

STUDY OF EARLY EDUCATION AND DEVELOPMENT (SEED)

PROJECT REFERENCE NUMBER: EOR/SBU/2011036

Variation to contract with: National Centre for Social Research

Dated: 12/08/2014

Contract number: 2011/036

Variation number: 2

Amendments have been made to the contract for the Study of Early Education and Development (SEED). The changes cover:

- i. An additional element to 'Component 2: Study of Early Years Settings: quality, characteristics and process';
- ii. Revised costs and invoicing schedules; and
- iii. Revised reporting timetables.

Further detail is provided below. Amendments to the contract are indicated in clause one to five in Schedule 1 Amendments below.

Revised costs and invoicing schedules are provided in Schedule 2 below.

The contractor shall complete the Project on or before 30th October 2020.

Schedule 1 Amendments



Clause five

The timetable on page 15 of the contract variation number one shall be deleted in its entirety and replaced with the following:

"TIMETABLE

A high level overview of the timetable for the evaluation is provided below. The Contractor shall develop more detailed timetables in consultation with the Department as the evaluation progresses.

Overview timetable of key tasks					
Timing	C1: Longitudinal Study of Children	C2: Study of Early Years Settings	C3: Intensive case studies of good practice	C4: Value for Money study	C5: Qualitative studies of a. children with SEN/Disabilities b. Childminders
Year 1: 2013					

January – March 2013	<ul style="list-style-type: none"> • Research aims finessed and agreed with Department. • Contract agreed and signed. • Advisory Group established and first meeting held. • Introductory meetings between NatCen Consortium and DfE early years policy leads. 				
January – April 2013	Sample design and feasibility testing – explore access to Eligibility Checking Service data and HMRC Child Benefit records and DWP benefits records.				
April 2013- June 2013	Sample frame development in conjunction with DWP and sample checking				
July- August 2013	Sampling commences				
September 2013 – December 2013	Undertake baseline interviews with cohorts one, two and three				
Year 2: 2014					
January 2014 - March 2014	Undertake baseline interviews with cohort four. Undertake age three interview with Cohort one.				
February 2014 – March 2014					Finalise sample and recruit child minders
April 2014					Fieldwork with childminders
April 2014 - August 2014	Undertake baseline interviews with cohort five. Undertake age three interview with Cohort two.	Finalise sample and recruit childminders			
April 2014 – April 2016		Group/centre based settings fieldwork – visits to sampled settings			
September 2014 - December 2014	Undertake baseline interviews with cohort six. Undertake age three interview with cohort three.				

August 2014- March 2015		Childminder fieldwork – visits undertaken			
October 2014	Longitudinal Study of Children - interim descriptive baseline report for (cohorts C1-C3)				
Year 3: 2015					
January 2015 - March 2015	Undertake age three interview with cohort four.				
March 2015 – October 2015				Begin drawing sample and making initial contact with settings	
April 2015 – December 2015				Detailed cost data from settings visits collected	
April 2015 - May 2015	Longitudinal Study of Children - baseline report (all cohorts)	Report on childminder fieldwork	Draw sample from settings quantitativ e field work and finalise design		
April 2015 – August 2015	Undertake age three interview with cohort five. Undertake age four interview with cohorts one, two and three.				
May 2015 – June 2015		Study of early years settings quality (interim quant report)	Recruit case studies		
May 2015 – June 2015					Finalise sampling strategy and recruit respondents for SEN/D qualitative study

July 2015- November 2015			Fieldwork with settings and parents		
July 2015 – February 2016	Undertake age three interview with cohort six.				Fieldwork among case study families with children with SEN/Disabilities & settings
Year 4: 2016					
February 2016		Synthesis of quantitative setting quality data and qualitative findings			
March 2016				VFM (interim report)	
April 2016					Report on qualitative study of children with SEN/D
April –August 2016	Undertake age four interview with cohorts four, five and six.				
July 2016	Report on longitudinal Study of Children (analysis all cohorts at age 3)				
Year 5: 2017					
January – April 2017	NPD EYFS data available for cohorts one, two and three.				
May 2017	Report on Longitudinal study of Children (analysis of all cohorts prior to entry to reception)				
Year 6: 2018					
January – March 2018	NPD EYFS data available for entire sample, including cohorts four, five and six. NPD phonics data available for cohorts one, two and three.				
October 2018	(9) Longitudinal study of children (overview/analysis of all components to date + EYFS profiles)				
Year 7: 2019					

January – March 2019	NPD Phonics data available for entire sample, including cohorts four, five and six. NPD KS1 data available for cohorts one, two and three.				
Year 8: 2020					
January – March 2020	NPD KS1 available for entire sample, including cohorts four, five and six.				
October 2020	Final report (synthesis of all components + Phonics/KS1 analysis, and final CBA)			Value for money analysis	

A more detailed timetable of the main tasks for 2014 is provided below. The Contractor shall work up detailed timetables for future years of the evaluation in consultation with the Department as the evaluation progresses.

2014 Timetable	
Date	Task
January 2014	<ul style="list-style-type: none"> • Pilot wave 2 survey (C1) • Fieldwork for wave 1 cohort 4 begins (C1) • Childminders topic guide developed (C5)
February 2014	<ul style="list-style-type: none"> • Sign off wave 2 survey CAPI program (C1)
March 2014	<ul style="list-style-type: none"> • Fieldwork for wave 1 cohort 4 ends (C1) • Brief interviewers for wave 2 survey (C1) • Fieldwork for wave 2 cohort 1 begins (C1)
April 2014	<ul style="list-style-type: none"> • Fieldwork for wave 1 cohort 5 begins (C1) • Fieldwork for wave 2 cohort 1 ends (C1) • Check early wave 2 data (C1) • Begin coding wave 2 data (C1) • Fieldwork for wave 2 cohort 2 begins (C1) • Sign off recruitment materials for settings (C2) • Sample settings stage 1 (C2)
May 2014	<ul style="list-style-type: none"> • Setting visits begin (C2) • Childminders recruitment underway (C5) • Childminders fieldwork begins (C5)
June 2014	<ul style="list-style-type: none"> • Fieldwork for wave 1 cohort 5 ends (C1) • Fieldwork for wave 2 cohort 2 ends (C1)
July 2014	<ul style="list-style-type: none"> • Sign off interim wave 1 report outline (C1) • Sign off supplementary questionnaire for setting visits (C2) • Sample settings stage 2 (C2) • Childminders fieldwork ends (C5) • Childminders report submitted (C5)
August 2014	<ul style="list-style-type: none"> • Interim wave 1 report submitted (C1) • Childminders sample finalised (C2) • Childminder observations fieldwork begins (C2)

September 2014	<ul style="list-style-type: none">• Advisory group meeting• Fieldwork for wave 1 cohort 6 begins (C1)• Fieldwork for wave 2 cohort 3 begins (C1)• Sample settings stage 3 (C2)
October 2014	<ul style="list-style-type: none">• Fieldwork for wave 1 cohort 5 ends (C6)• Fieldwork for wave 2 cohort 3 ends (C1)
November 2014	<ul style="list-style-type: none">• Finalise materials for provider SDQ questionnaires (C1)
December 2014	<ul style="list-style-type: none">• Dispatch materials for provider SDQ questionnaires (C1)• Sample settings stage 4 (C2)

SCHEDULE 2 AMENDMENTS

Eligible expenditure

- 1.1 The Department shall reimburse the Contractor for expenditure incurred for the purpose of the Project, provided that:
- The expenditure falls within the heading and limits in the Table below; and
 - The expenditure is incurred, and claims are made, in accordance with this Contract.
- 1.2 Funding for this project has been approved to and including the 2014-15 financial year. Funding for milestone payments following the 2014-15 financial year are subject to review. Payments listed below after the 2014-15 financial year are therefore subject to change, and the project is subject to early termination in the event that the approval of the required funding is withdrawn.

Table

Key to Components of the Evaluation:

- Component 1 – Longitudinal Study of Children
- Component 2 – Study of Early Years Settings
- Component 3 – Intensive Case Studies of Good Practice in Early Years Settings
- Component 4 – Value for Money Study
- Component 5 – Qualitative Studies of Children with SEN/D and Childminders.

Project Milestone	Payment Amount	Payment Date
2012/13 Financial Years		
• Sample design and questionnaire design underway for Component 1.		31 st March 2013
TOTAL	180,213	
2013/14 Financial Year		
• Sample drawn for Component 1. • Pilot questionnaire completed for Component 1. • Pilot fieldwork completed for Component 1.		31 st July 2013
• Component 1: Baseline interviews underway (Cohorts C1, C2, C3). • Component 5: Scope and sample design agreed.		31 st December 2013
• Component 1: W2 pilot completed. • Component 1: baseline C4 interviews completed, and W2 C1 interviews completed. • Component 5: Sample drawn and childminders recruited. • Component 2: scope agreed.		31 st March 2014
• Additional project management time to resolve sampling issues		31 st March 2014
TOTAL	1,078,216	
2014/15 Financial Year		

<ul style="list-style-type: none"> Component 5: Childminder interviews completed. Component 1: baseline C4 interviews completed, and W2 C2 interviews completed. Component 2: Visits underway. Component 5: Draft report on study of childminders for 		30 th June 2014
<ul style="list-style-type: none"> Component 1: short draft report on baseline data for 2 year old cohorts C1-C3. 		29 th August 2014
<ul style="list-style-type: none"> Component 1: baseline C6 interviews completed, and W2 C3 interviews completed. 		31 st December 2014
<ul style="list-style-type: none"> Component 1: W2 C4 interviews completed. Component 1: W3 pilot completed. Component 4: VfM sample drawn and contact with settings underway 		31 st March 2015
<ul style="list-style-type: none"> Component 2: Childminder quality observations completed 		31 st March 2015
TOTAL	1,414,598	
2015/16 Financial Year		
<ul style="list-style-type: none"> Component 3: Sample of settings drawn and design agreed. Component 1: Draft report on baseline data for all cohorts (C1-C6) submitted. 		29 th May 2015
<ul style="list-style-type: none"> Component 1 – W2 C5 interviews completed, and W3 C1-C3 completed. Component 2 - Interim setting quality report (based on 2 year old settings). 		30 th July 2015
<ul style="list-style-type: none"> Component 4 – continuation of cost data collection. Component 3 - case studies recruited. Component 5 - Sample design finalised and recruitment underway for SEN/D study. 		30 th September 2015
<ul style="list-style-type: none"> Component 1 – W2 C6 interviews completed. Component 3 - fieldwork with settings and parents underway. Component 5 - case study fieldwork underway. 		31 st December 2015
<ul style="list-style-type: none"> Component 4: Interim report on costs submitted. Component 5: SEN/D fieldwork with families and settings underway. Component 3: fieldwork with settings and parents completed. Component 3: report on case studies of good practice. 		31 st March 2016
TOTAL	1,225,289	
2016/17 Financial Year		
<ul style="list-style-type: none"> Component 2: setting quality visits completed Component 2: synthesis report based on setting quality visits and findings from component 3. Component 1: W3 C4-C6 interviews completed. Component 5: Report on Study of Children with SEN/D. Component 1: interim report on analysis of aged 3 survey data (W2 survey). 		31 st July 2016
TOTAL	503,298	
2017/18 Financial Years		
<ul style="list-style-type: none"> Components 1 and 4: On-going analysis. Component 1: interim report on cohorts C1-C6 prior to 		31 st July 2017

entry to reception.		
• Components 1 and 4: On-going analysis.		31 st March 2018
TOTAL	198,648	
2018/19 Financial Years		
• Component 1: interim report on C1-C6 with analysis of EYFS data and synthesis of all components to date		30 th September 2018
• Component 4: on-going analysis.		
• Components 1 and 4: On-going analysis.		31 st March 2019
TOTAL	219,527	
2019/2020 Financial Years		
• On-going analysis and reporting.		30 th September 2019
• On-going analysis and reporting.		31 st March 2020
TOTAL	216,886	
2020/21 Financial Years		
Final report drafted.		30 th September 2020
TOTAL	57,788	
EVALUATION TOTAL excluding VAT	£ 5,094,463	

All NatCen's costs are quoted exclusive of VAT. Since NatCen is a registered charity whose activities are not-for-profit, under the VAT (Education) Order 1994 we are classed as an 'eligible' body. VAT will be charged at the prevailing standard rate at the date of invoice for all non-exempt services and for services supplied to non-eligible bodies.

NatCen reserves the right to add VAT to its charges in respect of any services in the event VAT is determined to be chargeable.

Expenditure for the financial year 2012-2013 shall not exceed **£180,213** exclusive of VAT.

Expenditure for the financial year 2013-2014 shall not exceed **£1,078,216** exclusive of VAT.

Expenditure for the financial year 2014-2015 shall not exceed **£1,414,598** exclusive of VAT.

Expenditure for the financial year 2015-2016 shall not exceed **£1,225,189** exclusive of VAT.

Expenditure for the financial year 2016-2017 shall not exceed **£503,298** exclusive of VAT.

Expenditure for the financial year 2017-2018 shall not exceed **£198,648** exclusive of VAT.

Expenditure for the financial year 2018-2019 shall not exceed **£219,527** exclusive of VAT.

Expenditure for the financial year 2019-2020 shall not exceed **£216,886** exclusive of VAT.

Expenditure for the financial year 2020-2021 shall not exceed **£57,788** exclusive of VAT.

Total Project expenditure including VAT charged to NatCen by subcontractor shall not exceed **£5,116,857**.

All other provisions of the contract shall remain amended.

This Variation 1 is hereby agreed

Authorised to sign for an on behalf of the Secretary of State for Education

Signature

Name in CAPITALS

Position and Address

Date

Authorised to sign for and on behalf of the Contractor

Signature

Name in CAPITALS

Position and Address

Date