Baseline survey of Childcare Providers: Feasibility report

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Disclaimer

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Acknowledgements

Contents

1   Introduction

This report summarises findings from the feasibility stage of the baseline survey of childcare providers. The study was commissioned by HM Revenue and Customs (HMRC) in 2016 and conducted by NatCen Social Research with support from Professor Eva Lloyd (the University of East London).

The feasibility stage was comprised of three iterative strands of work:

- Questionnaire design and development,
- Cognitive testing, and
- A pilot survey.

1.1 Project aims

The feasibility stage was intended to be the first component in a wider project, designed to provide insights into the experiences of childcare providers and assess the effect of **Tax Free Childcare** (TFC)[1] on the UK childcare market following its roll-out in early 2017. The main stage survey would gather historical financial data to map broad market trends before and after policy roll-out, as well as background data to help place the financial information in context.

The feasibility stage had a different set of aims, with a focus on testing survey questions, and the ability of childcare providers to supply the historic financial data needed in order to explore market trends robustly. Another key aim was to assess the scope and quality of the supplied sample information, to better understand the limitations of this data for sampling at main stage. Ultimately, the feasibility stage was intended to inform decisions regarding the main stage survey, including identifying any reasons why the survey would not be able to fulfil its aims.

2   Questionnaire design

The questionnaire included items drawn from existing (tried and tested) surveys, such as the 2016 Childcare and Early Years Providers Survey, and a number of new questions developed with the specific project aims in mind. The survey instrument was developed by the research team at NatCen in consultation with childcare expert Eva Lloyd and project managers at HMRC. The questionnaire was intended to allow for the gathering of detailed historical financial information, including information about prices charged and profits made over the previous three financial years, as well as corresponding contextual information such as the number of places filled and proxy measures of quality.

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[1] Tax Free Childcare has been designed to help parents manage the costs of childcare. It will be available to two million families across the UK as part of a wider package of support including 30 hours free childcare for three and four year olds and additional support for parents receiving Universal Credit.

3   Cognitive testing

3.1 Cognitive testing methods

A draft questionnaire was tested with 12 childcare providers from across the UK (three from each country) using cognitive interviewing techniques. The sample was drawn at random from records held by HMRC for the purposes of administering TFC. This dataset was used to draw samples for both the cognitive testing and the pilot survey components. Sample information did not include telephone numbers, so it was necessary to match them to name and address details using an online matching service[2]. A total of 39 per cent of cases were matched.

One hundred cases were issued for the cognitive testing, 25 in each UK country, and invitation letters sent to all sampled childcare providers. Members of the research team then followed up postal contact by telephone. This telephone call was used as an opportunity to tell the provider more about the study and what participation would involve, answer any questions they might have and, for those who were happy to take part, to make arrangements for the interview.

Those who agreed to participate were then sent a confirmation email detailing the date and time of the interview, as well as the name of the interviewer. This was accompanied by a blank 'data sheet'[3], where providers could record the historical financial information they would be asked about during the interview (see Appendix A). All childcare providers were offered a £30 book token as a thank-you for taking part.

3.2 Findings from the cognitive testing

 Cognitive interviews were conducted over the telephone and lasted between 30 minutes and an hour.

The interviews were conducted with a range different types of childcare providers:
*   Six childminders,
*   Two voluntary settings (one pre-school, one playgroup), and
*   Four private nurseries/ pre-schools, two of which also offered wrap-around care for older children.

Key findings from the cognitive testing included:

The data sheet: Some participants were put off by the data sheet, and the level of detail required, finding it confusing/ onerous, reporting that it made them hesitant about taking part in the study. However, others reported that they would only have been able to provide the financial information required had they completed the data sheet in advance of the interview, and felt that it was essential that it be supplied with the invitation letter.

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[2] UKChanges, see https://www.ukchanges.com/
[3] This method was also used in the Survey of Childcare and Early Years Providers

Concerns about data security: There were some respondents who said they would be wary about entering financial information online, expressing concerns about data security. Interviewees were also worried about spam emails seemingly from HMRC, and felt that this may make them (and others) question the validity of any email correspondence about the survey.

Differences by UK country: There was difficulty creating sufficient levels of tailoring for each UK country, and in some instances, providers felt the question wording needed to be edited further to suit the particular context. For example, just one set of questions were written about funding for three and four year olds, and were intended to be used in all contexts. However, providers felt that the question wording needed be tailored to reflect the particular policy operating in each country.

Differences by provider type: As with differences by country, not all types of providers felt the questions were sufficiently tailored to their own particular circumstances. For example, childminders struggled with the question on the number of children registered with them because they did not tend to think in these terms or use the same terminology (which they felt was more appropriate for group providers).

Financial questions: These questions formed a key part of the survey, being central to the project's aims. However, the cognitive interviews suggested that very few providers were able to answer all the financial questions for all years. Interviewers asked a series of questions to better understand the ability and willingness of providers to supply this information (summarised by broad provider type, below). Please note that interviewees were only able to comment on their own circumstances, and not the wider ability of the provider population to supply detailed financial data.

Individual providers

- Most of the childminders interviewed kept accounts going back a number of years, often to when they first began childminding. However, this information was not always easy to access and childminders felt that they would need a reasonable notice period if they were to collate and prepare detailed financial information for this type of survey. It was also evident that significant survey buy-in would be needed to encourage providers to invest the necessary time and effort needed to gather this data.
- Childminders were not able to provide financial information for the current year as they had not yet completed their annual tax return. Some childminders indicated that it would be better if the survey was carried out in the spring (close to the end of the tax year), when they had just compiled this information.
- Some childminders had difficulty understanding the financial terms used in the survey, such as 'surplus' and 'zero balance'. (In the case of the latter, providers preferred the term 'break even'). Additionally, they felt that that 'zero balance' option was very unlikely to be used as providers would usually make either a profit or a loss.
- Connected to this, childminders reported that some of the financial questions did not apply to them. For example, they typically made an 'income' or 'profit', which was treated as their 'salary'. Very few were able to separate the values (particularly profit and salary), and felt that, in the case of individual providers, they were essentially the same thing.

Group providers

- Group childcare providers also kept a record of financial data going back a number of years, but this was not always (easily) accessible to the setting manager. Providers taking part in the cognitive interviews reported staff in a number of different roles who held, or were responsible for, this information. This included the accountant, treasurer, financial director, and group manager.
- Most interviewees felt that they would be able to access historical financial data if it was essential for the survey, but would require more time to get hold of this information. It was suggested that 30 days would be an appropriate timeframe.

Findings from the cognitive interviews were collated and any necessary changes made to the draft questionnaire in preparation for the pilot survey. These changes included further tailoring of questions for different UK countries and provider types, changes to the terminology (e.g. from zero balance to break even), and the addition of clearer instructions (a copy of the edited survey is included in Appendix B).

4 The pilot survey

4.1 Pilot survey methods

The pilot took the questionnaire testing process a step further, allowing researchers to test interview length, further assess the quality of the sample, explore respondents' willingness to participate in the survey (including particular sections/ questions within it), and any reasons for refusing to take part. The overarching objective of the pilot was to test the ability of the survey to meet its aims at main stage, specifically to capture financial trend data, and ultimately to assess the effect of Tax Free Childcare on the UK childcare market.

As with the cognitive testing, the sample was drawn at random from records held by HMRC for the purposes of administering TFC, and telephone numbers matched using an online service provided by UKChanges. All childcare providers selected for the pilot sample (this included only those with telephone numbers) were sent an invitation letter and offered an opportunity to opt-out of the study using a project-specific email address, or freephone telephone number. Email addresses were available for all providers based in Scotland, and most based in England and Northern Ireland. However, no email addresses were available for Welsh CCPs.

At the end of the fieldwork period, 44 fully complete interviews had been achieved from an issued sample of 236 childcare providers, an overall response rate of 20 per cent. This was slightly lower than the target of 50 completed surveys, reflecting considerable challenges with response (discussed in more detail in the findings section, below).

The mode of the pilot survey matched what was intended at main stage, with a mixed mode (web-CATI) design, to allow assisted web completion. This meant that providers could complete the survey online, over the telephone, or a mixture of the two modes.

Pilot fieldwork launched on the 16th November, and closed on the 7th December 2016.

4.2 Findings from the pilot survey

4.2.1 Response: Refusals and ineligible cases

One of the reasons the response rate was lower than expected was the fairly large number of respondents opting-out, and refusing to take part (disproportionately large for the size of the sample). This was coupled with a high deadwood rate; that is cases with invalid contact information, and therefore no way to get in touch with potential respondents.

Specifically, the research team received 12 opt-outs in response to the invitation letter, but before sharing the data sheet. However, as the results of the cognitive interviews demonstrated, the level of detail included in the data sheet, and the message that sent about survey burden, could be a deterrent to participation. This may partially account for the large number of refusals during the fieldwork period (31).

Eight cases contacted to take part in the pilot survey were no longer operating as childcare providers. However, it can be assumed that the actual number was considerably higher than this, but that telephone numbers had been disconnected/ changed. (There were 34 cases that, despite multiple call attempts, NatCen telephone interviewers were unable to contact.)

4.2.2 Reasons for refusal

Those who did not want to take part in the survey were asked by NatCen interviewers to briefly describe why. Reasons for refusal could be grouped into key four types:

1) Lack of buy-in (i.e. providers did not feel it was worth taking part in the survey, usually due to their own professional circumstances)

   "*I only work part-time and will only be working for 1 or 2 more years it's not worth it for me*".

2) Lack of time (i.e. too busy, too much other work, insufficient notice)

   "*The study is asking for a lot of information about the organisation which I can't gather at such short notice*".

3) Unwillingness due to the sensitivity of information requested

   "*I don't feel comfortable giving out this kind of information*".

4) Personal reasons, not related to the survey, e.g. illness, family reasons, bereavement.

4.2.3 Response by mode, UK country and provider type

Surveys were completed in both modes – around two-thirds (68 per cent) online and a third (32 per cent) over the telephone. The survey was also enabled to allow respondents to complete part of the survey online, and part over the telephone. A small number of respondents used this dual-mode completion (beginning the survey online and completing it with a telephone interviewer).

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The time taken to complete the survey ranged from 5 minutes to 40 minutes, however, the average (mean) completion time was 18 minutes (and the median 15). The shortest completion times were found among those completed online; of the six surveys taking less than ten minutes, five were submitted online.

The sample for the pilot was very small and the number of completions by country and (broad) provider type should not be seen as indicative of what would happen in the main stage survey. However, one of the aims of the pilot was to achieve completions from across the UK countries and different types of provider. Therefore, the breakdowns have been examined as part of this feasibility study (see Table 1 below).

Table 1: Pilot response by country and broad provider type

	England	NI	Scotland	Wales
Total issued	82	53	49	41
Group providers issued	38	11	21	14
Individual providers issued	44	42	28	27
Completed - group	11	2	3	4
Completed – individual	9	5	5	5
Completed – all	20 (24%)	7 (13%)	8 (16%)	9 (22%)

Results show that providers based in all four UK countries completed surveys (response being highest in England and lowest in Northern Ireland). This was also true of provider type - the total number of group and individual providers completing the survey showing a broadly even split (20 group/ 24 individual). However, when considering the issued sample, group providers showed a slightly higher response rate (24 per cent) than individual providers (17 per cent).

Looking more closely at the completed pilot surveys offers a clearer understanding of the breakdown by provider type. In this instance, almost all individual providers were childminders (23/1 nanny), whereas group providers included a range of different arrangements including private, voluntary and maintained settings (see Table 2, below), likely reflecting the greater range within the sample. Unfortunately, as the sample file does not include similarly detailed information by provider type, it is not possible to compare distributions or response rates.

Table 2: Pilot completions by provider type

Individual providers		Group providers	
Childminder	23	Private	7
Nanny	1	Voluntary	6
		Out-of-school	4
		Independent	2
		Children's centre	2
		Maintained	2
		Other	1

Note: this question was multicoded, meaning that providers could select more than one answer category. Three providers used the multicode option; all were private/ independent settings offering out-of-school childcare services.

4.2.4 Partial completions

Alongside fully complete surveys, it is useful to consider partial completions, in particular the point at which providers terminated the survey. In this instance, there is a gradual tailing off over the course of the questionnaire, numbers dropping by one case per section. However, there is also a clear and notable drop-off when respondents reach the first financial section, which included questions on income, expenses and profit. The large drop, from 54 to 46 cases, suggests that the detailed financial questions did deter potentially compliant respondents. All providers completing the second finance section on fees (44 cases) went on to complete the whole survey.

Consideration of completion times by survey section shows that providers spend considerably longer completing the financial questions than others (an average of 5 minutes on Section E: Income and profits and 3 on Section F: Fees).

4.3 Completeness and quality of financial data

The survey's financial questions covered a broad range of information including the cost of childcare, the amount of income received, and profitability. Questions were asked of all providers responding to the pilot survey. However, it was possible for providers to complete the questionnaire without supplying any financial information. Respondents could do this in one of two ways, first, by not selecting any of the years at the first routing question, second, by selecting hidden 'don't know' or 'refused' options at each of the questions in turn.

The first question, which routed respondents to the looped financial questions, asked respondents which tax years (from April 2013 – April 2016) they could provide financial information for. Results are displayed in Table 4, below. The table shows that only a minority of providers (30 per cent) felt that they were able to supply data for all three years[4].

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[4] It is important to note that respondents saying that they could provide financial information for certain years, often had gaps in the data they provided.

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Table 3: Response to the initial financial year question by provider type

2013-2014	13 (30%) said yes	6 group providers, 7 individual
2014-2015	15 (34%) said yes	6 group providers, 9 individual
2015-2016	22 (50%) said yes	9 group providers, 13 individual

The Department for Education's Survey of Childcare and Early Years Providers noted similar difficulties with a lower response from providers to the financial section of the survey, and a lower response rate among the pilot sample selected to complete the 'variant 2' questionnaire about finances[5]. Although information was not collected on the reasons for refusal, authors of the accompanying technical report suggest that the lower response rate was due to the perceived burden of collecting data about finances, and completing the data sheet in advance of the survey. These findings correlate with information on refusal collected during the pilot survey (discussed above).

Information provided in response to the individual finance questions was examined in more detail in consideration of data quality. Although the pilot sample was too small to draw conclusions for the main stage survey, exploration of the finance data offers an early indication of the willingness and ability of providers to supply detailed information across a range of financial indicators. The inclusion of outliers (i.e. extremely low or high values) may suggest inaccurate completion or misreading/ misinterpretation of questions, and therefore problems with data quality and reliability. Table 4 displays an overview of some of the financial data supplied in the pilot survey.

Table 4: Financial information provided in response to key indicators

	2013-2014	2014-2015	2015-2016
Costs – minimum	£3,005	£2,466	£4
Costs – maximum	£165,000	£168,074	£995,569
Costs – number of responses	13	15	20
Income from fees – minimum	£7,214	£7,696	£8
Income from fees – maximum	£273,604	£802,662	£1,166,791
Income from fees – number of responses	11	12	18
Profit – minimum	£1,727	£904	£6

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[5] See page 73 of the final research report, DfE (2017) *Survey of Childcare and Early Years Providers, England 2016*, London: Department for Education, and page 8 of the accompanying technical report. Both reports are available at: https://www.gov.uk/government/statistics/childcare-and-early-years-providers-survey-2016.

Profit – maximum	£128,822	£19,392	£171,000
Loss – minimum	£4,042	£4,904	£200
Loss – maximum	£21,000	£36,591	£42,560
Profit/ loss – number of responses	13	14	21

Information on **costs** was supplied by both group (9) and individual providers (11) for the most recent financial year (2015-2016). Values for the same year ranged from £4 to £995,569, the smaller figure being reported by an individual provider and the greater a group provider (the large value being suggestive of a chain of settings, rather than a single site).

Excluding these two outliers, figures fell between a more moderate range (£300 and £314,730). This was also the case for figures reported for earlier years; values for 2013-2014 ranged from £3,005 to £165,000. Eight of the 20 providers supplying cost data for 2015-2016 reported that the values they had given were estimates, which raises questions about the validity of the data.

Providers were also asked for information from various sources of **income**: fees, government funding for two to four-year-olds, and charitable donations. Information on income from fees was supplied by 18 providers for the 2015-2016 financial year, 9 group settings and 11 individual providers. Values for the same financial year ranged from £8 to £1,166,791. As with cost, figures provided for earlier years fell within a more moderate range (£7,214 to £273,604 for 2013-2014). The two outlying values supplied for 2015-2016 raise the possibility of data entry errors, inaccurate reporting or a misreading/ misinterpretation of the question. Unfortunately, as is the case for other financial questions, it was not possible to externally validate the values supplied.

Only providers who reported having funded places for two to four-year-olds were asked about income from government funding (n = 24). Despite being applicable to approximately half the providers taking part in the survey, numbers responding to this question were small, with just nine providers supplying figures for 2015-16 (six for 2013-2014). Values ranged from £300 to £105,164 (2015-2016). Again, the range was narrower for earlier years, £30,091 and £63,385 (2013-2014).

Just six providers offered a response to the income from charitable donations and fundraising questions - most were voluntary settings. Values supplied were small, ranging from £1 to £24,312. As for other questions, the range of values was considerably narrower for previous financial years, £455 to £3,045 in 2013-2014. The minimum value in this instance suggests that the figure was included as a means of navigating around the question, rather than a genuine response, but may also be a data entry error.

In addition to the income questions above, individual providers (childminders and nannies) were asked about their **personal income** from childcare services. Numbers responding to this question were small - six supplying values for 2013-14, ten for 2015-16. Most income figures fell within a reasonable range, however, there were two outliers in 2015-16, £0 and £30 (compared to a maximum value £10,453). Again, the lower figures are suggestive of a reporting error and/or misinterpretation of the question, but unfortunately, this is not

something it was possible to validate as part of the feasibility study. Three respondents used banded income categories available to those unable to provide an exact value; these banded values broadly reflected the range of the wider group (£1,000 – £10,000).

The questions on **profit and loss** were divided into sub-questions: the first asked whether the provider had made money, lost money, or 'broken even' in each of the financial years and the follow-up questions asked about the value of the profit/loss. Twenty-one providers responded to the first question for the 2015-2016 financial year, this compared to 13 providers for 2013-2014. Of the providers supplying information for multiple years, it was clear that profit and loss was not always consistent over time - some moved from profit to loss, others loss to profit. Despite feedback from the cognitive testing, which suggested that the 'broke even' option was unlikely to be used, it was selected by a small number of providers.

All those responding to the first profit and loss question also supplied accompanying values. Amounts for profit ranged from £6 to £171,000 in 2015-2016 (n = 13), and for loss from £200 to £42,560 (n = 6), outlying values again raising questions about data validity.

Information about **prices and fees** was asked in a separate (subsequent) section of the survey. In this case, the response was higher with 39 providers including figures for average hourly fees. Values supplied ranged from £0.00 to £47.50, suggesting some confusion or misreading of the question (the higher value possibly indicating a daily fee, rather than hourly). All providers supplying a figure for the average or daily fee answered the follow-up question about whether fees had changed. Of the 11 providers reporting an increase in fees (as opposed to 'stayed the same'), 10 supplied an amount. The increase ranged from ten pence to £1.50.

4.3.1 Data quality: messages for main stage

While numbers responding to the pilot survey are very small, limiting the extent to which it is possible to generalise about what might happen at main stage, there are a number of potential learning points:

- Only a minority of providers were willing/ able to supply detailed financial data.
- It was easier for providers to answer questions about the most recent financial year than for earlier time points.
- However, the small number willing and able to provide data for all three financial years appeared to rely less on estimates, with fewer outliers in the 2013-2014 data.
- Exploration of the data and the number of extreme outliers (particularly for 2015-2016) suggests that data quality might be an issue, and that some form of validity checks, such as range checks both as part of the survey and the data preparation process, would be necessary should the survey progress to main stage.

5 Challenges and limitations for the main stage survey

Findings from the feasibility stage suggest a number of potential challenges for the main stage survey; in some cases, the challenges identified may limit the ability of the proposed baseline survey to fulfil its intended aims. The challenges are discussed in reference to three key areas, the sample/ sampling, questionnaire design and response/ respondent engagement.

5.1 Challenges for sampling

Sample information supplied by HMRC included names and postal addresses for all registered providers; however, it did not include telephone numbers or, importantly, information about provider type. Provider type is believed to be related to outcomes (i.e. answers given in response to the survey), hence would ideally be used as a strata in sampling for the main stage survey. It would be possible to collect this information via a sample build exercise, which essentially involves making contact with large numbers of providers to complete a short screening survey, gathering sufficient information to make informed sampling decisions. However, this would significantly increase the costs of the survey. The lack of information on provider type and other setting characteristics also limits the ability to analyse non-response, or to compare non-responders to those completing the survey, which has possible implications for survey weighting.

Issues with out-of-date and ineligible contact information encountered during the pilot survey suggest that the sampling frame is of fairly poor quality. The use of online matching and the fact that only 39 per cent of the sample achieved a match also raises questions about possible sampling bias (i.e. that the matched cases may be qualitatively different from the cases that were not matched). Unfortunately, this could not be checked due to very limited information available in the sample frame. These issues all raise questions about how far the main stage survey would be able to provide robust data needed to meet its aims.

5.2 Challenges for questionnaire design

Findings from the pilot survey suggested a number of challenges in terms of the design of the questionnaire. The most significant being the burden and complexity of the finance questions, which were only completed by a minority of providers. There were also issues with particular finance questions, such as confusion around what to include in questions about costs and income, whether to provide net or gross income, and the need to supply an average daily fee. This confusion is likely reflected in the quality of data provided, for example, the very low values included in response to the 'personal income' question.

These issues can be addressed to some extent by ensuring all questions have very clear instructions, and, if necessary, by performing validity checks and transforming data prior to analysis.

5.3 Challenges for engagement and response

Identified issues with the response rate and the high rate of refusal suggest limited buy-in from providers. The high opt-out and refusal rate may be exacerbated by the data sheet, which appears to have a detrimental effect on response for some providers; however, is an essential addition for others.

Importantly, for those willing to complete the survey, the questions collecting data on financial trends proved difficult for providers, with large numbers unable or unwilling to complete them. This may have been exacerbated by short fieldwork period, as feedback from providers taking part in both the cognitive interviews and pilot surveys indicated that they would need a longer lead-in time if they were to gather all required information. Exploration of the financial data included in the pilot also suggested potential issues with the quality of data, with some larger outliers included at key indicators.

6 Conclusions and recommendations

Taken together, findings from the feasibility stage suggest that there are severe limitations in collecting historical financial information from childcare providers. Although the cognitive interviews indicated that providers collect and retain financial records going back a number of years, this is not easily accessible to most. There were various reasons given for the difficulties in access (among them the need to contact an accountant/ other member of staff/ owner, having them in storage), but the issue was also one of survey buy-in.

Should the main stage survey proceed, it should be assumed that only a minority of providers will be willing and able to supply the historical data needed to map financial trends. (In the case of the pilot around a third of those taking part supplied financial information for all three years). This means that the main stage survey would need to be distributed to a much larger sample of providers than originally anticipated. For example, if the survey wanted to collect financial trend data for 1,000 providers, it would be necessary to survey around 3,000 and to issue a sample of around 15,000 cases.

If the survey was to progress to main stage, or a similar survey be commissioned in the future, the following recommendations should be taken on board:

Sampling:

- A sample build exercise should be used in order to fill information gaps, both in terms of contact details (i.e. email addresses) and, type of provision;
- This would require a larger issued sample, with matched telephone numbers; and
- The use of basic selection criteria to ensure a sufficient number of group providers were included in the telephone matching process.

Questionnaire design:

- Use of a simplified finance section with greater level of tailoring for provider type;
- Very clear instructions about what information to include in any financial calculations; and
- Suppressible range checks built in to the finance questions to prevent data entry errors.

Process:

- Ensuring a reasonable notice period for providers to collate and prepare detailed financial information;
- Fieldwork carried out in the spring (close to the end of the tax year), when providers have just compiled necessary financial information;
- An extended fieldwork period of at least eight weeks;
- Multiple email reminders, spread evenly through the fieldwork period, to accompany the telephone chasing;
- Calls made across the week (including weekends), and at various times of day – the timing of contact tailored to type of provider;
- Use of a small financial thank-you as an incentive for participation.

Appendix A: The data sheet

Baseline Survey of Childcare Providers 2016

This form outlines some of the information that the interview will cover. It would be very helpful if you could fill in the information on this sheet before the interview.

PLEASE DO NOT RETURN THIS FORM TO THE HM REVENUE AND CUSTOMS NOR TO NATCEN SOCIAL RESEARCH

1   NUMBER OF CHILDREN

1.1	How many children are **currently registered** at your provision?	
1.2	How many children **attend** your provision on a typical day?	
1.3	How many **2 year olds** do you currently have registered with you that receive government-funded provision?	
1.4	How many **3 and 4 year olds** do you currently have registered with you that receive government-funded provision?	
1.5	On a typical day, how many places do you have that **have not been filled**?	

2   STAFF DETAILS

2.1	How many **paid staff** are involved in the delivery of your provision? (excluding apprentices)	
2.2	How many **unpaid staff / volunteers** are involved in the delivery of your provision? (including any students who are working on placement)	

3   PRICES

3.1	**Average fee that you charge per hour (per child) for your provision** Please include your own salary if you are a childminder	Hourly fee	Pounds	Pence
		Daily fee	Pounds	Pence

4   YOUR COSTS AND INCOME

We would like to ask you about the following time periods:

- April 2013 to April 2014
- April 2014 to April 2015
- April 2015 to April 2016

		April 2013 to April 2014	April 2014 to April 2015	April 2015 to April 2016
4.1	**Total of all your costs** Include any costs relating to: - staff (e.g. wages, training) - your premises (rent, mortgage repayments, upkeep of building/ fixtures) - any materials you use for childcare (including meals)	£	£	£
4.2	**Total income from all sources** Include: fees, local and central government, fundraising and donations, or any other sources	£	£	£
4.3	**Total income from government funding for 2, 3 and/or 4 year olds**	£	£	£
4.4	**Total income from fundraising activities or charitable donations**	£	£	£
4.5	**In this period, after all costs were deducted, including any wages or dividends drawn by the owner or owners, did your site …**	☐ Make a profit / surplus ☐ Have a zero balance ☐ Make a loss	☐ Make a profit / surplus ☐ Have a zero balance ☐ Make a loss	☐ Make a profit / surplus ☐ Have a zero balance ☐ Make a loss
4.6	**Pre-tax profit or surplus your site made**	£	£	£
4.7	**Amount of loss your setting made**	£	£	£
4.8	**Amount owner or owners drew in salary or dividends** Please include your own salary if you are a childminder	£	£	£

Appendix B: The survey

Baseline Survey of Childcare Providers

Survey questions have been taken from the following questionnaires:
- Childcare and Early Years Provider Finances Questionnaire 2012 – CEYPFQ
- Childcare and Early Years Provision Providers Survey 2013 – CEYPPS
- Tax Credits and Child Benefit Panel Study 2014 – TCCBP
- Childcare and Early Years Provision Providers Survey 2016 (Group-based/Childminder/School) – CEYPPS16
- New question – NQ

Notes

This questionnaire is specified for both CAWI and CATI settings.

CATI:
- All CATI instructions are written in block capitals.

CAWI:
- Please include a banner throughout the CAWI version, which says: You can share this survey with another staff member, but your responses will be visible to them.

All questions use hidden DF/RF unless specified otherwise.

Introduction

[Timestamp]

{Ask all}
S1 (CEYPFQ / CEYPPS)

Good morning /afternoon. My name is _____ and I'm phoning on behalf of HM Revenue and Customs from NatCen Social Research. Please could I speak to [FirstName LastName]?

1. Respondent/proxy answers phone
2. Transferred to respondent
3. No answer
4. Wrong number
5. APPOINTMENT
6. Refused
7. Not Available During Fieldwork (520)
8. Language barrier
9. Deceased (781)
10. Physically/ mentally incapable (530)
11. Late opt out
12. Named respondent is not the right person to contact about this survey

{If S1=1 or 2}
S2
We wrote to you recently about an important piece of research we are carrying out for HMRC.

IF NECESSARY: HMRC have asked to talk to a group of childcare providers to help understand the financial issues that affect the sector.

IF NECESSARY: You should have received some documents in the post from us.

The study is to help with national policy making to ensure that HMRC can work with providers like you to ensure that high quality childcare is available to all parents.

IF NECESSARY: We'd like to ask you some general questions about your setting and its funding and finances, to allow us to build a picture of the childcare sector and to track the impact of any changes.

INTERVIEWER READ OUT: Would you be willing to take part in a short survey? It will take around 20 minutes on the phone or alternatively you can complete the questions online.

IF NECESSARY: Taking part is completely voluntary and any information you provide will be treated in the strictest confidence. It will not be possible for HMRC to identify any businesses or individuals who took part in the research.

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Are you happy to take part?

1. Yes – wishes to complete over the phone now
2. APPOINTMENT
3. Yes – but will complete online
4. No – wants invite email resent
5. No – colleague is better placed to take part
6. No – definitely does not want to take part
7. No – no longer operating as a childcare provider (789 - Other ineligible)

CATI ONLY
{If S1=6. Refused or 11. Late opt out OR S2 = 4. NO – definitely does not want to take part}
Refusal
Thank you for your time today.

INTERVIEWER, IF REASON FOR REFUSAL GIVEN, PLEASE ENTER OR CODE
BELOW.
DO NOT PROBE FOR REASON IF NOT VOLUNTEERED
1. No longer operating as a childcare provider (789 - Other ineligible)
2. Other [specify] (410)
3. No reason given (140)

CATI ONLY
{If Refusal= 2. Other or 3. No reason given or QResendYN = 3. R doesn't want to take part any more}
RefusedThanks
INTERVIEWER: THANK RESPONDENT FOR THEIR TIME AND END CALL.

CATI ONLY
{If S2=1. Yes – will complete online}
YPenPap
To complete the survey online, please go to survey.natcen.ac.uk/childcareproviders (READ OUT, MAKING SURE YOU SAY FORWARD SLASH AND DOT WHERE APPROPRIATE). You then need to enter your unique access code, which is TEST185. The questionnaire will appear automatically and will explain everything you need to do.

INTERVIEWER: The questionnaire will terminate after this question and the respondent can then log-in online.

INTERVIEWER: THANK RESPONDENT FOR THEIR TIME AND END CALL.

CATI ONLY
{If S2 = 3. Appointment}
INTERVIEWER: MAKE APPOINTMENT, THANK RESPONDENT AND END CALL.

CATI ONLY
{If S2 = 4. No – the provider definitely does not want to take part}
INTERVIEWER: THANK RESPONDENT FOR THEIR TIME AND END CALL.

{If S2=5. No - R is the wrong person to contact OR S1=7 OR S1=9 OR S1=12}
NewYN
We would like to speak to the person who can best answer questions about your setting, including questions about funding and finances. Would you be able to provide their contact details?
1. Yes
2. No

NewCont
CATI ONLY
{If NewYN= 1. Yes}
What is the name of the person with overall responsibility?
NewTitle
NewFName_____
NewSName_____

CATI ONLY
{If NewYN= 1. Yes}
NewEmail
Can I take an email address so that we can send them a link to the web survey?
OPEN <100 characters>

CATI ONLY
{If NewYN= 1. Yes}
NewPhone
What is the best number to contact them on?
OPEN <100 characters>

CATI ONLY
{If NewYN= 1. Yes}
Newcontapp
Thanks very much for your help. We will be in touch with {TEXTFILL: *NewFName NewSName*} shortly, but in the meantime please ask them to visit www.survey.natcen.ac.uk /childcareproviders and enter the unique access code [*AccessCode*] to complete the questionnaire online.

INTERVIEWER: THE NEXT SCREEN WILL ALLOW YOU TO CONTINUE THE CALL WITH THE NEW CONTACT IF THEY ARE AVAILABLE NOW, OR TO MAKE A SOFT APPOINTMENT IF YOU NEED TO CALL BACK.

QUESTIONNAIRE SHOULD ROUTE BACK TO S1 AFTER THIS.

CATI ONLY
{If NewYN = 2. No OR DK/REF}
NoContactThanks
Thank you for your time today. If there is someone that you do think would be able to complete the survey for your setting, please ask them to visit

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www.survey.natcen.ac.uk/childcareproviders and enter your setting's unique access code
<AccessCode> to complete it online.

{ASK IF S2 = 2. R wishes to complete over the phone}
Qform (CEYPPS16)
Before we go any further, can I check whether you have received a letter and a data sheet
from us, which asked you to note down some information ahead of the interview?

IF ASKED: The data sheet is a pre-printed information sheet, where you can jot down the
financial information covered in this survey, so you have it all to hand.
PROBE IF YES: And have you completed the data sheet yet?

1. Yes, have access to the data sheet and have completed it
2. Yes, but have not completed it
3. No

{ASK IF QFORM = 2}
Qgot (CEYPPS16)
Do you still have the data sheet we sent you?
1. Yes
2. No

{ASK IF QGOT=1}
Qlater (CEYPPS16)
Ideally, we would like to call you back in a day or two, when you've had time to fill the data
sheet in. Alternatively we can start the interview now and you can complete any questions
that you are unable to answer on the web survey or we can call you back.

IF NECESSARY: It would help if you were able to access financial information such as
prices, costs and income for the last three years.

IF NECESSARY: We can call whenever is convenient for you.
1. Respondent will complete data sheet
2. Respondent will attempt interview without data sheet
3. Respondent doesn't want to take part anymore (late opt out - 430)

{ASK IF (QFORM=3 OR DK/REF) OR (QGOT=2 OR DK/REF)}
QresendYN (CEYPPS16)
We would like to give you a chance to complete the data sheet before we run through the
questions, as some of them ask for quite detailed information. We can call you back in a day
or two, when you've had time to fill the data sheet in.

You can download the data sheet at www.natcen.ac.uk/childcareproviders. We could also
email it to you if you like?

IF NECESSARY: We can call whenever is convenient for you.
1. Respondent would like data sheet sent
2. Respondent will attempt interview without data sheet
3. Respondent doesn't want to take part anymore (late opt out - 430)
4. Respondent will download data sheet (SOFT APPOINTMENT).

{ASK IF S2= 6 No – R wants invite email resent OR QresendYN=1 – Respondent would like data sheet sent}

EmailChk

WE THINK RESPONDENTS' E-MAIL IS: <email>. (IF BLANK, WE DO NOT HAVE AN E-MAIL FOR THEM). PLEASE CHECK WITH RESPONDENT IF THIS E-MAIL IS STILL CORRECT/IF THEY HAVE ONE.

1. Yes, email still correct
2. No, email incorrect
3. Respondent does not have an email address

CATI ONLY

{If EmailChk= 2 No, email incorrect}

Qresend1

Can I take your email address please?

INTERVIEWER: CAREFULLY TYPE IN EMAIL ADDRESS AND READ IT BACK TO RESPONDENT TO VERIFY THAT IT IS CORRECT

TYPE IN: _____

CATI ONLY

Qresend2

{ASK IF S2= 6 No – R wants invite email resent OR QresendYN=1 – Respondent would like data sheet sent}

And can I check we're spelling your name correctly?

   QresendTitle

   QresendFName

   QresendSName

CATI ONLY

{IF QResendYN=1 OR 4}

ResendThanks

INTERVIEWER: MAKE SOFT APPOINTMENT TO CALL R BACK.

IF NECESSARY: Tell R can also download the data sheet at www.natcen.ac.uk/childcareproviders.

CATI ONLY

{ASK IF EmailChk = 3. Respondent does not have an email address OR EmailChk=DK/REF OR Qresend1=DK.REF}

NoEmail

You can find out more about the project and download the data sheet at www.natcen.ac.uk/childcareproviders.

IF ASKED: The data sheet is a pre-printed information sheet, where you can jot down the financial information covered in this survey, so you have it all to hand.

INTERVIEWER: MAKE SOFT APPT TO CALL R BACK.

CATI ONLY

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{ASK IF Qlater=2. Respondent will attempt interview without data sheet or Qresendyn=2. Respondent will attempt interview without data sheet}
StartCATI
Great, let's start going through the questions then. Just to reassure you, any information you provide will be treated in the strictest confidence. It will not be possible for HMRC to identify any businesses or individuals who took part in the research.
[*proceed to QTypeProv*]

CAWI ONLY

LANDING PAGE:

Thank you for your interest in this study.

To start the survey, please enter your unique access code and click 'NEXT':

ONCE ACCESS CODE HAS BEEN ENTERED/UNIQUE URL CLICKED:

{ASK ALL}
IntroCAWI

Thank you for your interest in this study.

The results will help HMRC to understand the impacts of Government childcare policy changes, and may be used to inform the design of childcare policies in the future.

The survey will take around 20 minutes to complete. If you need to pause the survey at any time, you can simply close the browser and log back in later using the same link. All your responses will be automatically saved.

Taking part is completely voluntary and any information you provide will be treated in the strictest confidence. It will not be possible for HMRC to identify any businesses or individuals who took part in the research.

If you have any questions or concerns about the study, or have difficulties completing the survey online, please call (FREEPHONE) 0800 652 0501 or e-mail childcareproviders@natcen.ac.uk.

More information is also available on the project website: www.natcen.ac.uk/childcareproviders.

General information about setting and type of provision

[Timestamp]

<u>CATI and CAWI</u>
{ASK ALL}
QTypProv (NQ)
Can you confirm what kind of childcare provider you are?
INTERVIEWER: READ OUT. CODE ALL THAT APPLY.
CAWI: If you fit into more than category, please select all that apply.
1. Maintained nursery class or nursery school (Local Authority maintained/state nursery school or class attached to a maintained school)
2. Private nursery/ pre-school (privately owned provision, including on a school site)
3. Voluntary nursery, pre-school or playgroup (run by a charity, including on school site)
4. Independent nursery/ nursery class (a registered independent school/ run by one)
5. Children's Centre
6. Out-of-school provider (before/after school/holiday care)
7. Childminder (Including childcare on domestic premises) <exclusive code>
8. Nanny <exclusive code>
9. Au pair <exclusive code>
10. Other type of provision (please specify)_____

{ASK IF QTypProv=1-6. Group provision or 10. Other}
QTypProvSEN (NQ)
Are you a specialist provider for children with SEND?
1. Yes
2. No, but we can accommodate children with SEND
3. No

{ASK IF QTypProv=5. Children's Centre}
QTypProvCC (NQ)
Is your provision delivered by the Local Authority, a voluntary organisation or someone else?
1. Local Authority
2. A voluntary organisation
3. Someone else (please specify)_____

{ASK IF QTypProv=6. Out-of-school provider}
QTypProvOut (NQ)
Who is your provision delivered by?
READ OUT
1. School
2. Voluntary organisation
3. Private organisation
4. Other (please specify)_____

{ASK IF QTypProv=7. Childminder}
Qcurrent (CEYPPS16)
Are you still working as a registered childminder?
INTERVIEWER: IF RESPONDENT IS TAKING A TEMPORARY BREAK OF LESS THAN A MONTH OR IS NOT WORKING DURING A HOLIDAY PERIOD, THEN PLEASE CODE 'YES'.

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CAWI: If you are taking a temporary break (of less than a month), or are not working during a holiday period, please select 'yes'.
1. Yes
2. No

{ASK IF QCurrent=2. No OR Refusal = 1. No longer operating as a childcare providers OR S2 = 7. No – no longer operating as a childcare provider}
Qnotworking (CEYPPS16)
For this survey, we need to speak to child care provinders who are currently active.
INTERVIEWER: That being the case, that's all the questions I have for you today. Thank you very much for taking the time to speak to me.
CAWI: Thank you for your interest in this study.

{ASK IF QTypProv=2, 3, 5, 6. Group provision or 10. Other}
QresproleG (CEYPPS16)
What is your role is at [CCP Organisation Name]?

1. Owner/Managing Director/CEO
2. Setting manager (but not owner)
3. Involved in running the childcare sessions (but not setting manager/owner)
4. Administrator/secretary
5. Accountant
6. Other (please specify) _____

{ASK IF QTypProv=1. School or 4. Independent school}
QresproleS (CEYPPS16)
What is your role is at [CCP Organisation Name]?

1. Head teacher
2. Early years co-ordinator
3. Teacher
4. Involved in running the childcare sessions (but not teacher/EY co-ordinator)
5. Business manager
6. Administrator/secretary
7. Accountant
8. Other (please specify) _____

{ASK IF QTypProv=2, 3, 5, 6. Group provision or 10. Other}
Qchain (CEYPPS16)
Is [CCP Organisation Name] part of a chain?
1. Yes
2. No

{ASK IF QCHAIN=1}
Qchainsize (CEYPPS16)
Including your own site, how many settings are there in this chain (in the UK)?
If you are unsure of the exact number, but able to provide a rough estimate, please do so.
TYPE IN NUMBER: __ __ __

QChainRem
For the rest of the questionnaire, please answer the questions in reference to your own setting, rather than the whole chain.

{ASK ALL}
Qprovtypes (CEYPPS16)
Which of the following types of care {TEXTFILL: IF QTypProv = 1-6 or 10 "does your setting" IF QTypProv = 7-9 "do you" provide?
I will read out a list of different types of provision, please tell me whether you offer it or not. If there is anything you are unsure about, please let me know and I will try to clarify what we mean.
INTERVIEWER: READ OUT. CODE ALL THAT APPLY.
CAWI: Please select all that apply.

1. **Fully flexible early years day care for children below school age**.
2. **Fixed sessional care for children below school age where each session has a fixed start and end time.** These would be where more than one session is delivered in one day there is a change of children between sessions.
3. **Flexible sessional care for children below school age, where session times can vary by child.**
4. **Before school sessions in term time.** INTERVIEWER: ADD IF NECESSARY: These would be run at least 4 days a week, and would have at least some element of childcare as their purpose, rather than solely focussing on a single activity such as football or music.
5. **After school sessions in term time**. INTERVIEWER: ADD IF NECESSARY: These would be run at least 4 days a week, and would have at least some element of childcare as their purpose, rather than solely focussing on a single activity such as football or music.
6. **Holiday activities or childcare during any school holidays**. INTERVIEWER: ADD IF NECESSARY: This would be for at least five hours in any day and five days a week, and would also be for at least one week per year.
7. Other (please specify) _____
8. (DO NOT READ: EXCLUSIVE CODE:) None of these

{ASK IF TypProv=1–6. Group provision 10. Other}
Qmanage (CEYPPS16)
Who owns or manages [CCP Organisation Name]?
INTERVIEWER: PROBE AS NECESSARY. CODE ALL THAT APPLY.
CAWI: Please select all that apply.
1. Private (for profit) company - owner(s) helps with the day to day operations onsite
2. Private (for profit) company - owner(s) aren't involved day to day
3. Voluntary or community group or charity
4. School (this includes governor-run provision for early years and out-of-school childcare)
5. College
6. Local Authority
7. Employer (e.g. a crèche for the children of employees)
8. Hospital
9. Retail/leisure (e.g. supermarket or gym crèche)
10. Church or religious group

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    11. Other (please specify) _____

{ASK IF QMANAGE=3-11 OR DK or REF}
Qcharity (CEYPPS16)
Is your provision set up as a charity or not-for-profit organisation?
    1. Yes
    2. No

{ASK ALL}
Qyears (CEYPPS16)
{Textfill: IF QTypProv = 1-6 or 10 "How long has your provision been operating?
That is, with the setting as it is now, after any changes in ownership, mergers or take-overs"
IF QTypProv = 7 "For how long have you been a childminder?" IF QTypProv = 8 "For how long have you been a nanny? IF QTypProv = 8 "For how long have you been an au pair?"}

INTERVIEWER: ENTER TIME IN YEARS. ENTER 0 IF LESS THAN 1 YEAR.

CAWI: Enter time in years. Enter '0' (zero) if less than one year.

    Numeric _____ years (range 0-1000)
.

{ASK IF QTypProv=7. Childminder/ 8. Nanny/ 9. Au pair}
Qtermhols (CEYPPS16)
Do you normally care for children during term time, the school holidays or both?
    1. Term time
    2. School holidays
    3. Both

{ASK IF QTypProv=7. Childminder}
Qpartner (CEYPPS16)
Do you regularly work with any other registered childminders or childminding assistants at the main domestic premises at which you normally childmind?
    1. Yes
    2. No

{ASK IF QPARTNER=1. Yes}
Qotherminders (CEYPPS16)
How many, if any, registered childminders do you regularly work with at that address?
_____ [RANGE: 0-50]
CODE: Don't regularly work with any other registered childminders at that address

{ASK IF QPARTNER=1}
Qassistantnum (CEYPPS16)
And how many, if any, childminding assistants do you regularly work with at that address?
_____ [RANGE: 0-50]
Code: Don't regularly work with any childminding assistants at that address

{IF QOTHERMINDERS>0}

TOTHERMINDERS
For the rest of the questionnaire, please only include the places that are registered directly to you, not the ones that are registered with the other childminder you work with.

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Places and funding

[Timestamp]

{ASK ALL}
QRegister
The next set of questions is about the number and type of places you offer.

{TEXTFILL: IF QTypProv = 1-6 or 10 "How many children are currently registered at your provision? Please only include those who are currently attending and not those on a waiting list." IF QTypProv = 7-9 "How many children are you currently paid to look after? Please do not include any of your own children".
_____ [RANGE: 1-1000]

{ASK ALL}
QAttend (CEYPFQ)
{TEXTFILL: IF QTypProv = 1-6 or 10 "Approximately how many children attend your provision on a typical day? If this varies, please try to estimate an average figure." IF QTypProv = 7-9 "How many children do you look after on a typical day? Please include only children you are paid to look after - do not include any of your own children".

INTERVIEWER IF NECESSARY: RECORD THE NUMBER OF CHILDREN ATTENDING, EVEN IF NOT REGULARLY. IF THERE ARE VARIATIONS ACROSS DIFFERENT DAYS OR WITHIN THE DAY, ASK THE PARTICIPANT TO ESTIMATE AN AVERAGE FIGURE.
_____ [RANGE: 1-1000]

{ASK ALL}
Qfunded2 (CEYPPS16)
Do you currently offer the government-funded early education for **2 year olds**?

INTERVIEWER: IF RESPONDENT SAYS THEY OFFER PLACES BUT THERE IS NO DEMAND, THEN CODE AS 'YES'

INTERVIEWER NOTE: FROM SEPTEMBER 2013, SOME TWO YEAR OLDS FROM FAMILIES MEETING CERTAIN CRITERIA (INCLUDING THOSE IN RECEIPT OF CERTAIN BENEFITS, FROM LOW INCOME FAMILIES AND THOSE IN CARE, ADOPTED OR WITH IDENTIFIED SPECIAL NEEDS) CAN ACCESS A CERTAIN NUMBER OF HOURS OF EARLY EDUCATION PER YEAR WHICH ARE FUNDED BY THE GOVERNMENT.
1. Yes
2. No

{ASK IF QFUNDED2 = 1}
Qfundnum2 (CEYPPS16)
How many **2 year olds** do you currently have registered with you that receive government-funded provision?
INTERVIEWER: IF NECESSARY: We are interested in the number of individual children who had time paid for using government funding.
INTERVIEWER NOTE: THIS IS THE GOVERNMENT FUNDING OF EITHER 12.5 HOURS PER WEEK (IN WALES), 16 HOURS (IN SCOTLAND), OR 15 HOURS (IN ENGLAND) FOR DISADVANTAGED CHILDREN

_____ [RANGE: 0-1000]

{ASK ALL}
Qfunded34 (CEYPPS16)
Do you currently offer government-funded early education for **3-4 year olds**?
INTERVIEWER: IF RESPONDENT SAYS THEY OFFER PLACES BUT THERE IS NO
DEMAND, THEN CODE AS 'YES'
INTERVIEWER NOTE: THIS IS THE GOVERNMENT FUNDING OF EITHER 10 HOURS
PER WEEK (IN WALES), 16 HOURS (IN SCOTLAND), 12.5 HOURS IN (NORTHERN
IRELAND), OR 15 HOURS (IN ENGLAND)

CAWI: If you currently offer places but there is no demand, please answer 'yes'.
   1. Yes
   2. No

{ASK IF QFUNDED34 = 1}
Qfundnum34 (CEYPPS16)
How many **3 and 4 year olds** do you currently have registered with you that receive
government-funded provision?

_____ [RANGE: 0-1000]

{ASK IF QTypProv=1–6. Group provision OR 10. Other }
QVacancy (CEYPFQ)
Currently, how many places do you have that have not been filled?

By this we mean how much spare capacity you have. The figure should not include children
that might happen to be unwell on a given day.

INTERVIEWER NOTE: PLEASE INCLUDE ANY SPACES ACROSS THE PROVISION,
UNLESS THESE ARE BEING HELD FOR PARTICULAR CHILDREN AND WILL BE FILLED
IN THE NEXT MONTH.

_____ [RANGE: 0-100]

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Quality and staffing

[Timestamp]

{ASK IF COUNTRY=ENGLAND}
QOfsted (CEYPPS16)
What is your current Ofsted or CMA rating?

.
1. Outstanding
2. Good
3. Satisfactory/ Requires improvement
4. Inadequate
5. Don't have a current rating (new provision)

{ASK COUNTRY=WALES}
QEstyn (NQ)
What is your current Estyn rating?

.
1. Excellent
2. Good
3. Adequate
4. Unsatisfactory
5. Don't have a current rating (new provision)

{ASK COUNTRY=Northern Ireland}
QETI (NQ)
What is your current ETI rating?

.
1. Outstanding
2. Very good
3. Good
4. Important area(s) for improvement
5. Requires significant improvement
6. Requires urgent improvement
7. Don't have a current rating (new provision)

{ASK IF COUNTRY=SCOTLAND}
ScotInsp
Has Education Scotland or The Care Inspectorate quality-assured your provision?
INTERVIEWER: READOUT. CODE ALL THAT APPLY.
CAWI: Please select all that apply.

1. Yes, Education Scotland
2. Yes, the Care Inspectorate
3. No

{ASK IF ScotInsp=1 OR 2)}
InspAct
Have you had to take any action on the basis of the inspection?

1. Yes
2. No

{ASK IF QTypProv=1-6. Group provision or 10. Other}
Qstaffintro (CEYPPS16)
The following questions are about the staff employed by your provision today, or at the time you completed the data sheet if you have done so.

This includes the senior manager or managers and staff who are directly involved in delivering childcare and early education provision at your setting.

{ASK IF QTypProv=1-6. Group provision or 10. Other}
QpaystaffFT (CEYPPS16)
How many paid staff (including apprentices) are involved in the delivery of your provision?

INTERVIEWER; ADD IF NECESSARY: It is only the senior manager(s), apprentices and other people working with children that should be included.

INTERVIEWER; ADD IF NECCESARY: For example, accountants, cooks or staff on maternity leave should not be included

_____ [RANGE: 0-200]

{ASK IF QTypProv=1-6. Group provision or 10. Other}
Qvolunt (CEYPPS16)
How many unpaid volunteers, including any students working on placement, do you have helping with childcare at your provision?
_____ [RANGE: 0-200]

{ASK IF QTypProv=1-6. Group provision or 10. Other}
Qquallev (NQ)
What is the highest UK early years qualification {TEXTFILL: IF QTypProv = 1-6 OR 10 "you/your setting's manager hold? If you are not the setting manager please select their highest qualification." IF QTypProv = 7-9 "you hold?"}

INTERVIEWER: READ OUT IF NEEDED. REFER PRINTED SHEET OF QUALIFICATIONS TO HELP YOU RESPONDENT SELECT THE RIGHT LEVEL IF NEEDED.
1. Level 1
2. Level 2
3. Level 3
4. Level 4
5. Level 5
6. Level 6 or higher
7. No UK Early Years qualification
8. Other, please specify

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{IF QTypProv=2–6. Group provision or 10. Other }
QratioU2 (CEYPPS)
What child to staff ratio do you currently operate for children aged **under 2 years old**?
We would like to know the **number of children per one member of staff** on a typical day.

Please provide a decimal value if this isn't a round number.

_____ [RANGE: 0.1-100]

CODE: do not currently care for any children aged under 2 years old.

{IF QTypProv=1–6. Group provision or 10. Other }
Qratio2 (CEYPPS)
What child to staff ratio do you currently operate for children **aged 2 years old**?
We would like to know the number of children per member of staff on a typical day.

Please provide a decimal value if this isn't a round number.

_____ [RANGE: 0.1-100.0]

CODE: Do not currently care for any children aged 2 years old.

{ QTypProv=1–6. Group provision or 10. Other }
Qratio34 (NQ)
What child to staff ratio do you currently operate for children **aged 3 and 4 years old**?
We would like to know the number of children per member of staff on a typical day.

You can give a decimal value if it isn't a round number.

_____ [RANGE: 0.1-100.0]

CODE: Do not currently care for any children aged 3 and 4 years old.

Financial information: Costs, income and profits

[Timestamp]

{ALL}
FIntro
The following questions on finance ask about three annual time periods: April 2013 to April 2014, April 2014 to April 2015 and April 2015 to April 2016.

[IF QTypProv=1–6. Group provision or 10. Other]
If you offer multiple services, then please refer only to the costs allocated to your childcare budget. For example, if you allocate half of your overall premises costs to your childcare budget, please provide this 50% figure.

Most of the questions that follow will give you the option to answer using ranges if you are unable to provide exact figures. Please answer as many questions as you can. You will be asked the same questions for each of the years you are able to provide information for.

Please be assured that the information you supply will be treated in the strictest confidence and that it will not be possible to identify you or your organisation in any findings shared with HMRC.

{ASK ALL}
Qyearcheck (NQ)
Which time periods are you able to provide financial information for?
INTERVIEWER: PLEASE SELECT ALL THAT APPLY.
CAWI: Please select all that apply
   1. April 2013 to April 2014
   2. April 2014 to April 2015
   3. April 2015 to April 2016
   4. None

{ASK IF Qyearcheck=1}
Qtotcosts14 (CEYPPS16)
What was the TOTAL of all your COSTS for **April 2013 to April 2014**?
This would include all of your outgoings, so any costs relating to the following
   - Your staff (e.g. wages, training)
   - Your premises (rent, mortgage repayments, upkeep of building and fixtures)
   - Any materials you use for childcare (including meals) and
   - Any admin costs

INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

£ _____

Baseline survey of Childcare Providers: Feasibility Study

{ASK IF Qtotcosts14=RESPONSE}
QEstimate14
Was this an estimate?
1. Yes
2. No

{ASK IF QYEARCHECK=1}
Qtotincome14 (CEYPPS16)
The next set of questions are about INCOME.

What was {TEXTFILL: IF QTypProv = 1-6 OR 10 "your setting's" IF QTypProve = 7-9 "your"} total income from all sources over the period from **April 2013 to April 2014**?

This would include all income from fees, from local and central government, from fundraising and donations, and from any other sources.
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

£ _____

{ASK IF (IF QYEARCHECK=1) AND (QFUNDED2=1 OR QFUNDED34=1)}
Qfundedinc14 (CEYPPS16)
Thinking more specifically, what was {TEXTFILL: IF QTypProv = 1-6 OR 10 "your setting's" IF QTypProve = 7-9 "your"} total income from government funding for 2 to 4 year olds from **April 2013 to April 2014**?

INTERVIEWER IF NECESSARY: THIS IS GOVERNMENT FUNDING OF EITHER 10 HOURS PER WEEK IN WALES, 16 HOURS IN SCOTLAND, 12.5 HOURS IN NORTHERN IRELAND, OR 15 HOURS IN ENGLAND FOR 3 AND 4 YEAR OLDS, AS WELL AS ANY FUNDING FOR DISADVANTAGED 2 YEAR OLDS.

INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

£ _____
No income from this source _____

{ASK IF QFUNDEDINC14=DK}
QfundedMWintro14
Are you able to give an estimate of {TEXTFILL: IF QTypProv = 1-6 OR 10 "your setting's" IF QTypProve = 7-9 "your"} income from this government funding for either a typical month or week during same time period?

INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
ENTER VALUE ROUNDED TO THE NEAREST POUND:

POUNDS £: _____

1.   Monthlyfunded14 Monthly income: £_____
2.   Weeklyfunded14 Weekly income: £_____

{ASK IF QFUNDEDMW14=DK}
Qfundedperc14 (CEYPPS16)
Could you estimate the percentage of {TEXTFILL: IF QTypProv = 1-6 OR 10 "your setting's" IF QTypProve = 7-9 "your"} total income that was accounted for by government funding for the 15 hours of funded entitlement from **April 2013 to April 2014**?

_____% [RANGE: 0-100]

{ASK IF QYEARCHECK=1}
Qfeesinc14 (CEYPPS16)
What was {TEXTFILL: IF QTypProv = 1-6 OR 10 "your setting's" IF QTypProve = 7-9 "your"} total income from fees from **April 2013 to April 2014**? This should include any voucher payments as well as fees paid directly to you by parents or employers.

INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

£ _____
No income from this source _____

{ASK IF QFEESINC14=DK}
QfeesMWintro14
Are you able to give an estimate of {TEXTFILL: IF QTypProv = 1-6 OR 10 "your setting's" IF QTypProve = 7-9 "your"} income from fees including vouchers for either a typical month or week during same time period?

INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
ENTER VALUE ROUNDED TO THE NEAREST POUND:

POUNDS £: _____

1.   **Monthlyfees14 Monthly income: £_____**
2.   **Weeklyfees14 Weekly income: £_____**

{ASK IF Monthlyfees14 and Weeklyfees14=DK}
Qfeesperc14 (CEYPPS16)
Could you estimate the percentage of {TEXTFILL: IF QTypProv = 1-6 OR 10 "your setting's" IF QTypProve = 7-9 "your"} setting's total income that was accounted for by fees including vouchers from **April 2013 to April 2014**?
_____% [RANGE: 0-100]

{ASK IF QYEARCHECK=1 AND QTypeProv = 1-6 or 10}
Qcharinc14 (CEYPPS16)
What was {TEXTFILL: IF QTypProv = 1-6 OR 10 "your setting's" IF QTypProve = 7-9 "your"}total income from fundraising activities or charitable donations from **April 2013 to April 2014**?

INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

£ _____
No income from this source _____

{ASK IF QCHARINC14=DK}
Qcharperc14 (CEYPPS16)
Could you estimate the percentage of {TEXTFILL: IF QTypProv = 1-6 OR 10 "your setting's"
IF QTypProve = 7-9 "your"}total income that was accounted for by fundraising activities or
charitable donations?
_____% [RANGE: 0-100]

{ASK IF QYEARCHECK=1}
Qprofloss14 (CEYPPS16)
From **April 2013 to April 2014**, after all costs were deducted, did {TEXTFILL: IF QTypProv =
1-6 OR 10 "your setting" IF QTypProve = 7-9 "you"} make a profit or a loss?
INTERVIEWER: READ OUT.
1. Made a profit or surplus
2. Broke even/did not make a profit or a loss
3. Made a loss

{ASK IF QPROFLOSSG14=1 OR QPROFLOSSCM14}
Qprof14 (CEYPPS16)
How much pre-tax profit or surplus did you/your setting make from **April 2013** to **April 2014**?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

£ _____

{ASK IF QPROF14=DK OR REF}
Qprofband14 (CEYPPS16)
Would you be willing and able to say which of the following bands best describes the profit or
surplus from **April 2013** to **April 2014**? That is the amount before any income tax has been
paid.
INTERVIEWER READ OUT
1. Up to £1,000
2. Between £1,000 and £3,000
3. Between £3,000 and £5,000
4. Between £5,000 and £10,000
5. Between £10,000 and £20,000
6. Between £20,000 and £30,000
7. Between £30,000 and £50,000
8. Between £50,000 and £100,000
9. More than £100,000

{ASK IF QPROFLOSS14=3}
Qloss14 (CEYPPS16)
How much loss did {TEXTFILL: IF QTypProv = 1-6 OR 10 "your setting" IF QTypProve = 7-9 "you} make from **April 2013** to **April 2014**?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

£ _____

{ASK IF QLOSS14=DK OR REF}
Qlossband14 (CEYPPS16)
Would you be willing and able to say which of the following bands best describes the size of the loss from **April 2013** to **April 2014**?
INTERVIEWER: READ OUT
1. Up to £1,000
2. Between £1,000 and £3,000
3. Between £3,000 and £5,000
4. Between £5,000 and £10,000
5. Between £10,000 and £20,000
6. Between £20,000 and £30,000
7. Between £30,000 and £50,000
8. Between £50,000 and £100,000
9. More than £100,000

{ASK IF QYEARCHECK=1 AND QTypProv=1, 2, 4–6, 10}
Qowninc14G (CEYPPS16)
How much, if anything did the owner or owners of your setting draw in salary or dividends from **April 2013** to **April 2014**??
Please include the total amount drawn by ALL owners.
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

£_____   (0-…)
Not applicable _____

{ASK IF QYEARCHECK=1 AND QTypProv=7. Childminder/ 8. Nanny/ 9. Au pair}
Qowninc14CM (NQ)
How much did you personally draw in income from **April 2013** to **April 2014**?
By this we mean what was your salary?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

£_____   (0-…)

{ASK IF QOWNINC14G=DK OR REF}
Qownincband14G (CEYPPS16)
Would you be willing and able to say which of the following bands best describes the total salary or dividends drawn by the owner or owners of your setting from **April 2013** to **April 2014**??
READ OUT
IF NECESSARY: It is the total amount, drawn by ALL the owners that we are interested in
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.
1. Up to £1,000
2. Between £1,000 and £3,000
3. Between £3,000 and £5,000
4. Between £5,000 and £10,000
5. Between £10,000 and £20,000
6. Between £20,000 and £30,000
7. Between £30,000 and £50,000
8. Between £50,000 and £100,000
9. More than £100,000

{ASK IF QOWNINC14CM=DK OR REF}
Qownincband14CM (CEYPPS16)
Would you be willing and able to say which of the following bands best describes your {TEXTFILL: IF *QTypProv=7 "*income*"* IF *QTypProv=8 OR 9 "salary"}* from **April 2013** to **April 2014**??
READ OUT
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.
1. Up to £1,000
2. Over £1,000 but not more than £3,000
3. Over £3,000 but not more than £5,000
4. Over £5,000 but not more than £10,000
5. Over £10,000 but not more than £20,000
6. Over £20,000 but not more than £30,000
7. Over £30,000 but not more than £50,000
8. Over £50,000 but not more than £100,000
9. More than £100,000

Financial information: Fees

{ASK ALL}
IntroB (CEYPFQ)
The next set of questions asks about the fees that you CURRENTLY charge for your childcare provision.

{ASK ALL}
QAveFee (CEYPFQ)
What is the average fee that you charge per hour (per child)? Please provide an average across all the children you care for.

INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

Hourly fee: POUNDS: _____ PENCE: _____

{IF QAveFEE=DK/REF}
FeeDK
Is there any particular reason why you are unable to provide an estimate?
OPEN: 300 characters
CODE: Fees vary too much from child to child to provide an average.

{If QAveFee=DK/REF}
QDayFee
Are you able to provide an average fee for a day or a session/half day?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

Session/half day: POUNDS: _____ PENCE: _____
Day: POUNDS: _____ PENCE: _____

{IF QDayFEE >0}
QLgthDay (CEYPFQ)
How many hours would that daily fee typically cover?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

HOURS: _____ MINUTES: _____

{ASK if QAveFee >0}
QSameFee (CEYPFQ)
Do you charge the same fees for every child, or do they vary?
1. Same for every child
2. Vary

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{IF QSameFee=2 OR FeeDK = CODE: Fees vary too much…}
QWhyVary (CEYPFQ)
Which of the following criteria affect the fees that you charge for your provision?
INTERVIEWER: READOUT. CODE ALL THAT APPLY.
CAWI: Please select all that apply.
1. Whether you are caring for more than a single child from a given family
2. Whether the child has a disability or special educational need
3. The child's parental income
4. The age of the child
5. The amount received in funding
6. Whether the child attends outside usual hours (i.e. 9-5)
7. None of these
8. Other (please specify)_____

{IF QWhyVary=1}
QOneChFee (CEYPFQ)
What is your standard hourly fee for a family with only one child attending?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

POUNDS: _____ PENCE: _____

{IF QWhyVary=1 AND QOneChFee>0}
QTwoChFee (CEYPFQ)
What is your standard hourly fee **per child** when a family has two children attending?
If you offer a discount for only one of the children, please provide the **average** fee across the two children.
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

POUNDS: _____ PENCE: _____

{IF QWhyVary=1 AND QTwoChFee>0}
QThrChFee (CEYPFQ)
And what is your standard hourly fee **per child** when a family has three or more children attending?
If you offer a discount for only some of the children, please provide the **average** fee across the children.
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

POUNDS: _____ PENCE: _____

{IF QWhyVary=2}
QSENDFee (CEYPFQ)
What is your standard hourly fee for a child with a disability or special educational needs?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

POUNDS: _____ PENCE: _____

{IF QWhyVary=3}
QLowInFee (CEYPFQ)
And what is your standard hourly fee for a child from a family with low income?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

POUNDS: _____ PENCE : _____

{IF QWhyVary=4}
QUnd2Fee (NQ)
What is your standard hourly fee for a child under 2 years old?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

POUNDS: _____ PENCE : _____

{IF QWhyVary=4}
Q3to4Fee (NQ)
And what is your standard hourly fee for a child aged 3 to 4 years old?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

POUNDS: _____ PENCE: _____

{IF QWhyVary=4}
QOver5Fee (NQ)
And what is your standard hourly fee for a child over 5 years old?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.

POUNDS: _____ PENCE: _____

{ASK ALL}
QTopUpFor (CEYPFQ)
Do you ever charge parents additional fees for any of the following?
INTERVIEWER: READ OUT. CODE ALL THAT APPLY
CAWI: Please select all that apply.
1. Trips or activities away from usual premises
2. Art materials used during sessions
3. Books
4. Meals
5. Snacks
6. Foreign language tuition
7. Sports
8. Introductory sessions where the parent attends with the child
9. Registration/membership fees
10. Late pick up fees/extra hours in the day
11. Care provided outside regular hours
12. Record/diary of child's activities
13. Parties (for example Christmas parties or parents' evenings)

14. Late payment fees

15. Anything else that falls outside the scope of standard provision fees (please specify)_____

16. None of these

{ASK ALL}
Qfeechange (CEYPPS16)
Have you increased or decreased the average fees for any of the children in your care in the past 12 months?
1. Increased
2. Stayed the same
3. Decreased

{ASK IF QFEECHANGE=1. INCREASED}
Qincsize (CEYPPS16)
How much have your hourly fees increased by in the past 12 months?
INTERVIEWER: WE NEED THE AMOUNT THE FEES INCREASED – NOT THE AMOUNT THE FEES WERE 12 MONTHS AGO.
CAWI: By this we mean the difference between what you charged 12 months ago and what you charge now.

POUNDS: _____   PENCE: _____

{ASK IF QFEECHANGE=3. DECREASED}
Qdecsize (CEYPPS16)
How much have your hourly fees decreased by in the past 12 months?
INTERVIEWER: WE NEED THE AMOUNT THE FEES DECREASED – NOT THE AMOUNT THE FEES WERE 12 MONTHS AGO.
CAWI: By this we mean the difference between what you charged 12 months ago and what you charge now

POUNDS £: _____   PENCE: _____

{ASK IF QFEECHANGE=1. INCREASED}
Qincreason (CEYPPS16)
What were the reasons for increasing your fees?

INTERVIEWER: CODE ALL THAT APPLY. PROMPT AS NECESSARY.
CAWI: Please select all that apply.
1. Increased in line with what other providers are charging
2. Increased in line with funding for the 15 hours of free entitlement
3. Increased in line with Tax-Free Childcare
4. Impact of National Living Wage introduction/new employer responsibilities for pensions
5. To improve profit or surplus
6. Just raise fees every year as a matter of course
7. Was making a loss / business wasn't sustainable
8. Improved our service

9. Got a positive/better Ofsted rating
10. Started offering more hours of childcare
11. Told to by the council/Local Authority/other external body
12. To cover inflation/increase in costs (non-specific)
13. To cover increased staff costs
14. To cover increase utilities costs
15. To cover increased rental/mortgage costs
16. To cover increased food costs
17. To cover increased cost of materials used in sessions
18. Other (please specify) _____

{ASK IF QFEECHANGE=2. Stayed the same}
Qsamreason (CEYPPS16)
What were the reasons for keeping your fees the same?
INTERVIEWER: CODE ALL THAT APPLY. PROMPT AS NECESSARY.
CAWI: Please select all that apply.
1. Parents wouldn't be able to afford an increased fee
2. Need to keep prices competitive (or parents will go elsewhere)
3. Based in a deprived area
4. Didn't need to raise fees as the setting is making a profit
5. Didn't need to raise fees as the setting is covering costs
6. Didn't need to raise fees (non-specific)
7. To make sure childcare is affordable and accessible for parents
8. The rate is set by an external body such as the council local authority
9. Difficult economic climate
10. Need to keep fees in line with government funding
11. To try and maintain or boost attendance levels
12. Plan to increase fees in the near future
13. Other (please specify) _____

{ASK IF QFEECHANGE=3. Decreased}
Qdecreason (CEYPPS16)
What were the reasons for decreasing your fees?
INTERVIEWER: READ OUT. CODE ALL THAT APPLY.
CAWI: Please select all that apply.
1. Parents wouldn't be able to afford an increased fee
2. Need to keep prices competitive (or parents will go elsewhere)
3. Based in a deprived area
4. Got a negative/worse Ofsted rating
5. Didn't need to raise fees as the setting is making a profit
6. Didn't need to raise fees as the setting is covering costs
7. Didn't need to raise fees (non-specific)
8. To make sure childcare is affordable and accessible for parents
9. The rate is set by an external body such as the council local authority
10. Difficult economic climate
11. Need to keep fees in line with government funding
12. To try and maintain or boost attendance levels
13. Plan to increase fees in the near future
14. Other (please specify) _____

<trigger partial outcome>

Work-facilitating features

[Timestamp]

{ASK ALL}
Qweekprov (CEYPPS16)
The next few questions are about the different care arrangements you offer.

First, do you provide weekend care?
1. Yes
2. No

{ASK ALL}
WrkFF (NQ)
Do you offer any of the following?
INTERVIEWER: READ OUT. CODE ALL THAT APPLY
CAWI: Please select all that apply
1. Childcare before 7am
2. Childcare between 7am and 9am
3. Childcare between 5pm and 7pm
4. Childcare after 7pm
5. None of these

{ASK IF QPROVTYPES = 6}
Qholtype (CEYPPS16)
Do you offer holiday provision in…
INTERVIEWER READ OUT. CODE ALL THAT APPLY
CAWI: Please select all that apply
1. The summer holidays
2. The Easter holidays
3. The Christmas holidays
4. Some or all half term holidays
5. Bank holidays
6. None of these

{ASK IF QPROVTYPES = 6}
Qholday (CEYPPS16)
On how many weeks would you expect to offer holiday care throughout the year?
INTERVIEWER: IF UNCERTAIN PROBE FOR BEST ESTIMATE.
CAWI: If you are not sure of the exact figure, please provide your best estimate.
_____ weeks [RANGE: 0-52]

Knowledge and awareness of new policies

[Timestamp]

{ASK ALL}
IntroPol (NQ/TCCBP)
The government is planning to introduce a number of changes to childcare policy in 2017. One of these is the introduction of Tax Free Childcare. Have you heard anything about this change?

INTERVIEWER: PLEASE CODE 1. (YES) IF THERE IS ANY AWARENESS, NO MATTER HOW VAGUE THIS MAY BE.

INTERVIEWER NOTE: TAX-FREE CHILDCARE WILL BE LAUNCHED IN EARLY 2017. IT WILL ALLOW WORKING PARENTS TO OPEN AN ONLINE ACCOUNT, WHICH THEY CAN THEN PAY MONEY INTO TO COVER THE COST OF CHILDCARE WITH A REGISTERED PROVIDER. THE GOVERNMENT WILL TOP UP THE PARENTS ACCOUNT WITH 20% OF CHILDCARE COSTS UP TO A TOTAL £2,000 PER CHILD PER YEAR.

1. Yes
2. No

{ASK IF IntroPol=Yes}
FImp (NQ/TCCBP)
Do you think the introduction of Tax Free Childcare will affect your provision?
1. Yes
2. No

{ASK IF FImp=Yes}
PolHow (NQ)
How do you think that this change will affect your provision?
INTERVIEWER: PROMPT RESPONSE OPTIONS AS NEEDED. CODE ALL THAT APPLY.
CAWI: Please select all that apply
1. Increase number of places offered
2. Increase prices for parents
3. Decrease prices for parents
4. Increase number of places filled
5. Decrease number of places filled
6. Increase profits
7. Decrease profits/ create a loss
8. Other (please specify) _____
9. Don't know

{ASK ALL}
IntroPol2 (NQ/TCCBP)
The government is also planning to extend the free childcare entitlement for 3 to 4 year olds. Have you heard anything about this change?
1. Yes
2. No

{ASK IF IntroPol2=Yes}

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FImp2 (NQ/TCCBP)
Do you think extending the free childcare entitlement for 3-4 year olds will affect your provision?
1. Yes
2. No

{ASK IF FImp2=Yes}
PolHow2 (NQ)
How do you think that this change will affect your provision?
INTERVIEWER: PROMPT AS NEEDED. CODE ALL THAT APPLY.
CAWI: Please select all that apply
1. Increase number of places offered
2. Increase prices
3. Decrease prices
4. Increase number of places filled
5. More likely to offer the free entitlement
6. Less likely to offer the free entitlement
7. Other (please specify) _____
8. Don't know

{ASK ALL}
IntroPol3 (NQ/TCCBP)
Finally, the government is planning to provide additional support for parents receiving Universal Credit. Have you heard anything about this change?
1. Yes
2. No

{ASK IF IntroPol3=Yes}
FImp3 (NQ/TCCBP)
Do you think that the provision of additional support for parents receiving Universal Credit will affect your provision?
1. Yes
2. No

{ASK IF FImp3=Yes}
PolHow3 (NQ)
How do you think that this change will affect your provision?
INTERVIEWER: PROMPT AS NEEDED. CODE ALL THAT APPLY.
CAWI: Please select all that apply
1. Increase number of places offered
2. Increase prices
3. Decrease prices
4. Increase number of places filled
5. Other (please specify) _____
6. Don't know

<trigger complete outcome>

Concluding questions

[Timestamp]

{ASK ALL}
Qrecont (CEYPFQ)
It is possible that we may want to contact you again for additional information following the completion of this survey. Would you be willing to be contacted again?

INTERVIEWER ADD IF NECESSARY: All information you have provided will be treated in strict confidence and HRMC will not see your answers.

1. Yes - willing to be recontacted
2. No - not willing to be recontacted

{IF Qrecont = 1}
RecontName
<u>CAWI ONLY</u>
Please enter your details in the spaces below.
This information will not be passed to HMRC.

<u>CATI ONLY</u>
INTERVIEWER: CHECK DETAILS AGAINST DIAL SCREEN. PLEASE ENTER NEW DETAILS. PLEASE CHECK ALL DETAILS CAREFULLY.

    _____RecontTitle
    _____RecontFName
    _____RecontSName
    _____RecontEmail
    _____RecontPhone

{ASK ALL}
Thanks
Thank you for taking the time to respond to this survey. Your answers will be extremely helpful to HMRC, and will inform future thinking about childcare policy.

More information is also available on the project website:
www.natcen.ac.uk/childcareproviders.

[Timestamp]