



Invitation to Tender

for

Let's Grow Together! Infant & Childhood Partnerships CLG

(Incorporating the Young Knocknaheeny Area Based Childhood Programme)

Reflective Practice Supervision for Practitioners

Background

Incorporating the Young Knocknaheeny Area Based Childhood Programme, the main objective of Let's Grow Together! Infant & Childhood Partnerships CLG is to govern, support and develop area-based prevention and early intervention programming and approaches that support early childhood development, relationships, and environments; to set the foundations for infant and child development, learning, wellbeing, quality of life and outcomes; and by doing so mitigate the intergenerational impact of child poverty.

The subsidiary objectives are:

- Respectfully enhancing skills and early childhood development knowledge, of all parents, practitioners, and services
- Strengthening and supporting all relationships and environments that are important to every child's early development
- Embedding systems and community change to support early childhood development
- Undertaking participatory learning and evaluation, documenting and policy development

The core work of Let's Grow Together! Infant & Childhood Partnerships CLG is funded by the Department of Children, Equality, Disability, Integration and Youth and is part of the Area Based Childhood Programme within the TUSLA Child & Family Agency. The organisation is a registered charity.

Our Vision

Our communities are places where children experience happy, healthy, and thriving childhoods that last a lifetime, and no child is left behind.





Our Mission

To work in partnership with everyone important in children's lives, sharing knowledge, skills, and resources, empowering families, and enabling children through their relationships and in their communities to be nurtured, fulfilled, achieving and learning.

Approach

Let's Grow Together is informed by the knowledge and evidence of prevention and early intervention approaches which support early childhood development. A key element of providing good quality services for parents, caregivers, and their families, is the opportunity for reflective practice for staff members delivering those services.

In 2021/2022 we implemented a programme of supervision with an external supervisor and following the success of this initial rollout we wish to invite suitably qualified individuals to tender for the provision of a comprehensive programme of reflective practice supervision for the 2023 calendar year, with a view to this arrangement being renewable on an annual basis by mutual agreement. The programme will provide a mixture of group and individual supervision to the interdisciplinary team who provide direct services to families in the community. The model developed and embedded will be evidence based, sustainable and designed to build the capacity of members of the team to participate in and lead reflective practice processes internally.

Team Structure

The interdisciplinary team is currently comprised as follows: -

1 x Infant Mental Health & Wellbeing Coordinator

1 x Speech, Language & Early Years Coordinator (Senior Speech & Language Therapist)

1 x Staff Grade Speech & Language Therapist

1 x Public Health Nurse (Child Health)

5 x Infant Parent Support Workers

Methodology

Following a successful pilot of a group reflective practice space in 2021/2022 we are seeking to build on this foundation and structure. The reflective practice space will ideally be organised into two groups, each provided with one session per month for the duration of this contract. Additionally, there will be a requirement for one individual session per month with the Infant Mental Health & Wellbeing Coordinator.





It is envisioned therefore that there will be a total of 22 group sessions, plus 10 to 12 individual sessions with the Infant Mental Health & Wellbeing Coordinator. There will also be a requirement for one session with the whole group (amalgamating the two smaller groups) during the Summer – this will be in place of the usual two sessions scheduled for that month.

Additional preparatory time related to these sessions should be factored into any tender submissions.

Tenderers should note that the size of the interdisciplinary team participating in the group sessions may contract or extend slightly over time during this piece of work due to organic changes in team composition.

As part of our ongoing commitment to the provision of effective supervision to our practitioners there will be two review meetings with the Manager of the organisation, one midway through the initial 12-month period and one in advance of the completion of the initial 12-month period.

Delivery Methods

Sessions are scheduled during ordinary working hours, Monday to Friday and are delivered on an in-person basis (subject to prevailing public health guidance) at our offices in Knocknaheeny, Cork.

Aims

This purpose of this programme of reflective practice supervision is to:

- To support relationship-based practice within the team and as a key approach to service delivery
- To provide appropriate spaces for staff members to reflect on their work
- To increase the capacity of team members for reflection and understanding of the complexity of their roles related to the task of the organisation
- To promote personal and professional development and awareness directly related to children, families, team, and organisational issues
- To support understanding of group and team dynamics related to the working environment





- To support and promote the use of authority, negotiation and effective working with clients, stakeholders, and within teams
- To support future interventions particularly related to safeguarding, and complex cases
- To develop members of the team in Let's Grow Together that could act as leaders in the service and provide Reflective Practice Groups within the service going forward using the same model

Essential Qualifications & Experience

Proposals should provide evidence of the service provider's qualifications, expertise and knowledge base in:

- Validated degree level or higher in a relevant field such as social care, psychology, social work, family support
- Validated post qualification training and accreditation in group and one to one reflective supervision
- Significant experience of reflective practice facilitation, mentoring and support
- Significant knowledge of early childhood development and evidence-based practices which support families and early childhood
- Experience in delivery services to parents, caregivers, and their families
- Understanding of parenting and providing services in the context of complexity and vulnerability

Timeframe

It is envisaged that sessions will commence in January 2023 with all sessions and related work completed by 15th December 2023.

Tender Application Details

The successful tenderer will be offered a contract for services with Let's Grow Together! Infant & Childhood Partnerships CLG for an initial one-year period.

All aspects of the contract must be delivered by 15th December 2023.





Costings

Proposals must contain details for the costs of delivery for all services including any disbursements. The cost quoted must be all inclusive.

Prices and rates should be quoted in Euros and VAT rates where applicable should be quoted separately.

As we anticipate ongoing reflective practice to be integral to our work, we would ask tenderers to submit costings for provision of the service for 2023 initially, along with an indicative cost for the 2024 and 2025 calendar years respectively. These costings should be separate for each year.

Prices quoted cannot be increased during the initial contract period.

Tender Requirements

The tender must not exceed 10 pages (minimum font 11).

CVs and details of assigned roles of all those people involved in carrying out the contract of work must be submitted. Details of academic and/or professional qualifications must be included.

The tender must demonstrate clear understanding of the tasks set out in tender and the overall aims and outcomes of the pilot project.

The submission must also clearly include the number and brief details of similar projects undertaken in the last five years.

The successful bidder must be able to produce a Current Tax Clearance Certificate and proof of current, relevant insurance coverage(s). In addition, the successful bidder must retain records of tax reference numbers for any subcontractors where payments exceed €635 Euros (incl. VAT).

Assessment of Tender:

Tenders will be examined initially with reference to the following:

- (a) Completeness of proposals as specified in this tender invitation
- (b) Stated ability of the tenderer to meet all the essential requirements specified in this tender invitation





Each tender received will be further assessed on the basis of:

CRITERIA	SCORE
Demonstrated knowledge and understanding of the brief	30
Previous relevant professional experience in similar areas	40
Approach to achieving key deliverables	50
Value for Money/Costing	50
Ability to deliver in timeframe	50
Demonstrated ability to communicate/engage with key stakeholders	30
Total	250

Additional Information:

- Additional information may be sought at the assessment phase.
- Before final decision, the most competitive tenders may be invited for further discussions on their proposals for the purpose of elaboration, clarification and/or aiding mutual understanding.
- Costings provided should clearly illustrate the full cost payable by Let's Grow Together for this piece of work including VAT/disbursements where applicable. As cost is a consideration in awarding this contract additional costings for these items cannot be submitted later.
- Let's Grow Together shall not be liable for any costs and/or expenses incurred in respect of the preparation or the submission of any tender documents or associated material.
- Lowest tender is not a guarantee of success.
- Tender submissions must be received electronically by midday on 8th December 2022. Please email to admin@letsgrowtogether.ie
- Informal queries in advance of this date by email to katherine@letsgrowtogether.ie or by calling 086 0319126.

