

Annual Report 2014 to 2015



Fort Community Centre
25 North Fort Street
Leith
Edinburgh
EH6 4HF

Charity Reg No SC029191 Company Limited by Guarantee Registered in Scotland Reg No 299747

We are Playbase Training

We help mums, dads, grandparents, carers and playworkers discover more about child development and the value of play.

Our students can easily progress from the first step courses to Playbase 3, a qualification that is recognised by employers and places of study.

People can take our courses in classrooms in and around Edinburgh or, if outside Edinburgh, online.

Playbase Training is a charity registered in Scotland No SC029191, its objects are:

To promote, maintain, improve and advance the education and social development of parents and families, particularly with young children, and other appropriate persons; to encourage the study of the needs of such children and to stimulate and educate the public interest in this and other related educational and social fields, all for the benefit of the community.

To support men and women to realise their potential for lifelong learning and active citizenship, through the provision of quality, accessible training and other appropriate activities, encouraging the educational and personal development of parents, play workers, child carers and young people.



At playbase, we love play. We believe that learning all about it makes life better for adults and the children they look after.

We create a safe place for people to grow their knowledge, skills and confidence. Course content can be built around students' needs and interests. People can use what they've learned straightaway at home to help their children learn and play.

Our courses run throughout the year, in classrooms in and around North Edinburgh. If you live outside Edinburgh or can't attend for other reasons, you can study online.

We keep our costs low and offer special rates for people who receive benefits.

Our courses

Playbase 1

This introductory course looks at how important play is in helping young children develop. It covers working in early years settings like nurseries and playgroups. We also teach you about the Care Act, safety and hygiene, relationships, communicating and behaviour. It is for parents, grandparents, carers and people who would like to work in childcare and who would like to learn about the development of their child and how best to support their learning through play.

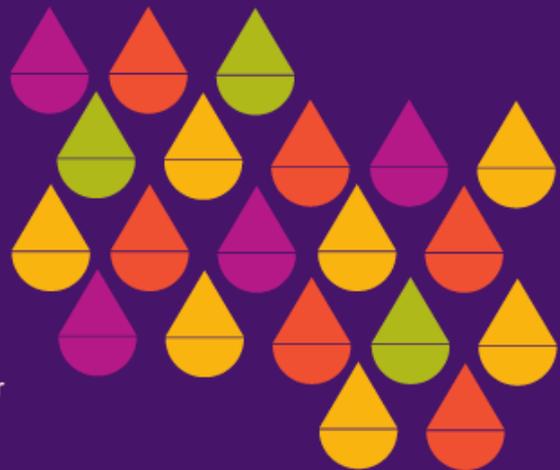
Playbase 2

This course looks at different types of play and how young children develop in different play settings. It explores the roles of mums, dads, grandparents and playworkers in giving children the right experiences for their age and stage. It is for people who would like to work with young children and for parents and carers who'd like to know how to support learning through play. It is open to people who have completed Playbase 1 or who have similar training or experience in childcare.

Playbase 3 (SCQF)*

This course explores child protection, risk assessment, health and safety and equal opportunities in childcare. It is an accredited qualification so it is recognised by employers and places of study. It is for people who would like a detailed understanding of children's development in different play settings, including those who would like to work in childcare. It is open to people who have completed Playbase 1 and 2, or who have similar qualifications or childcare experience.

**Level 3 of the Scottish Credit and Qualifications Framework.*



Understanding Play

This course looks more deeply at child development and explores a range of play that enhances young children's development and well-being. You will visit a high quality local nursery to observe a full session, and then set up your own playroom.

The course covers behaviour, language development and communicating with parents. You will also learn about Froebel, Montessori and Steiner, thinkers who formed the base of modern education.

Understanding Play is for playworkers who are keen to grow their childcare practice and education. If you've taken Playbase 1, 2 and 3 you can apply for this course, although we prefer students to have experience in a play setting.

Short Courses

Storytelling

This short course explores traditional and modern stories. We bring storytelling to life through nursery rhymes, story games and finger puppets. The course as a whole shows the ways that books and storytelling help young children with speech and language development. Stories are also told through music and one session will focus on musical activities. A fun and engaging course where you can learn a bit about Scottish culture and share your own!

Understanding Under Threes

This short course looks at how children develop in their first three years and the value of play. You will also learn about the bond of attachment and how responsive carers meet babies' needs. It's for mums, dads, grandparents and carers of young children who would like to understand their role in their child's life. Anyone interested in working with young children will also benefit from this course.

Child Safety

This short course looks at how important safety is at various stages in your child's development. It teaches you how to make your home safe for babies and children. It is for anyone who looks after or works with children, particularly at home, such as parents, grandparents, carers and childminders.





Chairperson's Report

This year has been an exciting one, and marks the transition for Playbase from being a local to a national training provider.



Photo 1: Social Play Counting Game

Two years ago we realised that we needed to respond to the changes in the digital world by improving our own skills and finding ways to help our students to improve theirs. A report by the Royal Edinburgh Society told us that one in 5 Scottish adults did not have basic digital skills or were not online. We also learnt that 44% of larger companies put ALL of their job vacancies online. We felt that, if we could help our students improve their digital skills and awareness **at the same time** as they were attending our child care courses, then we would be truly helping them on the path to further education,

training or employment, to accessing services, to finding out about jobs, to becoming fully included digital citizens.

Having identified the need for a manager to drive plans for this development over the next five years, we successfully applied to the Robertson Trust for three year funding for extra salaries to enable the promotion of the finance administrator to development manager, and to extend the hours of the training support worker to deliver extra literacy and language support. The funding also supported the development of a draft business plan.

With the staff, digital resources and a new business plan in place, Playbase successfully applied for Enterprise Ready Funding to rebrand, to develop a new website and online learning platform, to rewrite Playbase 1,2 and 3 as online learning courses, to gain accredited status (SCQF 3) for Playbase 3, to redesign and rewrite stationery and publicity materials, to develop a new app for the web, iOS, and Android platforms, to reinvigorate social media activity, and to train staff and board members in the use of the new website and social media accounts.

Both members of staff continue to contribute greatly to the development plans for Playbase by informing our response to the challenges raised by rapid capacity increase, by driving elements of our development strategy and by keeping organisational and financial targets on track.



Photo 2: Newborn suck reflex

Over the next five years, we will roll out our online learning service and make it available to the whole of Scotland and beyond. We will seek partners to help us to engage with people in remote communities. We will become registered and approved with Skills Development Scotland. We will distribute our app free of charge to educate and inform parental and child carer choice of quality play activities and to raise awareness of playbase and its services. We will continue to develop and promote our face to face courses in Pilton, Leith and other areas, working with mums, dads, carers, grandparents and young people.

I would like to thank members of the board, our staff, tutors, students and volunteers for all they have done in contributing to developing Playbase Training into a Scotland wide training provider.

Freda O'Byrne
Chair





Training Report



Photo 3: Citadel Youth Centre Students

The core mission is to deliver courses on the importance of play in the development of the early years child. These courses are open to parents, grandparents and carers, as well as those with an interest in working in an early years setting.

Playbase fulfilled funding targets for Edinburgh City Council in delivering 5 and a half courses from April 2014 to March 2015. These included two sets of core courses Playbase 1 and 2, Playbase 3 Accredited, and a short course Understanding Under Threes. These courses took place at Dr Bells Family Centre, South Leith Parish Church Halls, and Fort Community Centre.

In addition, East Lothian Council requested we run a short course for the Young Mums Group in Musselburgh. This course brought together content from our Child Safety in the Home and Understanding Under threes courses. The Council provided the venue and the crèche.

In January of this year we piloted Playbase 3 as an accredited course at SCQF Level 3. We redesigned the delivery of this course using PowerPoint slides, which our tutor Pamela found very intuitive to use. Students were very positive about the relevance of the course content to their future goals. We are currently evaluating the course before re-running with a second group in January 2016.

During the year, we have welcomed Jackie Gaunt on to our trainee tutor development scheme. Jackie shadowed and taught parts of Playbase 2 in October, and is now tutoring Playbase 1 independently.



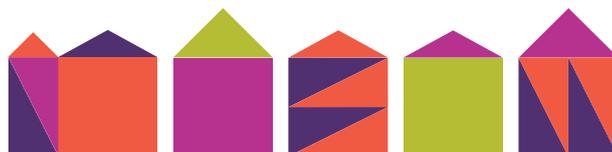
Photo 4: Active Play

Playbase 1 and 2 tutors made use of our Wordpress training website to encourage students to access handouts online, respond to homework tasks and view photos of their class group. During this period our main website has been redesigned and student platforms will soon be in place there.

The Playbase Training Meeting has evolved into a Tutor's Support Group to offer our tutors more involvement in and opportunities for Continuing Professional Development. This meets four times a year. Where possible, tutors are attending monthly BAECE meetings (The British Association for Early Childhood Education) and also providing input to the group on topics concerning their practice.

Board members, staff and tutors are in the process of taking the next steps to develop and deliver our more in depth course, Understanding Play, which we piloted in Spring 2014.

Sam Gardner
Training Support Worker





E-Learning

Considerable progress has been made to develop, extend and improve e-learning provision over the last year. In our last annual report we shared our work and experiences of piloting the use of an online blog platform to enhance our class based teaching. We piloted the use of the platform as repository for materials and additional resources and to provide a mechanism for students to communicate with each other out with the classroom setting. We made some progress with this which has informed some of the developmental work undertaken in the last year.

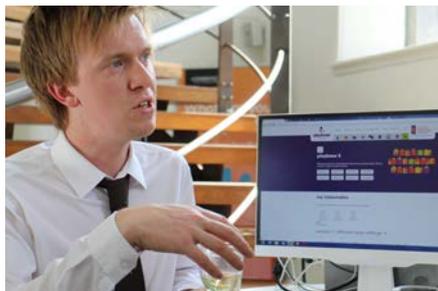


Photo 5: Online learning portal

Following the success of the enterprise ready funding, a substantial overhaul of our website has taken place which has included the development of a bespoke integrated online teaching environment. Play-base 3, which has been redeveloped for classroom and online delivery, has been transferred into the online teaching environment. Play-base is now getting ready to deliver the first online Play-base 3 course. This course has now also been accredited at level 3 with the Scottish Credit and Qualifications Authority which means that we can now, for the first time, offer an accredited course in the classroom and online.

We can now offer our students a pathway into level 4 training and education and reach new markets by offering this pathway to students who are physically remote from us or who are unable to attend class based training. This marks the beginning of a new and exciting venture for Play-base as we widen access to our courses. We are excited as we draw closer to the initial pilot run for the Play-base three online and we hope to be reporting our successes with this to you at our next AGM.

Sharon Jackson
Board Member and Internal Verifier



Who we are

Our board of directors

- Freda O'Byrne - Chair
- Jenny McAllum - Board member
- Kathy Hughes - Vice-Chair
- Sharon Jackson - Secretary
- Kathleen White - Board Member
- Anna Bednarczyk - Board Member

Our staff

- Maria Sherrington - Development Manager
- Sam Gardner - Training Support Worker

Our volunteers

- Moira Small – Assessor,
- Sharon Jackson - Internal Verifier

Our tutors

- Barbara Stirling
- Gloria Bee
- Pamela Couper
- Maria Sherrington
- Sam Gardner
- Jackie Gaunt
- Moira Small





Financial Review

As with previous financial years Play-Base is not required to have full audited Accounts for filing at Companies House. Therefore, we have proceeded on the basis of Unaudited /Independently Examined Accounts. These have been prepared by AG Accounting and take the form of:

- The Chartered Accountants Report to the Company
- The Income and Expenditure Report
- The Balance Sheet

Notes to the Accounts analysing the Income and Expenditure

In the Year to 31 March 2015, we had a gross income of £69,732 (2014: £26,287). Expenditure for the year was £69,988 (2014: £23,718). Net assets at the end of the year amounted to £6,672 (2014: £6,928).



Photo 5: Scientific Play

The principal funding sources for Play-Base are currently by way of grant and contract income from the City of Edinburgh Council and we are extremely grateful for the £19,283 provided. As a result of increasing constraints on local authority expenditure we have sought funding from a much broader group of agencies including: Nigel Bruce Trust, Unicom, Robertson Trust and Enterprise Ready / Foundation Scotland. With the aid of sound financial management and the support of both staff and volunteers Play-Base generated a very positive financial outcome for the period with a net

increase in funds of just over £43,445.

Our success in obtaining new funding for 2014/15 from Enterprise Ready / Foundation Scotland (£38,970) has provided much needed additional resources to support our development plans.

Thanks are due to Robertson Trust for three year funding (£10,000 per annum) to cover 50% of the salary for the Development Manager post and to extend the hours of the Training Support Worker to deliver literacy and language support. Without the additional hours secured by this funding we would not have been able to proceed with Enterprise Ready funding or to offer language and literacy support to students who do not have English as their first language. We are pleased to also extend our thanks to the Nigel Bruce Trust (£250) for the donation towards additional staff hours and to Unicom (£500) for the donation towards additional crèche and admin costs.

Maria Sherrington
Development Manager



PLAY-BASE EDINBURGH
Statement of Financial Activities and Income & Expenditure Account
YEAR ENDED 31 MARCH 2015



	Note	2015			2014
		Unrestricted Funds	Restricted Funds	Total	Total
		£	£	£	£
Incoming Resources					
Incoming resources from generated funds					
Voluntary Income		-	49,470	49,470	6,010
Investment income		17	-	17	8
Incoming resources from charitable activities		20,245	-	20,245	20,269
		-----	-----	-----	-----
Total Incoming Resources	6	20,262	49,470	69,732	26,287
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Resources Expended					
Cost of Generating Funds					
Costs of generating voluntary income		964	-	964	644
Charitable Activities		13,872	48,603	62,475	18,795
Governance Costs		6,549	-	6,549	4,279
		-----	-----	-----	-----
Total Resources Expended	9	21,385	48,603	69,988	23,718
		-----	-----	-----	-----
Net income/(expenditure) before transfers		(1,123)	867	(256)	2,569
Transfers				-	-
		-----	-----	-----	-----
Net Movement in funds		(1,123)	867	(256)	2,569
Total Funds brought forward		4,977	1,951	6,928	4,359
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Total Funds carried forward	13	3,854	2,818	6,672	6,928
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All activities are continuing. There are no recognised gains or losses other than those shown above



playbase
TRAINING

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