

# Business Management Information Systems



A complete package to help you streamline the running of your childcare setting, making your business...

**Healthy**

**Compliant**

**Successful**



Business Management  
Services & Systems



# Business Management Information Systems

## Ever wondered how you are going to streamline the administration of your childcare setting?

The Playworks One management information system is the answer - an all in one solution that will handle administration, payments, keep important information safe, and give you the answers you need to run your childcare setting easily and successfully.

Use the Playworks One system to establish and run your childcare setting with the minimum of fuss and effort.

This web-based system is easy to use, stores information securely, and covers all the key aspects to enable you to run your childcare setting smoothly. Which leaves you free to concentrate on the welfare of the children and parents.

Designed to work via any internet connection, the Playworks One system has no software to pay for, download or install. Once set up, you and your team can log in from anywhere to update and access information, when required you can print off forms, registers and reports to help you run and develop your childcare setting.

## Business management:

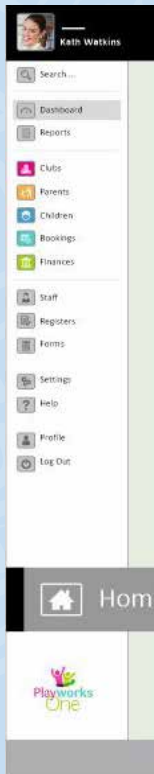
Create and manage childcare settings, with a helpful dashboard, monitor pricing, attendance, and potential additional sales. The system can manage childcare settings for children of all ages, giving you the information you need, when you need it.

## Parent accounts:

Set up accounts containing all relevant personal information. You can invite parents to personally access, check and update their accounts - ensuring it is right, and saving you valuable time and making sure everyone is safe and legal.

## Children:

Secure account information held about each child, including parental contact details, dietary and medical needs and permissions for collection. A traffic light system alerts the childcare setting manager to those children with particular special needs - so nothing important gets missed.



# Rely on our software to help you in six key areas...

The screenshot displays the PlayworksOne software interface. At the top, a navigation bar includes a date and time stamp, a welcome message, and a sign-in section with buttons for 'Staff' and 'Parents'. Below this is a 'Home Page' section with five colorful icons representing different areas: Clubs, Parents, Children, Bookings, and Finances. A 'Welcome to <PlayworksOne>' message is followed by a 'Latest News' section with three news items, each featuring a small image and a paragraph of placeholder text. To the right of the news is a calendar for the month of May 2011, showing the 18th as a Friday. Below the calendar are three buttons: 'CLUB AVAILABILITY', 'FINANCIAL INFORMATION', and 'CHECK BOOKINGS'. At the bottom of the page, there is a copyright notice and a footer with the PlayworksOne logo.

Saturday 12th August 2011 | 17:05pm | WELCOME BACK KATH | [parent@playworksone.com](#)

Sign in: [Staff](#) [Parents](#)

Home Page

Clubs Parents Children Bookings Finances

Welcome to <PlayworksOne>

Latest News

It is very important that we have up to date details for you in case of an emergency. Please check all your details are correct before confirming any bookings. If you do not have a work / mobile telephone number, please enter "none". Please add in the comments box a record of any specific information you wish us to be aware of. For example: soon after patterns, family conflict, etc.

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## Bookings:

A simple interface allows parents to book and pay online, with an intuitive admin system that provides attendance information. This is fast and easy for parents to use, enabling them to book their childcare sessions. A smart calendar adjusts for bank holidays and closure days.

## Finances:

See at a glance how your business is faring, create invoices and statements, allow parents to pay online by card or voucher. Check on the progress of your childcare settings so you can react quickly to low attendance.

## Registers:

The system provides club administrators with daily and weekly registers and sign-in sheets, providing attendance tracking. All the information is digitally secure, for absolute peace of mind, with child welfare at its heart. In situations where different adults are collecting children, the system advises childcare settings managers.

## Business Management Services & Systems

# How Playworks One can help you manage your childcare settings...

## Stats at a glance:

A dashboard allows you to take a quick, overall look at the most important statistics to do with your childcare settings. At a glance, see how your childcare setting is performing - from most popular sessions, to a breakdown of attendance. Real time information means you can act quickly to ensure attendance is maintained.



The profile page for Simon Thomas contains the following information:

- Basic Information:**
  - Full Name: Simon Thomas
  - Gender: Male
  - Birth Date: April 12, 2012
  - Age: 7:0 - 8:0
  - Age Group: 7:0 - 8:0
  - Age Range: 7:0 - 8:0
  - Age Range: 7:0 - 8:0
  - Age Range: 7:0 - 8:0
- Contact Information:**
  - Primary Contact: Simon Thomas
  - Phone: 01234 567890
  - Mobile: 07700 123456
  - Home: 01234 567890
  - Mobile: 07700 123456
- Emergency Contact Information:**
  - Name: Dr. Smith
  - Phone: 01234 567890
  - Mobile: 07700 123456
  - Address: 123 Main St, London, UK
- Permissions:**
  - View: [X]
  - Edit: [X]
  - Delete: [X]
  - Print: [X]
  - Export: [X]
  - Import: [X]
  - Settings: [X]

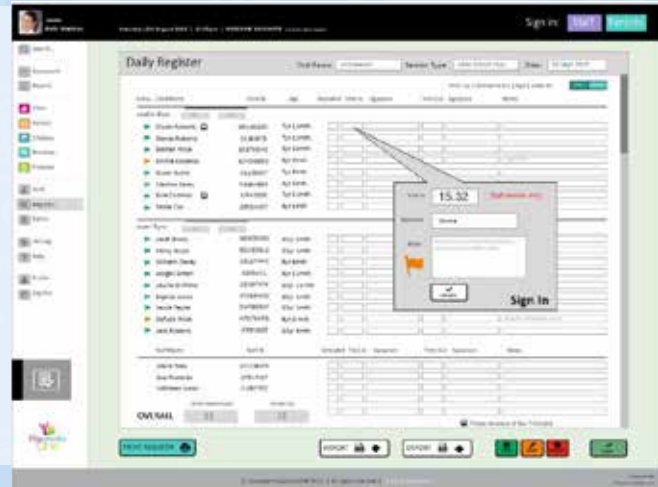
## Know your children:

Our software lets you store vital safety information, ensuring everyone knows what they need to. Food intolerances, medical issues, and vital parental contact information is stored in the database, instantly accessible to those with approval. It's the ultimate support to help you ensure the safety of children in your care.



### Attendance simplified:

The system gives you a register listing staff, and children booked in for each session, cross-referenced against online bookings and payments. Suddenly, your team's workload at the childcare setting is dramatically simplified - and the safety of children attending is reinforced.



### Staffing support:

Vital personnel records are stored in individual personnel files. Check and ensure that each team member's training and validation is kept up to date - without the need to look through paper files.

Designed to help you develop a successful business...

## Healthy

### Remove the HR headache

With the Playworks One software package, all your personnel records are held in one, secure place. You can see all the critical information you need, at a glance:

- Staff attendance and rotas
- Training requirements
- Up to date status of accreditations and registrations
- The status of staff payments, tax and National Insurance deductions
- Vital contact information, in case of sickness or unexpected absence

## Compliant

### Keeping everything safe and legal

Anyone running a childcare setting needs to ensure they, and all their team, have the appropriate registrations and accreditations. Local authorities are entitled to request compliance information at any time - and with the Playworks One system, it is held centrally and can be supplied immediately, with minimum effort.

The software requires users to log all relevant training sessions and accreditations, flagging up in advance where any updates are periodically required, covering issues such as:

- Registration with Care and Social Services Inspectorate Wales (CSSIW)
- Paediatric First Aid training
- Level 2 Food Safety accreditation
- Level 1, 2 and 3 in Safe Guarding
- Vital contact information, in case of sickness or unexpected absence

## Successful

### Information at your fingertips

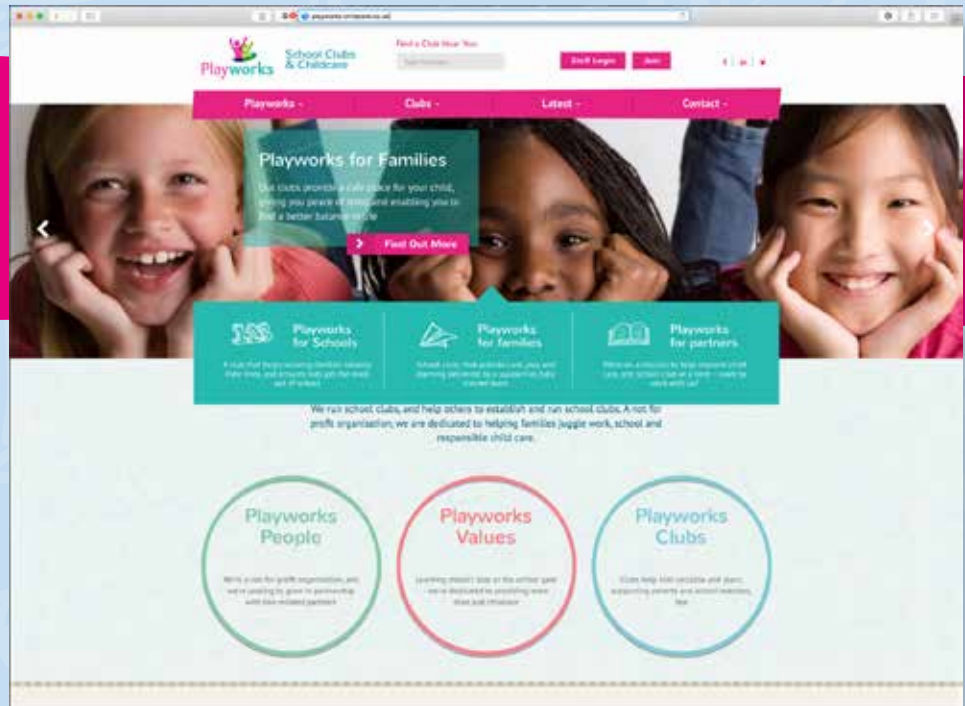
Do away with paperwork, and be sure you can find any piece of important information you need, right away - a significant timesaver.

Thanks to the online design of the Playworks One system, the information it contains is easily available. Log in at work, at home, even from your smartphone, any time you need to check on any part of your business.

Users have secure access to those parts of the system that are relevant to their job role, with all information held on secure servers, for absolute peace of mind. Everything you need to run your childcare setting is held in one place, saving you hours of administration time.

## Childcare setting identity, marketing and websites...

**The Playworks One service can also help you to develop a clear identity, communicate with your customers and grow your business...**



Promoting your childcare setting online is a vital part of its success. A professional website will help ensure you can market your club effectively, acting as a live online brochure to explain what you are able to offer parents.

With Playworks One, we've saved you a whole lot of time and expense, by delivering a website that promotes your business can be provided as part of the package. Designed using templates that meet the specific needs of your childcare setting.

There's no need to worry about hiring web designers, the work has already been done for you.

You can choose from...

- A simple home page which you can update which will provide access to your on-line systems.
- A website with multiple pages that operates as your central marketing area with news updates, gallery areas etc, all designed to deepen relationships with your customers.

## Business Management Services & Systems

# Playworks One software makes life simple - you can:

- Manage all aspects of a childcare setting, in one place
- Keep track of pricing, discounts and other sales opportunities
- Retain parent and children details accurately and in an easily accessible format
- Take and manage bookings online
- Take online payments, and track your financial position
- Keep staff records in one place and up to date
- \* Be assured that all your data is held securely

## What Next?

To really understand how the Playworks One software package will transform your childcare business, you need to experience it.

Call us now on 02920 864 780 to arrange a demonstration.

[www.playworksone.co.uk](http://www.playworksone.co.uk)

We would love to tell you more.

02920 864 780

[enquiries@playworksone.co.uk](mailto:enquiries@playworksone.co.uk)