By using Better Start, you are submitting child level progress data to Nottinghamshire County Council, so please ensure that parents have been made aware of Nottinghamshire County Council's privacy notice which you can find by using this link: <u>http://www.nottinghamshire.gov.uk/education/child-data-security/child-data-securi</u>

Provider Portal Instructions

How to record 'Ages and Stages' EYFS development levels in Better Start

Click on the Better Start button, then click on the latest Better Start task that is listed on the left hand side in 'My tasks'



Once in the task, click on **Choose Children** and tick the children to include in the assessment on the right hand side of the screen (you will find a list of who you need to tick in the report that has been sent to you in the portal under **Headcount menu > Payment History**).

Please identify the children for which the assessment will be completed.

| T | Add | Child | | | | Next ► |
|------------|-----------|-----------------|--------------------|---------------------|-------------------------|--------|
| Forename 🗢 | Surname 🕈 | Date of birth 🕈 | Age (in Months) \$ | User Defined Groups | Include In Assessment 🗢 | Toggle |
| Joe | Bloggs | 01/02/2013 | 50 | | ۲ | |

Then, click **NEXT** and

b 1

Children

Choose Children



- Work from left to right along the columns next to each child.
- Firstly, under 2YR_RVW, select 'Yes' or 'No' ('Yes' if you have carried out a '2 year progress check' and 'No' if you haven't)
- Then enter the current 'Ages and Stages' level for each child in each of the categories (i.e. select from a pull down list under each column listed against the child).

On the next page you will find the Column Headings key and which assessment area each one relates to, and the 'Ages and Stages' grade list for reference.

| The column headings and | assessment areas are: |
|-------------------------|-----------------------|
|-------------------------|-----------------------|

| HV_2YR_RVW | Has the child had a provider 2 year old progress check ? | | |
|-------------|--|-------------------------------------|--|
| BS_COM_LIST | Communication | Listening and attention | |
| BS_COM_UNDS | | Understanding | |
| BS_COM_SPEA | and Language | Speaking | |
| BS_PHY_MOVH | Physical | Moving and handling | |
| BS_PHY_HLTH | Development | Health and self-care | |
| BS_PSE_CONF | Personal, Social | Self-confidence and self- awareness | |
| BS_PSE_FEEL | and Emotional | Managing feelings and behaviour | |
| BS_PSE_RELA | Development | Making relationships | |
| BS_LIT_READ | Literagy | Reading | |
| BS_LIT_WRIT | Literacy | Writing | |
| BS_MAT_NUMB | Mathematics | Numbers | |
| BS_MAT_SHAP | wathematics | Shape, space and measures | |

- You can SAVE at any time and go back to the task any time whilst the task is open.
- When you have finished the entries for all the children on your list you need to press Submit Assessment at the bottom of the screen.
- You can also Submit Assessment at any time whilst the task is open.

Save Submit Assessment •

The Ages and Stages definitions are:

| Grade | Value | Description |
|-------|-------|--|
| 7A | 21 | EYFS Achieved (48-60), (Very Secure) |
| 78 | 20 | EYFS Achieved (48-60), (Mostly Secure) |
| 7C | 19 | EYFS Achieved (48-60), (Beginning) |
| 6A | 18 | 40-60+ months, EYFS 6 (Very Secure) |
| 6B | 17 | 40-60+ months, EYFS 6 (Mostly Secure) |
| 6C | 16 | 40-60+ months, EYFS 6 (Beginning) |
| 5A | 15 | 30-50 months, EYFS 5 (Very Secure) |
| 5B | 14 | 30-50 months, EYFS 5 (Mostly Secure) |
| 5C | 13 | 30-50 months, EYFS 5 (Beginning) |
| 4A | 12 | 22-36 months, EYFS 4 (Very Secure) |
| 4B | 11 | 22-36 months, EYFS 4 (Mostly Secure) |
| 4C | 10 | 22-36 months, EYFS 4 (Beginning) |
| 3A | 9 | 16-26 months, EYFS 3 (Very Secure) |
| 3B | 8 | 16-26 months, EYFS 3 (Mostly Secure) |
| 3C | 7 | 16-26 months, EYFS 3 (Beginning) |
| 2A | 6 | 8-20 months, EYFS 2 (Very Secure) |
| 28 | 5 | 8-20 months, EYFS 2 (Mostly Secure) |
| 2C | 4 | 8-20 months, EYFS 2 (Beginning) |
| 1A | 3 | 0-11 months, EYFS 1 (Very Secure) |
| 18 | 2 | 0-11 months, EYFS 1 (Mostly Secure) |
| 1C | 1 | 0 - 11 months, EYFS 1 (Beginning) |

Finally, confirm the Submission Declaration: (note: consent will have been given by parents who have signed the new 'Parent Declaration Form') Submission Declaration

Confirmation

I confirm that all the information I have provided is correct to the best of my knowledge and that I have consent to send this data to my Local Authority.

