



Your Ref: Our Ref: CA/LB

24 June 2020

Dear Parent/Carer

Childcare Hubs in North Ayrshire: Summer Holidays 2020
Parent Communication

I am writing to let you know about the arrangements for the continuation of our Childcare Hubs that have been set up to provide childcare for the children of key worker and vulnerable families. You are receiving this letter because your child has been using the Childcare Hubs and we want to tell you about how you can continue to access this provision over the coming summer holiday period.

As you know, due to the on-going work to prepare schools and early years centres for the return of children and young people in August, the childcare provision is moving into community based venues and early years establishments. Children aged five years and over will be relocated to a community based centre. Children aged three to five years will have their childcare provided within an early years establishment.

The locations of the early years establishments and community venues are detailed below. As at present, the summer service is available from 9am – 3pm Monday to Friday.

If you have a child aged 3-5 years who attends one of the school based hubs that is closing, Helen McNaughton, our ELC Development and Support Officer will be in touch with you to plan for your child's transition to an alternative early years establishment. Helen can be contacted by email hmcnaughton@north-ayrshire.gov.uk and by phone: 07775 547789.

If your child currently attends one of the school based hubs, and is over 5 years old, they will require to transition to one of the Community based locations. You can choose which location is most suitable for you. To assist with the planning of provision and to register for a place at your chosen community hub, we have established an online booking system which can be accessed using the link:

<https://forms.office.com/Pages/ResponsePage.aspx?id=stT1vp5s4Eb30U5irQzJ8Vrbp0RBJ1Gk0DY0Bn1EYBUQjdVMZLNIJDWkZaMjNONzM4UTJWUUtSWi4u>

If you are a key worker requiring provision for your child we would be most grateful if you take time now to register your child and indicate which days you intend to use the service. We understand that key workers may not always know which days they require each week as working patterns may vary from week to week. Where possible we ask you to complete the online booking form one week in advance.

Children whose placements at a hub has been arranged through the Health Visiting or Social Work Service will continue with the attendance patterns that have already been allocated to them.

You will be notified of your replacement hub by your Health Visitor or Social Worker. This means you are not required to re-book for your child.

Over the summer holidays, the community based hubs will offer an activity programme which will be operated by Connected Communities. We have planned a varied programme of age appropriate cultural, sporting and play based activities. Early years staff will deliver child centred learning experiences that make use of indoor and outdoor learning spaces. In all hubs the latest public health guidance will be adhered to in relation to physical distancing and the health and wellbeing of staff and children.

To support you with the information you require, I have attached a Q&A document to this letter which I hope you will find informative and helpful. Of course, if you have any further questions please do not hesitate to contact the Lead Officer in the hub you are currently using.

Yours sincerely



Caroline Amos
Head of Service (Education)

Early Years Summer Hub Sites (children age 3-5 years)

1. Kilwinning Early Years Centre
2. Springvale Early Years Centre - Saltcoats
3. Dalry Early Years Centre
4. Loudoun Montgomery Early Years Class - Irvine
5. Largs Early Years Centre
6. Castlepark Early Years Centre - Irvine
7. Caledonia Early Years Class - Saltcoats
8. Hayocks Early Years Class – Stevenston
9. Elderbank Early Years Class – Irvine

Community Summer Hub Sites (children aged 5+ years)

1. Greenwood Conference Centre - Dreghorn
2. Castlepark Community Centre - Castlepark, Irvine
3. Woodwynd Hall - Kilwinning
4. Ardeer Community Centre - Stevenston
5. Civic Centre- Ardrossan
6. Beith Community Centre - Beith
7. Largs Campus - Largs
8. Arran Outdoor Centre

Frequently Asked Questions: Summer Hub Provision

Q. Why are the 3 and 4-year olds going to a different venue from those who are 5+?

A. In order to give the younger children the best possible experience they will attend the early years settings where staffing and resources are better aligned to meet their needs.

Q. Where are the hubs and why are they changing locations?

A. In order to allow the schools to plan and set up for the return in August we have had to relocate the hubs into community venues. The venues have been chosen to make best use of available NAC resources in terms of available facilities, staffing etc.

Q. Who will be working in the hubs?

A. As teachers and support staff start their holidays, over the summer, each hub (with the exception of Arran) will be led by one of the Active Schools Coordinators who will oversee the day to day operations. They will lead teams made up of staff across Connected Communities including library and youth work. These staff will be joined by members of the Family Learning Team and others will support on certain days to deliver specialised activities e.g. countryside rangers and arts workers. The Arran hub will be hosted in the outdoor centre and the staff team will lead and coordinate the hub. They will also be joined by a member of the Family Learning Team and library staff. Early years staff will be working in the Early Years establishments.

Q. Who can access the hubs for childcare?

A. The criteria to access a place at the hubs will not change. The system for assessing personal circumstances against the criteria will also remain the same for the summer and ensure continuity of approach. The online form is still in use for anyone wishing to request access to the service.

Q. Will there be a place for everyone?

A. We have a limit to the physical space available and hence numbers will be limited in the venues. We have worked out the maximum capacity that each venue can take and that will determine the cap on numbers at each. If an individual who is registered cannot get a place in their local hub, they will be able to attend another where space allows. For this reason, the booking system we have introduced is critical and places will be allocated on a first come first served basis.

Q. How will the needs of vulnerable children be met?

A. We are working closely with colleagues in HSCP to ascertain the needs of the families over the summer. Those children who still require to attend will have their individual needs assessed and where required, additional staff will be added to the relevant teams. These staff will need to have the skills and knowledge to meet the needs identified. This may be a challenge and may not be in place for all children in the first week but we will work on building capacity. HSCP will liaise with families to communicate this if and when necessary.

Q. Will transport to the venue be available?

Transport will only be available to children placed in the services by HSCP.

Q: Can the days a child attends each week be varied?

A: Yes. This can be done through the booking system.

Q: Do parents need to provide a packed lunch?

No. A free lunch and snacks are provided.