

# Working in Early Years and Childcare



# Working in Early Years & Childcare

This booklet is your guide to working in the early years & childcare sector and will help you to make a more informed choice about your career options as well as helping you to be clear about what steps to take next.

## Inside this booklet you will find information on:

- Job roles
- Qualifications
- Training & development pathways
- Where to look for jobs

Early Years is a dynamic and vitally important sector which needs high quality staff at all levels. There are many different job roles and opportunities for training and progression. It is a career that you can be proud of and really makes a difference! We hope that this booklet provides answers to some of the questions you may have about working in early years, however, if you still have further queries please do not hesitate to contact us and we will do our best to help you.

## Early Years and Childcare service

Devon County Council

**[www.devon.gov.uk/eys](http://www.devon.gov.uk/eys)**

01392 383000 (Monday – Friday, 8am – 4pm). Ask for Emily Cavanagh.

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# Working in a Nursery

Nurseries provide full day care, education and play for children aged between 0-5 years and follow the Early Years Foundation Stage Curriculum. They are usually run by voluntary or community groups, local authorities or private companies. Nurseries are sometimes attached to primary schools or children's centres. They usually open from 8am – 6pm (although times can vary) during weekdays. Some operate term time only. There are opportunities to work full time, part time and on a voluntary basis.

## What would I do?

At first, you would typically be working as an Assistant and would be working under the supervision of a Leader or Supervisor.

### Day-to-day tasks could include:

- encouraging children to develop social skills
- supporting learning through play
- creating a safe and secure environment for children to learn
- feeding, preparing bottles, bathing and dressing babies, changing nappies
- responsibility for a small group of children as a Key Worker
- building relationships with parents and carers
- observing, assessing and planning the child's learning and development
- consulting and liaising with teams and other health professionals (i.e. Health Workers, Social Workers)
- attending training and team meetings

In a managerial role you would also be supervising staff and looking after the business side of things including finance, recruitment, training and development of staff, working closely with parents/carers and promoting the childcare setting.

## What skills and experience do I need?

### You must:

- have a genuine interest in the care and development of young children
- have patience
- be motivated and enthusiastic
- be committed to safeguarding
- be warm and friendly
- have a positive approach to training and development

Volunteering is an excellent way to get experience of working in an early years setting.

Pinpoint has a list of early years childcare settings in your area:

**[www.pinpointdevon.co.uk](http://www.pinpointdevon.co.uk)**

## What qualifications do I need?

Depending on the nursery you are working in as an Assistant you may need to hold a Level 2 childcare qualification such as the Level 2 Certificate for the Children and Young People's Workforce, or equivalent. It is possible to start without a specific childcare qualification if employers know that you are willing to attend training.

### It is also good practice to undertake the following training:

- Paediatric First Aid
- Safeguarding Awareness (mandatory for all practitioners)
- Health & Safety
- Food Hygiene

As a Manager, Supervisor or Leader you would need to have a minimum Level 3 qualification such as the Level 3 Early Years Educator qualification or equivalent, and would need to hold demonstrable experience of working in a similar setting.

## What can I earn?

As an Assistant you could earn approx NLW – £7.50 per hour

As a Manager or Supervisor you could earn approx £8.00 – £12.00 per hour

This is a guide only. Salaries vary across settings.

## Progression

You would be encouraged to develop your skills and qualifications through training. This could be via work-based qualifications, short courses and e-learning. You could progress from the Level 2 Certificate for the Children and Young People's Workforce to the Level 3 Early Years Educator qualification. This would enable you to apply for a Leader, Supervisor or Managerial post. You could then work towards a Foundation Degree or Degree in Early Childhood Studies and/or Early Years Teacher Status. [Please note, to undertake a Level 3 Early Years Educator qualification and work in an Early Years setting, you must also have GCSE grade C or above (or equivalent) in English and Maths.]

## Where can I get more information?

[www.devonjobs.gov.uk](http://www.devonjobs.gov.uk)

[www.devon.gov.uk/eycs](http://www.devon.gov.uk/eycs)

[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)

Paid and voluntary roles involving contact with children and young people will be subject to an Enhanced DBS check.

# Working in a Pre-School or Playgroup

Pre-Schools and Playgroups provide early years education and care for young children aged from 2 to 5 years and follow the Early Years Foundation Stage Curriculum. Many Pre-Schools are based on Primary School sites whilst others might use community facilities such as village halls or churches. Pre-Schools can be run privately or by a voluntary committee of parents and carers. Many are part-time and are open during school term time only. Parent involvement is greatly encouraged. There are opportunities to work full-time, part-time, term-time and on a voluntary basis.

## What would I do?

At first you would typically be working as an Assistant and would be working under the supervision of a Leader or Supervisor.

### Day-to-day tasks could include:

- supporting early learning and play experiences
- working with parents
- planning and providing fun play and educational opportunities
- preparing children in readiness for going to school
- attending training and team meetings
- encouraging children to develop social skills
- creating a safe and secure environment for children to learn
- responsibility for a small group of children as a Key Worker
- building relationships with parents and carers
- observing, assessing and planning the child's learning and development
- consulting and liaising with teams and other health professionals (i.e. Health Workers, Social Workers)

As a Pre-School/ Playgroup Leader you would manage the day to day running of the childcare setting including: supervising staff and looking after the business side of things including finance, recruitment, training and development of staff, working closely with parents/carers and promoting the setting. However in voluntary, committee-run settings the committee officers undertake some of these responsibilities.

## What skills and experience do I need?

### You must:

- have a genuine interest in the care and development of young children
- have patience
- be motivated and enthusiastic
- be committed to safeguarding
- be warm and friendly
- have a positive approach to training and development

Volunteering is an excellent way to get experience of working in an early years setting. Pinpoint has a list of early years settings in your area:  
**[www.pinpointdevon.co.uk](http://www.pinpointdevon.co.uk)**

## What qualifications do I need?

Depending on the pre-school/playgroup you are working in as an Assistant you may need to hold a Level 2 childcare qualification such as the Level 2 Certificate for the Children and Young People's Workforce, or equivalent. It is possible to start without a specific childcare qualification if employers know that you are willing to attend training.

### It is also good practice to undertake the following training:

- Paediatric First Aid
- Safeguarding Awareness (mandatory for all practitioners)
- Health & Safety
- Food Hygiene

As a Manager, Supervisor or Leader you would need to have a minimum Level 3 qualification such as the Level 3 Early Years Educator qualification or equivalent, and would need to hold demonstrable experience of working in a similar setting.

## What can I learn?

As an Assistant you could earn approx NLW – £7.50 per hour  
As a Manager or Supervisor you could earn approx £8.00 – £12.00 per hour  
This is a guide only. Salaries vary across settings.

## Progression

You would be encouraged to develop your skills and qualifications through training. This could be via work-based qualifications, short courses and e-learning. You could progress from the Level 2 Certificate for the Children and Young People's Workforce to the Level 3 Early Years Educator qualification. This would enable you to apply for a Leader, Supervisor or Managerial post. You could then work towards a Foundation Degree or Degree in Early Childhood Studies and / or Early Years Teacher Status. [Please note, to undertake a Level 3 Early Years Educator qualification and work in an Early Years setting, you must also have GCSE grade C or above (or equivalent) in English and Maths.]

## Where can I get more information?

**[www.devonjobs.gov.uk](http://www.devonjobs.gov.uk)**  
**[www.devon.gov.uk/eycs](http://www.devon.gov.uk/eycs)**  
**[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)**

Paid and voluntary roles involving contact with children and young people will be subject to an Enhanced DBS check.

# Working in an Out of School Club

Many primary schools now offer extended school childcare provision and operate Breakfast Clubs, After School Clubs and Holiday Play Schemes for children aged up to 14 years. This sort of work, known as Playwork, requires specially trained Playworkers. Enabling children to play is recognised as central to children's social, emotional and intellectual development. Children need play that is not adult-directed but freely chosen and child led; Playworkers support this for children. After School Clubs and Play Schemes are important to supporting children's development and contribute to children being healthy, developing confidence and they provide exciting out of school activities and opportunities. Out of school provision can be run by voluntary organisations, charities, private companies, school governing bodies or local authorities.

## What would I do?

At first you would typically be working as a Playworker and would be working under the supervision of a Play Leader or Supervisor.

### Day-to-day tasks could include:

- organising and running activities
- providing play areas or materials and equipment
- encouraging independence, confidence and self-esteem
- giving children the choice and freedom to spend their leisure time in their own way
- providing a safe and stimulating environment for play
- dealing with injuries and emergencies
- encouraging fair and caring behaviour among the children
- liaising with parents/carers and other professionals
- attending training and team meetings

As a Play Leader you would manage the day to day running of the out of school provision including supervising staff and looking after the business side of things such as finance, recruitment, training and development of staff, working closely with parents/carers and promoting the Out of School Club setting. However in voluntary, committee-run settings the committee officers undertake some of these responsibilities.

## What skills and experience do I need?

### You must:

- have a genuine interest in facilitating learning and development through play
- be creative and flexible
- enjoy being active as you may be taking part in activities
- have the ability to work well as part of a team
- enjoy working outdoors as well as indoors
- be motivated and enthusiastic
- have an awareness of health and safety issues
- have a positive approach to training and development
- be committed to safeguarding



Volunteering is an excellent way to get experience of working in Playwork.  
Pinpoint has a list of out of school provision in your area:  
[www.pinpointdevon.co.uk](http://www.pinpointdevon.co.uk)

## What qualifications do I need?

It is possible to get into Playwork without any related childcare qualifications if employers know that you are willing to attend training. Qualifications include the Level 2 Award/Certificate/Diploma in Playwork.

If you already hold an Early Years & Childcare qualification such as the Level 2 Certificate/Level 3 Early Years Educator qualification, this could enable you to work in a Playwork setting. However it is good practice to undertake Playwork training such as the Level 3 Award/Certificate/Diploma in Playwork. You could also undertake the Transitional Award which is designed to support your transition from Early Years to Playwork at Level 3.

### It is also good practice to undertake the following training:

- Paediatric First Aid
- Safeguarding Awareness (mandatory for all practitioners)
- Health & Safety
- Food Hygiene

As a Manager, Supervisor or Leader you would need to have a minimum Level 3 qualification in early years and childcare or Playwork and would need to hold demonstrable experience of working in a similar setting.

## What can I earn?

As a Playworker you could earn approx NLW – £7.50 per hour.

As a Play Leader or Manager you could earn approx £8.00 – £12.00 per hour.

This is a guide only. Salaries vary across settings.

## Progression

You would be encouraged to develop your skills and qualifications through training. This could be via work-based qualifications, short courses and e-learning. You could progress from the Level 2 Award/Certificate in Playwork to the Level 3 Diploma in Playwork. As a Leader or Manager there are opportunities to work towards a Level 5 in Playwork or Leadership and Management at Level 4 or 5.

## Where can I get more information?

[www.devonjobs.gov.uk](http://www.devonjobs.gov.uk)  
[www.devon.gov.uk/eycs](http://www.devon.gov.uk/eycs)  
[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)

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# Working as a Childminder

A childminder looks after children in their own home (not the home of any of the children being cared for). Childminders provide a safe and stimulating home environment to provide care and to support the learning and development of each individual child. Parents often choose childminding as it allows their child to be cared for in an environment following similar routines and activities to those they experience at home.

Childminders are self-employed so they are able to set their own hours, although hours will need to fit in with the needs of the parent. This could be throughout the day with young children and babies, or after school and in the holidays with older children, usually between 8am – 6pm. Childminders can also employ assistant(s) or Childminders can work with a small group (4+) of Childminders to offer childcare on domestic premises.

Childminders must be registered with Ofsted if they are being paid to provide care for children under the age of eight for more than two hours in any one day. There are two Registers administered by Ofsted:

## Early Years Register

Covering children from birth up to the 31st August following their fifth birthday.

## Childcare Register

Compulsory part – covering children from the end of the early years stage until they reach the age of eight. Voluntary part – covering children over eight years of age.

Ofsted has set the maximum number of children you can look after and will check that your home environment is suitable for childminding. Childminders caring for children under the age of five must be working with the statutory framework and practice guidance for the Early Years Foundation Stage (EYFS).

## Childminder Agencies

Childminders can register with a Childminder Agency. Childminder Agencies can give Childminders the opportunity to become part of an established business model, they offer training, professional development, quality assurance and resources. As a Childminder working for an Agency, you would register with the Childminder Agency, not Ofsted.

## What would I do?

- Changing nappies and preparing bottles if caring for babies
- Creating a warm, stimulating and safe home environment
- Planning activities for children (indoors and outdoors)
- Being part of a local network of childminders where you could meet and exchange news
- Planning and preparing meals and snacks
- Observing children, assessing their needs and planning for their future progress
- Being responsible for running your own small business from home.

## What skills and experience do I need?

### You would need to:

- enjoy looking after children
- be enthusiastic, energetic and caring
- be able to support each individual child's unique learning and development
- enjoy working with parents to make sure you provide a good service
- enjoy working from your own home
- be willing to learn and develop skills (through training) to help run your business effectively
- be committed to safeguarding

## How do I become a registered Childminder?

You will need to register with Ofsted before you can look after children under the age of eight years. To be a childminder you need to be at least 18.

### As part of the registration process you would need to:

- attend a Pre-Registration Briefing Meeting
- complete training to understand and implement the EYFS
- attend Paediatric First Aid training
- attend Safeguarding Children Awareness (group 2)

Devon County Council offers a package of training that meets the requirements of the registration process. The registration process for childminders can take up to twelve weeks from when you submit an application form to Ofsted. You can book a pre-registration briefing meeting by going to: **[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)**

## What can I earn?

As a Childminder you would set your own rates of pay. The rate you set would depend on the hours offered and services provided. Most childminders will set an hourly rate; some may make an additional charge for extras such as food or special day trips. As a guide you may wish to check the rates of childminders in your area by going to Pinpoint:

**[www.pinpointdevon.co.uk](http://www.pinpointdevon.co.uk)**

## Progression

You can become a Funded Childminder and offer the Early Years Entitlement funded sessions. Continual training and development is encouraged. As a registered Childminder you can access short courses and training from the CPD Online training directory:

**[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)**

## Where can I get more information?

**[www.devon.gov.uk/eycs](http://www.devon.gov.uk/eycs)**

**[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)**

Contact us if you have any queries about the process:

email **[registrationsupport@devon.gov.uk](mailto:registrationsupport@devon.gov.uk)**

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# Working as a Volunteer

Voluntary work is often the best way to start a career as it allows you to get a feel for the work before you start; you will find out whether you would enjoy that kind of work or not. It is a great way to gain experience in different areas of work allowing you to make contacts which may help build opportunities in your future career.

Voluntary work is very useful to put on your CV as it shows employers that you have a positive approach to developing your skills and gaining experience. It is also something that many childcare employers look for in a candidate and many will specify in job adverts that candidates will need previous experience of working in a childcare setting (whether in a voluntary or paid capacity).

If you want to work with children you could volunteer at a Nursery, Pre-School, Playgroup, Children's Centre, After-school Club or local Primary School. You would need to contact the setting beforehand to arrange voluntary work.

## What would I do?

- If you are volunteering in a Nursery/Pre-School you might be helping staff to provide care to young children and supporting their learning through play
- In an After School Club you might be helping the Playworker with activities and games
- In a Children's Centre you might be supporting sessional groups and working with children and their families/carers.

You can volunteer for an hour or a few days a week. It depends on how much time you are able to spare. As a volunteer you would be supervised at all times.

## What skills and experience do I need?

Enthusiasm is the key, and the ability to offer a small amount of your time is essential. An interest in the place you will be spending time in also helps. You will need to have a positive approach to learning new skills.

## What qualifications do I need?

You do not need to hold any specific qualifications to volunteer however you will need to have a positive approach to learning new skills. Volunteering is often a good way to access any training that the setting may offer, and as a volunteer you can access fully funded safeguarding children awareness training.

An Enhanced DBS will be required if you intend to volunteer on a regular basis and have regular contact with children and young people. Very occasional or one-off contact is not likely to justify applying for a DBS Disclosure. Volunteers will receive a DBS check free of charge.

## What can I earn?

As a volunteer you would not be earning a salary.

## Progression:

As a volunteer you may be able to secure a permanent position within the setting, or the experience you have gained may help you when applying for jobs. You may also be able to access any training opportunities that the setting may offer.

## Where can I get more information?

[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)

[www.devon.gov.uk/eycs](http://www.devon.gov.uk/eycs)

[www.do-it.org.uk](http://www.do-it.org.uk)

[www.volunteering.org.uk](http://www.volunteering.org.uk)

Paid and voluntary roles involving contact with children and young people will be subject to an Enhanced DBS check.

# Becoming an Early Years Teacher

The first five years of life are pivotal in a child's development. High quality early years provision can help children achieve their potential and support parents and families. This requires a well-trained, well-supported and highly motivated workforce – and that's where Early Years Teachers come in. Early Years Teachers are key to raising the quality of early years provision. To become an Early Years Teacher you need to gain Early Years Teacher Status. Early Years Teacher Status is not a qualification but a status given at degree level that is achieved by evidencing you meet a set of standards. Early Years Teacher Status allows you to lead in early years settings on delivering the Early Years Foundation Stage (EYFS), to improve and provide the best outcomes for children aged 0–5 years.

## What would I do?

As an Early Years Teacher you would lead practice across the EYFS, support and mentor other practitioners in the setting and model the skills and behaviours that safeguard and support children. You would be leading colleagues who have various levels of qualifications and experience within your childcare setting. The Early Years Teacher role is one that challenges thinking, suggests improvements and manages change to meet the EYFS and achieve the best Ofsted inspection results.

## What skills and experience do I need?

### You will need to:

- enjoy working with young children
- work effectively in a team
- have effective leadership skills
- effectively communicate and work in partnership with families, carers and other professionals
- establish fair, respectful, trusting, supportive and constructive relationships with children
- inspire and motivate colleagues to improve their practice
- plan and provide safe and appropriate activities and play opportunities which enable children to develop and learn
- be passionate about improving outcomes for all children
- have up-to-date knowledge and understanding of Early Years practice with children aged 0–5 years

## What qualifications do I need?

To become an Early Years Teacher you need to gain Early Years Teacher Status, which is a graduate level status. To achieve Early Years Teacher Status you will need to undertake one of four available training pathways. The pathway for you will depend on your current experience and qualifications and the training provider will help you decide which is the most suitable pathway of study for you. All candidates will need to have GCSE Maths, English and Science at grade C or above (or equivalent), and a full degree.

## The four routes to Early Years Teacher Status:

### The Graduate Entry route

is for existing graduates (in any subject) who are not working in the sector. This academic route is 12 months, full time. This route is fully funded and candidates with a 1st Class or 2:1 Degree may be eligible for bursaries.

### The Graduate Employment Based route

is for graduates (in any subject) currently employed in an early years setting or newly recruited to an early years setting. The training is 12 months, part time. This route is fully funded and funding is also available for employer costs.

### The Undergraduate Entry route

is for undergraduates who are completing a Degree in an Early Childhood related subject along with Early Years Teacher Status. The training is 3 years full time. Students can apply for Tuition Fee Loans to fund the qualification.

### The Assessment Only route

is for graduates with experience of working with children from birth to five who are able to demonstrate Teachers' Standards (Early Years) without further training. Assessment is usually 3 months and students are required to self fund.

The routes start in September every year. Training providers delivering Early Years Teacher Status in Devon are listed on the Early Years Teacher Training pages of the Early Years & Childcare Service website: [www.devon.gov.uk/eycs](http://www.devon.gov.uk/eycs) and should be contacted for more information.

## Continued Professional Development (CPD)

The Early Years and Childcare Service currently supports the provision of network meetings and higher level CPD opportunities for practitioners training and qualified to this level. For more information please refer to the CPD Online training website:  
[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)

## What can I earn?

Salaries will vary depending on the employer.

## Where can I get more information?

[www.devon.gov.uk/eycs](http://www.devon.gov.uk/eycs)  
[www.education.gov.uk](http://www.education.gov.uk)  
[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)

Paid and voluntary roles involving contact with children and young people will be subject to an Enhanced DBS check.

# Qualification levels

## Early Years & Childcare and Playwork

There are a range of qualifications and short courses suitable for every stage of your career to support your continued professional development. For a full list of training opportunities, including details of training providers, please visit our training website for practitioners in Devon:

[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)

Level	Description	Name of short course/ qualification	Pre-requisites
Introduction	Common Core Induction training provides people with the basic skills and knowledge needed to work with children.	Common Core Induction training.	An interest in joining and working in the early years workforce.
Level 2	For front line practitioners who are working under supervision (e.g. Nursery Assistant / Playworker).	<ul style="list-style-type: none"> <li>• Level 2 Certificate for the Children and Young People's Workforce.</li> <li>• Level 2 Award/ Certificate/Diploma in Playwork.</li> </ul>	Previous experience of working with children and young people (can be in a voluntary capacity) is beneficial.
Level 3	For practitioners who are working on their own initiative, planning and organising their own work and supervising others. (e.g. Nursery Manager, Pre-School Leader or Senior Playworker).	<ul style="list-style-type: none"> <li>• Level 3 Early Years Educator</li> <li>• Level 3 Award/ Certificate/Diploma in Playwork.</li> <li>• Level 3 Transitional Award from Early Years to Playwork.</li> </ul>	<p>Previous experience of working with children and young people (in a paid or voluntary capacity).</p> <p>A Level 2 qualification may be required, although with relevant experience it is possible to start at Level 3.</p> <p>For the Early Years Educator qualifications GCSEs in English and Maths at grade C or above or equivalent are required.</p> <p>For the Transitional Award you will need to hold a relevant Level 3 early years qualification.</p>



Level	Description	Name of short course/ qualification	Pre-requisites
Level 4	For experienced practitioners who carry out complex and non-routine tasks, such as a Manager of an Early Years Nursery or out of school setting.	<ul style="list-style-type: none"> <li>• Level 4 in Leadership and Management.</li> <li>• Level 4 Higher Professional Diploma in Early Years.</li> </ul>	A Level 3 qualification. You will be a practising or aspiring Manager.
Level 5	For experienced practitioners who want to further develop their skills and knowledge by undertaking further study.	<ul style="list-style-type: none"> <li>• Early Years Foundation Degree (Level 5)</li> <li>• Level 5 in Playwork</li> <li>• Level 5 in Leadership and Management.</li> </ul>	A Level 3 relevant qualification and considerable experience of working with children and young people.
Level 6	<p>Practitioners who wish to top up their Foundation Degree to a full Degree.</p> <p>Early Years Teacher Status is available for those that lead practice across birth to five years old, to recognise their expertise as a graduate practitioner and professional leader.</p> <p>More information about Early Years Teacher Status can be found on the training pages.</p>	<ul style="list-style-type: none"> <li>• BA (Hons) top up</li> <li>• Early Years Teacher Status</li> </ul> <p>For people who are currently not working in early years the following options are available:</p> <ul style="list-style-type: none"> <li>• BA (Hons) Early Childhood Studies</li> <li>• PGCE (Early Years)</li> </ul>	<p>Level 5 Foundation Degree is required for the top up.</p> <p>To achieve Early Years Teacher Status you will need to undertake one of four available training pathways (depending on your current qualifications and experience).</p> <p>You will also need GCSE Maths, English and Science at grade C or above (or equivalent) before starting any of the Early Years Teacher pathways.</p>

For information on how and where to access training and funding, please visit the Early Years and Childcare website:  
[www.devon.gov.uk/eycs](http://www.devon.gov.uk/eycs)

# Frequently Asked Questions:

## **I would really like to work with children and would like to do some training in my own time, is there anything available?**

If you have access to a computer, you could undertake some e-learning to build on your knowledge of the sector. E-learning allows you to undertake short courses and training in your own time, at your own pace. Volunteering in a childcare setting is a great way to gain some practical work experience in order to develop your skills and practical knowledge. As a volunteer you would get the chance to find out whether you would enjoy the work, gain valuable experience which would help when applying for jobs, and would be in a good position to access any training available. For e-learning and short courses visit the CPD Online training website: [www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)

## **Who would I contact to arrange work experience?**

You could contact local early years childcare settings near you such as Nurseries, Pre-Schools or Children's Centres. Pinpoint lists all childcare providers in Devon so is a good way to find contact details of settings near you. Visit: [www.pinpointdevon.co.uk](http://www.pinpointdevon.co.uk). You could either phone up the settings to enquire about voluntary opportunities, or you could put together a CV to send out to them.

## **Do I need a DBS check to volunteer?**

You will need to apply for an Enhanced DBS disclosure if you are likely to have frequent contact with children on a regular basis. If you are volunteering on an occasional or one-off basis it may not be necessary to apply for a DBS. There is currently no charge for volunteer checks and in many cases checks for paid staff will be paid for by your employer. For full information visit the Disclosure and Barring Service pages: [www.gov.uk/disclosure-barring-service](http://www.gov.uk/disclosure-barring-service)

## **Would I need to go to college to study for a childcare qualification?**

Many childcare qualifications are work based which means that you would be studying while you work. To start a childcare qualification you will need to have a relevant placement secured in a childcare setting, either paid or voluntary. If studying in a work-based route an assessor would visit you in the workplace, but taught courses would require you to spend some time in college and the rest of the time in the workplace. Some courses are via distance learning so you have less contact with the trainer – the style of learning will vary depending on the training provider and your requirements. For a list of qualifications and training providers please visit the CPD Online training website: [www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)

## **I would like to undertake a childcare qualification but I don't think I can afford the cost of study, is there any help available?**

You may be able to access fully or part funded qualifications through the Skills Funding Agency (SFA): [www.gov.uk/government/organisations/skills-funding-agency](http://www.gov.uk/government/organisations/skills-funding-agency). If you are undertaking higher level qualifications, e.g. level 5 or level 6, you may be eligible for a Student Loan: [www.gov.uk/student-finance](http://www.gov.uk/student-finance)

## **How can I find out about the latest job vacancies?**

All the latest job vacancies in early years & childcare and wider roles can be found on the Devon Jobs website: [www.devonjobs.gov.uk](http://www.devonjobs.gov.uk). You can sign up to receive email alerts so that you are notified as soon as a job comes up that matches your search criteria.

## **What qualifications do I need to work in an Early Years setting?**

Different roles require different qualifications. For example, an Assistant role will typically require you to hold a 'full and relevant' Level 2 qualification and a Manager/Leader/Supervisor role will require a 'full and relevant' Level 3 as a minimum. Employers may take you on if they know that you are prepared to undertake training to obtain the required qualifications.

## **Which level of qualification is best for me?**

Most people start off by undertaking a relevant Level 2 qualification. It is possible to start at Level 3 if you have enough experience. For a list of qualifications and training providers please visit the training website: [www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)

## **Where can I find suitable training opportunities?**

The Early Years and Childcare Service provides an online course directory of qualifications, courses and e-learning for those working in the early years and childcare workforce in Devon. To search for qualifications and short courses visit: [www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)

## **Do I need to be working to undertake training?**

In order to access training you need to be working or volunteering in a relevant childcare setting. Most training has an element of practical learning therefore it is important that you have access to a work placement (whether paid or voluntary).

## **How do I know that I have got the right qualification to work in an early years setting?**

The Qualifications Finder is a searchable tool designed to help those delivering the Early Years Foundation Stage to identify which qualifications are considered 'full and relevant'. It will also identify any recommended further training. To check that your qualification is full and relevant visit: [www.education.gov.uk/eypqd/index.shtml](http://www.education.gov.uk/eypqd/index.shtml)

# Training opportunities

## for the early years and childcare workforce

The Early Years & Childcare Service supports people looking to join the early years workforce, and those already in the workforce, by providing a wide range of qualifications, short courses and e-learning.

- Search for training specific to your role
- Filter results to find subjects you are interested in
- Find training in your local area
- Choose the level of training to meet your needs.

Go online for a full range of qualifications, short courses and e-learning:

**[www.devon.gov.uk/eywd](http://www.devon.gov.uk/eywd)**

# Early Years and Childcare jobs

Early Years and Childcare jobs are advertised on our jobs website:

**[www.devonjobs.gov.uk](http://www.devonjobs.gov.uk)**

You will find a wide range of careers from Assistant to Supervisor posts, full-time, part-time and term-time vacancies.

## If you are:

- Enthusiastic and energetic
- Caring and patient
- Passionate, supportive and you enjoy working with young children  
...this could be the career for you!

Working in **Early Years** and **Childcare**

**[www.devon.gov.uk/eycs](http://www.devon.gov.uk/eycs)**