

Checklist for service development – Key considerations

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What services are you already providing to involve parents in early home learning?	Information about the kind of services that support early home learning to help you do an audit of existing services. www.earlyhomelearning.org.uk/services
Do these services include work with parents in the home?	Consider whether including home-based services would enable you to include vulnerable parents more effectively. More information at www.earlyhomelearning.org.uk/services
How will you consult parents about the kind of services they need and involve them in developing the service?	Parent forums or steering groups can enable parents to have a voice in shaping services. Consider whether training may be needed for these parents to play an active role. The Family Policy Alliance have produced a Parent Participation toolkit that will help you ensure effective parent involvement and consultation, www.frg.org.uk/reports_parent_participation.html
Who are you targeting?	Consider the key risk factors for children in terms of learning delay and identify local areas of need as well as vulnerable families within these areas. More information at www.earlyhomelearning.org.uk/practitioners
How are you going to reach them?	Identify the barriers to engagement and ways of overcoming them. More information at www.earlyhomelearning.org.uk/barriers
How do you want to develop existing services to meet identified needs?	Services adopting a multi-component approach have been shown to be most effective. Which services will be universal and which will be targeted? Overview of different models and approaches you could use at www.earlyhomelearning.org.uk/serviceDevelopment

<p>Will you deliver the services internally or will you put the service out to tender?</p>	<p>Consider the strength of the private and voluntary sector in reaching and engaging vulnerable families. More information at www.earlyhomelearning.org.uk/vulnerableFamilies</p>
<p>Will additional funding be needed and if so, where will it come from?</p>	<p>Sustainable funding for long-term investment in prevention is crucial in making a real impact on outcomes for children. www.earlyhomelearning.org.uk/brainDevelopment</p>
<p>How will you reach and engage under-represented groups such as fathers, parents from minority ethnic communities, families with mental health issues and disabled parents?</p>	<p>One size doesn't fit all. Click here for information about tailoring outreach and services to include parents with different needs. www.earlyhomelearning.org.uk/tryingToReach</p>
<p>What outcomes are you trying to achieve?</p>	<p>Outcomes for children should be at the heart of early home learning services. Messages from research about the importance of the early home learning environment in improving outcomes for children - www.earlyhomelearning.org.uk/researchEvidence</p>
<p>How will you achieve these outcomes?</p>	<p>Summary of the key issues that influence effectiveness of early home learning services. www.earlyhomelearning.org.uk/principlesIntoPractice</p>
<p>How will you monitor and evaluate the service?</p>	<p>Think about how you will know the service is making a difference. More information at www.earlyhomelearning.org.uk/sustainability</p>
<p>Where will the service be based?</p>	<p>Consider a mixed economy of services and settings to reach and engage vulnerable parents. More information at www.earlyhomelearning.org.uk/principlesIntoPractice</p>
<p>Are there existing programmes to involve parents in their children's early learning that would meet local needs?</p>	<p>More information about available programmes and resources at www.earlyhomelearning.org.uk/principlesIntoPractice</p>
<p>What is your desired timescale for development of the service?</p>	<p>Consider the time needed to identify and reach your target group (More information at www.earlyhomelearning.org.uk/targetingResources and the need to train staff (more information at www.earlyhomelearning.org.uk/trainingWorkforce)</p>

<p>Which departments and agencies do you need to consult and work closely with to provide seamless support for parents?</p>	<p>Consider the need for integrated and joined-up working between health visiting, early years, parenting support and family support services, as well as between the private, statutory and voluntary sectors. More information at www.earlyhomelearning.org.uk/integratingServices</p>
<p>Who can provide advice to help you plan this service?</p>	<p>There is already a body of expertise and experience in what works in parent involvement in the early years. Contact your local National Strategies Early Years Adviser or look at the Resources at www.earlyhomelearning.org.uk/Filestore/Documents/Resources.pdf</p>
<p>Who will deliver it?</p>	<p>Consider the capacity of existing staff resources and/or whether additional recruitment will be needed. More information about the workforce implications of an early home learning service at www.earlyhomelearning.org.uk/trainingWorkforce</p>
<p>What skills will these staff need?</p>	<p>Consider the need for training in outreach skills as well as skills in building relationships with parents and involving them in their children's play and learning. More information at www.earlyhomelearning.org.uk/trainingWorkforce</p>
<p>Which existing training programmes could meet local staff development needs?</p>	<p>More information about available practitioner training programmes at www.earlyhomelearning.org.uk/trainingWorkforce</p>
<p>How will staff be supported and supervised?</p>	<p>Consider the supervision needs of staff working with vulnerable parents, particularly when working in parents' homes. More information at www.earlyhomelearning.org.uk/skillsTasks</p>
<p>What continuous professional development arrangements will you put in place?</p>	<p>More information about the importance of on-going staff development in ensuring best practice and service outcomes at www.earlyhomelearning.org.uk/skillsTasks</p>

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