



CHILDREN'S TV SKILLS FUND

Developing a world-class
UK workforce for children's TV

What is the Children's TV Skills Fund?

The Children's TV Skills Fund was created in 2015 following the introduction of UK tax relief for children's live-action TV. In return for the tax credit the industry agreed that those utilising the tax credit would contribute to a skills fund managed by ScreenSkills.

The key purpose of the fund is to fund skills activity to develop freelancers and talent working at all levels in children's TV, in order to advance their careers as well as bring new entrants into the industry. This activity aims to increase and upskill the children's TV workforce in the UK.

Productions pay 0.5% of the production budget spent in the UK, and the contribution is capped at £47,000* per production. Since 2015, ScreenSkills has collected and invested over £1.4 million in skills activity for the children's TV industry.

The earlier that children's TV productions commit to contributing to the Skills Fund the more opportunities they could benefit from. Contributing does not have to coincide with your application for tax credit.

More than 120 productions have contributed so far, including *Hank Zipster*, *Officially Amazing*, *Ice Stars*, *The Worst Witch*, *Joe All Alone*, *Horrible Histories*, *Art Ninja*, *Teacup Travels*, *Apple Tree House*, *Do You Know?*, *Hetty Feather*, *Gory Games*, *Operation Ouch!*, *Millie Inbetween*, *Treasure Champs*, *Deadly Dinosaurs*, *Gym Stars*, *The Secret Life of Boys*, *Top Class*, *Malory Towers*, *Our School*, *The Dumping Ground*, *So Awkward*, *Restaurant Dream Team*, *Something Special*, *The Baby Club*, *Get Even* and several from the *My Life* strand.

* the cap rises each April in line with CPI



The Worst Witch ©
BBC CPL & ZDF Enterprises 2018

Children's TV council

Decisions on how the funds are spent are made by the Children's TV Council, which is made up of industry leaders in the sector. These include broadcasters as well as key figures from production, who use their direct industry experience to determine the most effective use of funds as well as utilising up-to-date research on industry skills gaps.

The council members are:

- Richard Bradley, Lion TV (co-chair)
- Val Ames, production consultant (co-chair)
- Gavin Haplin, Paper Owl
- Gwen Hughes, Zodiac Kids
- Gill Biddle, BFI Young Audiences Content Fund
- Helen Soden, Twenty Twenty
- Louise Bucknole, VIMN Kids
- Lynne Marriott, BBC Children's in-house productions
- Mike Watts, Novel Entertainment
- Rachel Drummond-Hay, Drummer TV
- Raymond Lau, Green Dragon Media
- Sally Carroll, BBC Children's preschool, drama and animation
- Simon Tomkins, ITV
- Sioned Geraint, S4C
- Terri Langan, Hello Halo Kids
- Wincie Knight, Nickelodeon

How can we help you?

We offer access to a range of skills support and funding for training:

- For production companies to help develop their workforces
- For individuals to begin, grow or advance their careers in children's TV

Training and support programmes are delivered both in-house and externally by industry-recognised training providers.

The following pages outline the current programmes available in 2022/23.

Make a Move

Funding is available to enable those production companies which contribute to the Children's TV Skills Fund to provide in-house training for individuals identified by them as ready to move up into a more senior role.

The aim is that by the end of the training the individual will already be in, or able to apply for, their next job at the next grade up. Applications can be submitted to support training needed for an active production or for the skills development of your staff/business.

Examples include researcher to AP, production co-ordinator to production manager, director to series director, or a 2nd AD taking the step up to 1st AD.

The scheme covers all departments on a production:

- Individuals on Make a Move are not trainees, but part of a scheme to encourage and promote professional development
- Those put forward for the scheme need to be a professional who is deemed ready to move up to their next career grade
- They can be a completely new person to the team and department, or an individual that has already worked with the team on a previous production

How much funding is available?

Fund-contributing productions can apply for up to £10,000 per production.

Funding can be used to support one or more people on the production across any department/s.

Please contact [Sarah Joyce](#) or visit [the website](#) for more details.

What can be funded?

The funding is flexible and can be used to cover:

- Salaries
- Travel and accommodation expenses
- Mentoring
- Shadowing
- Attending short courses

What can't be funded?

- We are unable to fund retrospective claims. Apply in good time to allow us to process the associated paperwork.
- We are unable to fund individuals who are already working within the grade they are about to move up to, unless there is a robust case that the 'moving up' will mean they are working differently.
- Individuals can only participate in Make a Move after being put forward by their employer.



Trainee Finder

Trainee Finder is an entry-level placement scheme which places trainees primarily on high-end TV and children's TV drama productions. Placements on unscripted productions in children's TV are also possible. Trainees will become part of an industry-recognised group of alumni.

Since its launch, Trainee Finder has placed trainees on numerous children's TV drama productions across the UK, including *The Worst Witch*, *Joe All Alone*, *Katy*, *Millie Inbetween*, *Creeped Out*, *The A List*, *Horrible Histories*, *Class Dismissed*, *So Awkward*, *The Dumping Ground*, *Andy and the Band*, *Hetty Feather*, *Mimi on a Mission*, *the Secret Life of Boys*, *Dodger*, *Jamie Johnson*, *Heartstopper*, and *Silverpoint*.

We currently have around 200 trainees from across the UK who are available to work on Skills Fund-contributing productions within the following grades:

- accounts
- art department
- camera
- costume
- edit
- floor runner
- hair and make-up
- locations
- sound



Step Up To The Plate © BBC Children Television Ltd

Each of the trainees has been interviewed by an industry professional working in the chosen department, and has taken part in an induction course before their placements begin.

Every trainee will also take part in the Trainee Finder pastoral care programme, which will include valuable additional training including health and safety on set, supporting a carbon neutral production and finance for freelancers.

How much funding is available?

- We will support three trainees per production from the listed departments* up to a total of 36 weeks
- We prefer productions to take three trainees and offer each a 12- week placement, however, do let us know if you require more flexibility i.e., two trainees for 24 weeks
- The Children's TV Skills Fund will contribute £250 per week towards each trainee's salary
- This means there is a maximum grant of £9,000 available for trainees through Trainee Finder
- Trainees are engaged by the production on a fixed-term contract and paid via payroll with all the usual deductions
- Whilst on production, the trainee must be supported by a supervisor within the department
- All trainees complete a training plan for the duration of their time on a production
- **We ask that productions release trainees for training days**

* No subsidy for grades outside these departments is available. If we are unable to offer a trainee from the pool due to them being on other placements, we are happy to discuss potential new trainees who could join the scheme, subject to interview.

How to apply

- Please contact us to talk about your requirements – number of trainees, departments, placement start and end dates, location of production
- Please ensure you have confirmed your contribution to the skills fund by submitting the online form.
- We will send you details of available trainees for you to contact and select who you would like on your production

Bursaries

- The Children's TV Skills Fund is offering bursaries to professionals, at all stages of their career, who would like to attend training to develop their skills and increase career opportunities within children's TV.
- Individuals can apply for the cost of training as well as other related costs such as travel, accommodation, care, and disability access costs.
- For further details visit screenskills.com/bursaries.



Get the Knowledge

Get The Knowledge - the detail of working with under 18s:

- All television professionals must know the best practice and important legislation governing working on set or in studio with under 18s.
- Alison Cresswell and Grand Scheme Media present a one-hour walkthrough of the essentials including regional differences in licensing, working with chaperones, and managing the emotional needs of children.
- The course is relevant for those working in both scripted and unscripted genres and assumes no prior knowledge.

Get The Knowledge - the detail of working with under 18s:

- This 90-min course will help all crew and teams better understand the realities of working with children on unscripted and scripted TV productions.
- It takes you deeper into the practicalities of working with children, child protection, and dealing with post-care.
- Through an examination of real-life experiences with guest speakers, you will learn how children are cared for on children's TV productions and on major drama shows.
- This session is recommended if you understand the basics of working with children but want to know more about current best practice and regulations.



Job specific training programmes 2022/23

- **Line producer:** a step up training with placements. There are several £10,000 grants available for productions offering a placement to those who took part in the programme. Please contact Sarah if you are interested in offering a placement.
- **Dream Big!:** a new entrant diversity focused training programme which includes a 3-month industry placement. In the first iteration job roles were offered as a trainee researcher, edit assistant or production secretary.
- A second iteration of the programme is due to open for applications early next year. Please get in touch if you are interested in offering a placement for this second iteration - these will be part-funded by the Skills Fund.
- **Production accountant transfer training:** dates to be confirmed. Please contact Sarah if you are interested in offering a placement on your production.

Online training

- **Leadership and Management:** 3.5hr training session covering crewing up, unconscious bias and inclusion, leadership and managing performance, bullying and harassment, team dynamics and getting the best from different personalities, Equality Act, discrimination, and dismissal.
- This training has been mandated by Sky for all its commissions.
- **Deaf awareness for productions:** this course will give you the confidence to not only create a more inclusive work environment for your staff, but also have a greater understanding of the needs of deaf talent and contributors in productions.
- The session is run by a native British Sign Language user who is deaf and provides a safe environment to ask all the questions you may have been too afraid to. You will have a better awareness of some of the challenges deaf people experience when trying to communicate with hearing people, and you will be able to think of things you can do to make your production more inclusive.

- **Disability awareness for hirers:** if you are looking to increase your knowledge and expertise we will provide tailored information, expertise, and practical advice as well as post-workshop support for participants.
- The course covers: attracting disabled talent - getting your outreach right, understanding reasonable adjustments and how to make them, how Access to Work helps disabled employees, language and how to get it right.
- It will include interactive elements where you will be split into smaller groups to work in break out rooms.
- **Mental health awareness for HODs:** the session will increase the awareness and understanding around mental health and will help managers to recognise the signs and offer support to people suffering from mental distress in the workplace and in the community.

“The quality of your experience and insight was great. It was really useful and interesting. It has inspired me and given me more confidence and motivation”.

- Nicole Joseph, a freelancer from Bradford -

“I found the course extremely useful. It offers practical advice for working with Children on productions as well as insights into the childrens content marketplace. The tutors Mark and Alison are extremely knowledgeable and delivered the information in an engaging way. I would highly recommend this course.”

- Jenny Williams, producer and company manager at Pirate Productions, Glasgow -



Other opportunities

We offer a range of free e-learning modules offering in a range of areas:

- [Inclusive hiring for the screen industries](#)
- [Coronavirus basic awareness on production training](#): online learning module which addresses issues now facing TV and film production and sets out how to reduce the risk of spreading the virus on set.
- [Work Well series](#) comprising: tackling harassment and bullying; addressing unconscious bias; and mental health awareness at work

You can also find out more about the benefits of mentoring and sign up to the ScreenSkills mentoring programme [here](#). We also offer resources and support to companies interested in setting up their own mentoring programmes.

Visit the [ScreenSkills opportunities directory](#) to see the full range of training courses and events.

The [resources directory](#) houses over 250 job profiles, information for new entrants, schools and careers advisors including career maps, lesson plans and accredited academic courses.

It also houses details about the production safety passport, links to partner organisations including regional screen agencies, and a





Horrible Histories © Lon TV

What people say about us

"Without ScreenSkills I don't believe I would have had the consistent work experiences I have had. It's been through meeting people on placements that I've received other jobs."

- Vicki Mohan, Trainee Finder, production buyer trainee -

"Make a Move has enabled us to retain and accelerate the progression of production talent who without the training grant we would have been at risk of losing. One of our trainees came to us on work placement three years ago whilst still at uni and it is down to Make a Move that we still have her working with us today as a shooting AP."

- Rachel Drummond, Drummer TV -

"Trainee Finder has given me the confidence to take the first steps in changing my career into one that I am passionate about".

- Jennifer Harris, Trainee Finder, production office runner trainee -



Contact

To keep up to date with our opportunities or to apply for funding, please get in touch.

For Trainee Finder, contact:

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or Joanna.booth@screenskills.com

For information about all other programmes contact:

sarah.joyce@screenskills.com or call her at 07966 428 615

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