Early Years and Childcare sector will be through the established route of the Early Years and Childcare Bulletin and on KELSI
* A link will be created between this Association and the Kent Association of Headteachers in order to ensure connectivity across Early Years and Childcare and schools issues as appropriate and necessary

**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