

News Bulletin - South Dublin Childcare Committee

W/ending 8th December 2019



South Dublin CCC - Weekly News Bulletin

Welcome to this week's News Bulletin.

We are here to support you, please call 01 457 0122 or email info@southdublinchildcare.ie

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Training & Workshops

1. [Compliance Workshop](#)

2. Bully Proof Kids- Facilitated by Stella O'Malley



Key Dates 2019/20

Below are some important dates to remember as we finish up November and head into December 2019 including **closing dates** in red and **introduction dates** in green.

	Dates	Events
Introductory Date	Friday 6 th December	➤ Payments for Amended 2018/19 ECCE registrations will be issued
Introductory Date	Tuesday 10 th December	➤ Bullyproof Workshop – Stella O'Malley– Louis Fitzgerald Hotel
Closing Date	Midnight Thursday 12 th December	➤ Part A documents to be submitted to Tusla for re-registration (see below)
Introductory Date	Thursday 12 th December	➤ Compliance Workshop in Louis Fitzgerald Hotel
Introductory Date	Friday 20 th December	➤ 1 st CCSP “Saver” Window opens
Closing Date	Monday 13 th January	➤ CCSP “Saver” Window Closing
Closing Date	Friday 14 th February	➤ TEC Registrations will close permanently



National Childcare Scheme – Attendance Returns

The National Childcare Scheme was launched on Wednesday, 20th November and many of you will now be submitting returns on a weekly basis. Below are some useful reminders regarding returns:

Returns must be submitted on a weekly basis for all children attending your service who are registered for the National Childcare Scheme.

Returns for the previous week will become available for submission on the Early Years Hive each Sunday at 23.30 and need to be successfully submitted by the following Wednesday at 23.30 in order for payments to reach your registered bank account by the following Friday.

Any returns submitted outside of this timeframe will subsequently be processed the following week as a result.

Please see the [Returns quick guide](#) on the Early Years Hive for assistance on how to submit a return.

Two new attendance tracker tools have also been added to the [Programme Information](#) section of the Early Years Hive; a 5-day version and a 7-day version. It is not a requirement for service providers to use these tools, however, you may find them helpful for keeping accurate attendance records for the children attending your service.

If you need any further clarification, please contact your local CCC or the Early Years Provider Centre on 01 511 7222 / eypc@pobal.ie.



NCS – Parental Agreement Template

Pobal have produced a template which may be handy for service providers to use for their parents for the National Childcare Scheme. They also give some guidance in drafting up your Parental Agreement. We have attached the template with guidelines to this email.



NCS – Attendance Trackers

The [attendance trackers](#) are now up on the Hive too, under compliance. It is not a requirement to use them, but you might find them helpful.



CCSP Savers' Windows

We've had a number of calls this week from providers querying whether changes can be made to approved CCSP registrations. Changes **CAN** be made to approved CCSP registrations however this must be done during the "Saver" windows. The next window is **20th Dec 2019 to 13th January 2020**. We have attached a FAQ's on this for your information.



CCSP – Guide for Service Providers who move or change legal status

Please see below, process which needs to be followed if a service who has a CCSP contract moves, changes legal status etc.

- The service provider needs to start the on boarding process on the Hive, and the DCYA reference number will be assigned once all the tasks are completed.
- The organisation information will then synch over to PIP, where the readiness tasks will need to be completed.
- The PAU should email pi documents@pobal.ie advising us that they need a CCSP contract set up.
- Service provider activates the contract.
- Service provider submits leavers on for the registrations in the old service.
- Service provider registers the children in the new service at the next available savers management window.



Tusla Re-registration

Did your childcare service register with Tusla under the SDF in June 2016?

Early Years Only
Service

Combined Early Years and
School Aged Childcare

You are required to complete the re-registration application process

The re-registration process is completed through the Tusla web portal. In order to be registered on January 1st 2020 providers must submit an application for re-registration by midnight on December 12th 2019. If a provider does not submit their application by midnight on December 12th there can be no assurance that the application will be assessed by 31st December. In such cases the service is likely to be removed from the register on 1st January 2020 and will become ineligible for DCYA funding from that date.

If you require assistance with your registration application please do not hesitate to contact our team for support. Please be advised the South Dublin County Childcare Committee team cannot offer guidance on planning and fire certificate requirements for individual services.

- **We have attached an updated FAQ's sheet from Tusla which may be of help to you!**
- **Also attached a guide to using the Tusla Portal**

Tusla Re-registration – Part A Documents to be submitted by Midnight 12th December

All services due to re-register by the end of this year should have received a letter from the DCYA regarding the re-registration process. Tusla have revised the time-line for the submission of documents. By midnight on Thursday 12th December you **MUST** have submitted the following Part A documents:

- Garda/Police vetting for the proposed registered provider AND person in charge if those are two different people
- Garda/Police vetting for the second person where required – childminders/single person operators only
- Two references for the proposed registered provider
- CRO (Companies Registration Office) certificate or registration number for childcare services operated by companies.
- Proof of identity of the proposed registered provider
- Certificate of insurance or written confirmation of insurance cover
- Statement of purpose or function
- Safety statement – not required by childminders or single person operators
- Signed declaration

If you have the additional supporting document, you can submit those too, otherwise you have until 30 June 2020 to submit the Part B documentation (see DCYA letter).

These submissions can ONLY be made through the Tusla portal.



Minister Zappone announces pilot initiative of arts bursaries for early years services

We will update you further as soon as we receive more information on how to apply

Published: 27 November 2019

From: [Department of Children and Youth Affairs](#)

- **pilot initiative will be delivered through four arts and cultural organisations working with Early Learning and Care and School Age Childcare services**
- **this investment in arts and culture is a pilot initiative of the Department of Children and Youth Affairs (DCYA) under Creative Ireland, in collaboration with the Arts Council.**

The Minister for Children and Youth Affairs, Dr Katherine Zappone, is delighted to announce a number of arts bursaries that will be delivered through four arts and cultural organisations working with Early Learning and Care and School Age Childcare services.

The projects, which were chosen through a competitive tendering process, are:

- **ReCreate** will provide free access to their arts and crafts supplies service for 175 School Age Childcare Services across the country

- **The Ark Cultural Centre** for Children will provide three, two month long, artist in residencies in Early Learning and Care services
- **Graffiti Theatre** will connect artists with 9 settings for children under 3 years old
- **Children’s Books Ireland** will engage with 50 Early Learning and Care services, providing them with books and resources to encourage reading and play

Announcing the bursaries at an Early Years Forum today, Minister Zappone said:

“Through this pilot programme of bursaries, a number of Early Learning and Care and School-Age Childcare settings will be able to access age-appropriate arts and cultural experiences for the children they serve. The process itself, and the experience of the services and of the children, will be evaluated and the learning will be shared. I look forward to hearing about their experiences.”

Training & Workshops



Compliance Workshop

Due to overwhelming demand we have added a 2nd Compliance Workshop

Venue	The Louis Fitzgerald Hotel, Naas Road
Time	4:00pm - 6:00pm
Date	Thursday 12th December 2019

This workshop will offer guidance and information to early year's educators regarding Pobal compliance visits; About what is required & how to prepare for an inspection by discussing the requirements for each individual programme.

This programme will provide you with a good understanding of the inspection process and how to organise & prepare the necessary information to ensure the visit is carried out in a timely manner.

Please complete the attached Booking Form as soon as possible as we expect this workshop to book out very fast. You can email the Booking form to training@southdublinchildcare.ie



“Bully-Proof” Kids by Stella O’Malley

Venue	The Louis Fitzgerald Hotel, Naas Road
Time	7:00pm - 9:00pm
Date	Tuesday 10 rd December 2019

South Dublin County Childcare Committee are delighted to invite providers & staff of our afterschool services to “Bully Proof Kids” facilitated by Stella O’Malley. Stella is a psychotherapist, bestselling author, and public speaker. Much of Stella’s counselling and writing focuses on mental health and the importance of well-being. The session will aim to provide attendees with practical information & strategies to manage bullying within settings or indeed involving children who attend their settings in the hopes of “breaking the cycle”. The session will also look at the factors that contribute to bullying : the environment; the personalities of those involved; and the often-overlooked role of bystanders.

This session is specifically aimed at services which cater to afterschool children and places will be prioritised on this basis. The session will run from 7-9pm with hot food being provided from 6:30pm for people rushing in from services.

If you would like to attend the session, please complete the attached booking form and return it to training@southdublinchildcare.ie.

