



Birth to Five Service
Children's Services
The Old School,
Lamb Gardens
St Giles, Lincoln LN2 4EG
Tel: (01522) 587570

Dear Manager/Supervisor/Owner

BRIEFINGS FOR MANAGERS/SUPERVISORS/OWNERS - SUMMER TERM 2009

As part of our continuing support for early years providers in Lincolnshire the Birth to Five Service are organising a series of half day briefing sessions for managers, supervisors and owners.

The briefings aim to provide managers/supervisors/owners with information regarding national and local developments in early years. These summer term briefings will include information relating to training opportunities and requirements, and the setting self-evaluation and improvement cycle.

The Birth to Five Service is committed to supporting quality provision for children in Lincolnshire. It is important, and also a requirement of the Early Years Education Entitlement (EYEE) funding allocation, that you attend one of the briefings.

Date	Venue		Morning session	Afternoon session
29 th April	Hemswell Court	Gainsborough	9.30am 12.00pm	1.00pm 3.30pm
30 th April	Springfield House	Grantham	9.30am 12.00pm	1.00pm 3.30pm
5 th May	Bishop Grosseteste College	Lincoln	9.30am 12.00pm	1.00pm 3.30pm
6 th May	Horncastle Curriculum Centre	Horncastle	9.30am 12.00pm	1.00pm 3.30pm
19 th May	Boston Conference and Management Centre	Boston	9.30am 12.00pm	1.00pm 3.30pm
20 th May	Springfields Event Centre	Spalding	9.30am 12.00pm	1.00pm 3.30pm

Please confirm your attendance by faxing the following form to the Birth to Five Service on 01522 587598 or by phoning 01522 587573 by 1 April, 2009

Yours sincerely,

Stephanie Douglas.

Stephanie Douglas
Head of Service
Birth to Five

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Managed Service on behalf of





Briefing for Managers/Supervisors/Owners

Please complete this reply slip and fax or post back to the Birth to Five Service, The Old School, Lamb Gardens, St Giles, Lincoln LN2 4EG by 1 April 2009

Tel: 01522 587573

Fax: 01522 587598

Name of Early Years Provider.....

Ofsted Registration Number.....

Setting Address.....

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Contact telephone number.....

Name of Manager/Supervisor/Owner attending the Briefing.....

Venue

Date of Briefing.....



Managed Service on behalf of

