

## CCC Binder Contents

- CCC A 02 Pupil Exclusions from Schools - information for parents and carers**  
Information to help parents or carers understand what it means for a child to be excluded from school and what their rights are.
- CCC A 03 Parental Leave**  
Explains what it is, who can take it, how long it is, etc.
- CCC A 04 Starting School in Cheshire 2009-10: How to apply for primary school places**  
Covers the application process; nursery provision; Children's Centres; lists primary schools, head teachers, telephone and fax numbers; church aided and foundation schools.
- CCC A 05 Transferring to Secondary School 2009-10. How to apply for school places**  
Covers the application process; general information; school specialism, feeder/partner primary schools for community high schools; secondary schools catchment areas, lists secondary schools in Cheshire; church aided and foundation schools admission arrangements.
- CCC A 06 Maternity and Paternity Leave**  
Explains your rights with regard to Maternity Leave and Paternity Leave.
- CCC A 07 Cheshire's Family Information Service**  
Brief introduction to the family Information Service.
- CCC A 08 Nursery Education Grant**  
Information on free sessions of Pre- School Learning for three and four year olds.
- CCC A 09 Tax Credits**  
Information on Child Tax Credit and Working Tax Credit, and how to apply for them.
- CCC A 10 Choosing Childcare and Childcare Options**  
Advice and options for registered and approved childcare. Includes Childminders, Pre-school / playgroups, Day Nurseries, Nannies, Children's Centres, Out of School Clubs and Parent and Toddler groups.
- CCC A 11 Childcare Vouchers**  
Explanation of childcare vouchers; how the scheme works; benefits for parents, employers and childcare providers; phone number and web address for further information.
- CCC A 12 Essential Facts About Private Fostering**  
Information and advice for professionals.
- CCC A 13 Library Services for Visually Impaired People**  
Leaflet explaining what services and stock libraries can provide for people with visual impairments.
- CCC A 14 Flexible Working**  
Explains what flexible working is and how you can request it.
- CCC A 15 'One Call' Service Supporting Older People**  
Fact sheet explaining how the new 'One Call' service to the elderly and their carers from Social Services operates.
- CCC A 16 Registered and Informal Childcare**  
Explains the different types of childcare - Registered, Voluntary Registered and informal care
- CCC A 16a Interviewing a Childcare Provider**  
Guidance on choosing your childcare provider.
- CCC A 17 We Can Help Your Business Bloom**  
Examples of the types of enquiries that the Business Information Service (BIS) can deal with.

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- CCC A 18 Education Library Service**  
Gives details of the types of material available and the services offered.
- CCC A 19 Education in the Early Years; A Guide for Parents and Carers of Children Under 5 Who Have Additional Needs**  
A guide to sources of information and support for pre school providers of education.
- CCC A 20 Welcome To Cheshire and Chester Archives and Local Studies**  
Explains what the Record Office does and what can be found there.
- CCC A 21 Interested in Local History or Family History?**  
Services offered by the Cheshire Record Office.
- CCC A 22 Ageing Well in Cheshire Maintaining Health and Independence**  
Information and advice for older people.
- CCC A 23 Civil Ceremonies in Cheshire**  
Provides practical advice and information on how to arrange a marriage ceremony.
- CCC A 26 Naming Ceremonies. How to Arrange a Ceremony**  
Includes information on fees, charges and venues. Also has addresses of other organisations offering naming ceremonies.
- CCC A 27 What to Do in the Event of a Death**  
Advice on who can register the death, where it can be registered and what information will be required by the Registrar.
- CCC A 28 Family Information Service**  
Explains what the FIS does.
- CCC A 30 Say 'I Do...' Again; Renewal of Marriage Vows**  
How to arrange a ceremony. Includes information on fees, charges and venues.
- CCC A 31 Are We Sitting Safely?**  
Details of the 'Fit Safe: Sit Safe' scheme where members of the public can obtain free advice and a car seat check at certain garages throughout the county.
- CCC A 32 Your Contract with Your Childcare Provider**  
Guidance on contracts.
- CCC B 34 Cheshire Community Services What We Do and How to Contact Us**  
Cheshire Adult Social Care Services provide help and support to all age ranges and for people with different needs.
- CCC B 35 Getting Things Right Tell us What You Think**  
Explains the complaints procedure and includes a complaints form.
- CCC B 36 Social Care Records**  
Explains Cheshire County Council's Access to Records procedure for its Social Services work.
- CCC B 38 There Can Be No Secrets. What to Do If You Think a Vulnerable Adult Is Being Abused**  
Information on different types of abuse and how to get help.
- CCC B 39 Who Gets Help from Cheshire Social Services for Children And Families?**  
Information for families
- CCC B 40 Access to Birth Records for Adopted Adults**  
Information and advice for anyone living in Cheshire who is adopted.

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- CCC B 41**     **You Can Do This – Fostering and Adoption**  
Details on fostering and adopting children.
- CCC B 42**     **Adoption Support in Cheshire**  
Children's Services Fact file. The Council's provision of services to support those touched by adoption.
- CCC B 43**     **What Is A Councillor and Why Are They Important To Me?**  
Leaflet explaining to children in foster and residential care why talking to their Councillors about children in care is important, and how things can be improved by doing so.
- CCC B 44**     **Are Social Services Doing Things Right? Tell Us What You Think**  
Leaflet explains how to make a complaint, a comment or a compliment about Social Services.
- CCC B 45**     **Supporting People in Cheshire – Helping Older People to Live Independently**  
Leaflet in large print explaining what the 'Supporting People' programme is all about and how it relates specifically to older people.
- CCC B 46**     **Supporting People and Cheshire**  
Leaflet explaining the new Government programme 'Supporting People' which is designed to support vulnerable people in society who wish to live independently.
- CCC B 47**     **Does Your Child Have a Job?**  
Information for parents regarding employment of children.
- CCC B 47a**    **Employment of Children and Young People**  
Guidelines for employers.
- CCC B 52**     **Cheshire Carers Charter**  
Produced as part of the Strategy for Carers in Cheshire.
- CCC B 53**     **Carers. People Who Look After Others**  
Fact sheet tells carers about the assistance and support they can obtain from Cheshire Community Services.
- CCC B 54**     **A Guide to Children's Services for Children, Young People and Their Families**  
Information on Family Support Services, services for disabled children and accommodation away from home, child protection.
- CCC B 55**     **Is Someone Else's Child Living With You?**  
Essential facts about private fostering.