

# STATUTORY INSTRUMENTS.

S.I. No. 494 of 2024

\_\_\_\_\_

CHILD CARE ACT 1991 (EARLY YEARS SERVICES) (CHILDMINDING SERVICES) REGULATIONS 2024

#### S.I. No. 494 of 2024

# CHILD CARE ACT 1991 (EARLY YEARS SERVICES) (CHILDMINDING SERVICES) REGULATIONS 2024

#### ARRANGEMENT OF REGULATIONS

#### Part 1

#### Preliminary and General

#### Regulation

- 1. Title and commencement
- 2. Interpretation
- 3. Prescribed early years service
- 4. Fees

#### Part 2

#### Registration and Register

- 5. Registration of childminding service
- 6. Register
- 7. Certificate of registration
- 8. Application to vary terms of registration

#### Part 3

#### The Childminder

- 9. Training
- 10. Assessment of suitability

#### Part 4

#### The Childminding Service

- 11. Health, safety, welfare and development of child
- 12. Maximum numbers of children
- 13. The home
- 14. Supervision
- 15. Emergency cover
- 16. The Childminding Service Handbook
- 17. Food and drink

#### 18. Insurance

#### Part 5

#### Information and Records

- 19. Record of the child
- 20. Record in relation to the childminding service
- 21. Partnership with parents

#### Part 6

## Notification and Complaints

- 22. Notification of incidents
- 23. Complaints

#### Part 7

#### Inspection and Enforcement

- 24. Furnishing of information to Agency
- 25. Inspection
- 26. Enforcement and execution

#### SCHEDULE 1

Application form for registration of childminding service

#### SCHEDULE 2

Application form and declaration for renewal of registration of a childminding service

#### SCHEDULE 3

Application to vary terms of registration

#### **SCHEDULE 4**

Declaration of suitability

#### SCHEDULE 5

Fire safety declaration

#### S.I. No. 494 of 2024

# CHILD CARE ACT 1991 (EARLY YEARS SERVICES) (CHILDMINDING SERVICES) REGULATIONS 2024

I, RODERIC O'GORMAN, Minister for Children, Equality, Disability, Integration and Youth, in the exercise of the powers conferred on me by section 58B (inserted by section 92 of the Child and Family Agency Act 2013 (No. 40 of 2013) and amended by section 5 of the Child Care (Amendment) Act 2024 (No. 19 of 2024)) of the Child Care Act 1991 (No.17 of 1991), after consultation with the Minister for Education and the Minister for Housing, Local Government and Heritage, hereby make the following Regulations:

#### Part 1

#### Preliminary and General

#### Title and commencement

- 1. (1) These Regulations may be cited as the Child Care Act 1991 (Early Years Services) (Childminding Services) Regulations 2024.
- (2) These Regulations (other than Regulation 5(5)(a)(ii) and Regulation 5(6)(a)(ii)) shall come into operation on 30 September 2024.
- (3) Regulation 5(5)(a)(ii) and Regulation 5(6)(a)(ii) shall come into operation on 1 February 2025.

#### Interpretation

- 2. In these Regulations—
- "Act" means the Child Care Act 1991 (No. 17 of 1991);
- "Act of 2012" means the National Vetting Bureau (Children and Vulnerable Persons) Act 2012 (No. 47 of 2012);
- "Certificate of Registration" means a certificate issued by the Agency to a childminder setting out the details of the childminding service registration;
- "childminder" means a registered provider of a childminding service;
- "the home" means the premises in which the childminding service is provided;
- "registered medical practitioner" has the same meaning as it has in the Medical Practitioners Act 2007;
- "Renewal of Registration" means the application process applying to a childminder who has reached the end of their registration period and wishes to remain on the register as set out in section 58D(10) of the Act.

#### Prescribed early years service

3. A childminding service shall be a prescribed early years service for the purposes of Part VIIA of the Act.

#### Fees

- 4. (1) Subject to this Regulation, the fee of €40 is prescribed for the purposes of section 58D(3) as the fee to accompany an application under section 58D(2) (the "application fee") in respect of a childminding service.
- (2) An amount equal to the application fee payable in respect of a childminding service is prescribed, subject to paragraph (3), for the purposes of section 58B(2)(d) as the fee payable annually by the childminding service towards the maintenance of the register including the cost of inspections under Part VIIA (the "annual fee").
- (3) No annual fee shall be payable by a childminder in the year in which the childminder makes an application for registration in respect of the childminding service.
- (4) The Agency shall, on an annual basis, notify the childminder of the annual fee to be paid to it in respect of the childminding service and such fee shall be payable on or before 30 June of the year concerned.

#### Part 2

#### Registration and Register

#### Registration of childminding service

- 5. (1) A person who proposes to provide or operates a childminding service must be aged 18 years or over.
- (2) The form set out in Schedule 1 is prescribed for the purposes of section 58D(3) for childminding services other than for childminders seeking to apply for renewal of registration.
- (3) The form set out in Schedule 2 is prescribed for the purposes of section 58D(3) for childminders to apply for renewal of registration. Such childminders must have previously supplied, at registration or renewal of registration, all supporting documentation or evidence required to fulfil the requirements of the registration process as set out in Schedule 1.
- (4) A person who proposes to provide a childminding service shall make an application under section 58D(2) in respect of the childminding service at least 3 months before the person proposes to provide a registered childminding service.
- (5) A person making an application under section 58D(2) in accordance with paragraph (2) shall submit with the form set out in Schedule 1—

- (a) a copy of the vetting disclosure received from the National Vetting Bureau of An Garda Síochána in accordance with the Act of 2012 in respect of:
  - (i) the person who proposes to provide the childminding service,
  - (ii) all persons age 16 years and over who normally reside in the home during the hours of operation of the proposed childminding service, and
  - (iii) any person who is proposed to provide emergency cover as set out in Regulation 15,
- (b) in so far as is practicable, where a person specified in clause (i), (ii), or (iii) of paragraph (a) has lived in a state other than the State for a period of longer than 6 consecutive months, vetting information in respect of the person obtained from the police authorities in that state,
- (c) 2 references in writing in respect of the person who proposes to provide the childminding service, including one from their most recent employer, if any, or from a parent of a child who currently attends or previously attended their childminding service, if any, or from another appropriate person,
- (d) a completed declaration of suitability, as set out at Schedule 4,
- (e) such documentation as demonstrates that the person making the application has valid and appropriate insurance cover for the childminding service,
- (f) a completed fire safety declaration, as set out in Schedule 5, and
- (g) evidence of training as prescribed in Regulation 9(1).
- (6) A person making an application under section 58D(2) in accordance with paragraph (3) shall enclose with the form set out in Schedule 2:
  - (a) a copy of the vetting disclosure received from the National Vetting Bureau of An Garda Síochána in accordance with the Act of 2012 in respect of:
    - (i) the childminder,
    - (ii) all persons age 16 years and older who normally reside in the home during the hours of operation of the childminding service, and
    - (iii) any person who is proposed to provide emergency cover as set out in Regulation 15,
  - (b) such documentation as demonstrates that the person making the application has valid and appropriate insurance cover for the childminding service, and
  - (c) a completed declaration of suitability, as set out in Schedule 4.

- (7) Where an application is made pursuant to section 58D by the childminder or by a person who proposes to provide a childminding service ("the applicant"), the Agency, prior to deciding whether to register the applicant concerned pursuant to subsection (5) of that section:
  - (a) shall assess the information provided by the applicant,
  - (b) may assess any information previously provided by the applicant in relation to the childminding service or any information or documents held by the Agency in relation to the childminding service including information or documents obtained during inspection,
  - (c) may assess any information held by the Agency in relation to the applicant,
  - (d) shall visit the home where the childminding service is being, or is proposed to be, provided, as the case may be, and
  - (e) shall assess the suitability of the applicant.

#### Register

- 6. (1) The register shall be available for inspection by members of the public by means of the internet.
- (2) The following details, in addition to those specified in section 58C(2), are prescribed for the purposes of that section as to be contained in the register:
  - (a) the name, if any, of the childminding service;
  - (b) the date from which the registration of the childminding service takes effect (if different from the date of registration);
  - (c) any condition attached to registration;
  - (d) the age range of the children cared for by the childminder.

#### Certificate of registration

- 7. (1) A childminder shall be furnished with a certificate of registration for the childminding service by the Agency.
- (2) The Agency shall ensure that a certificate of registration is issued to the childminder as soon as is practicable following any change to the details of registration on the register including:
  - (a) following registration or renewal of registration of the childminding service,
  - (b) following completion of a change in circumstance as prescribed in Regulation 8,
  - (c) following attachment or removal of one or more conditions of registration under sections 58D(5) and (8) of the Act, or
  - (d) where the Agency has become aware that any particular entered in the register is incorrect in line with 58D(7).

- (3) A certificate of registration shall include all details in relation to the childminding service as contained in the register.
- (4) A childminder shall ensure that a copy of the most recent certificate of registration for a childminding service is shared with all parents of children who attend the childminding service, and that a copy is available for review by any parents who intend to use the childminding service.
- (5) A childminder shall ensure that the original of the most recent certificate of registration is available for inspection by parents or by the Agency.
- (6) A childminder shall not alter or amend the particulars detailed on the certificate of registration.

#### Application to vary terms of registration

- 8. (1) A childminder shall make an application to the Agency in writing of any proposed changes to the information of the childminding service that are contained in the register, at least 60 days before it is proposed that the change would take effect.
- (2) A childminder shall make an application to the Agency in writing for any new person proposing to provide emergency cover relating to Regulation 15 at least 30 days before it is proposed that the change would take effect.
- (3) A childminder shall not implement any changes applied for under paragraphs (1) or (2) without approval from the Agency.
- (4) The form set out in Schedule 3 is prescribed for the purposes of an application under paragraphs (1) or (2).
- (5) Where an emergency cover person ceases to provide emergency cover, the childminder shall, not later than 28 days after the cessation of the emergency cover, give notice in writing to the Agency of the cessation.
- (6) A childminder who ceases to carry on the childminding service shall, not later than 28 days after the cessation of the childminding service, give notice in writing to the Agency of the cessation.

#### Part 3

#### The Childminder

#### **Training**

- 9. (1) A person who proposes to provide a childminding service must:
  - (a) complete childminder-specific pre-registration training as deemed appropriate by the Minister,
  - (b) have training in first aid as deemed appropriate by the Minister, and
  - (c) complete child safeguarding training as deemed appropriate by the Minister.

(2) A childminder must complete a Quality Development Programme as deemed appropriate by the Minister, within the timeframe specified by the Minister.

#### Assessment of suitability

- 10. (1) A childminder or a person who proposes to provide a childminding service, must provide a completed declaration of suitability, as set out in Schedule 4, when making an application under section 58D(2).
- (2) In determining the suitability of a childminder or a person who proposes to provide a childminding service, the Agency:
  - (a) shall assess the information provided under paragraph (1) by the person applying,
  - (b) shall assess all information provided under Regulation 5,
  - (c) may engage with, and if necessary interview, the person applying in order to further assess suitability,
  - (d) may assess any information previously provided in relation to the childminding service or any information or documents held by the Agency in relation to the childminding service including information or documents obtained during inspection, and
  - (e) may assess any information held by the Agency in relation to the applicant.

#### Part 4

#### The Childminding Service

#### Health, safety, welfare and development of child

- 11. (1) A childminder shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of children attending the childminding service and that the environment of the childminding service is safe.
- (2) A childminder shall ensure that all reasonable measures are taken to facilitate the well-being, learning and development of children attending the childminding service, taking into account the home and family context in which the childminding service operates.
- (3) A childminder shall operate in line with all the written policies, procedures, statements and documents set out in the Childminding Service Handbook under Regulation 16.

#### Maximum numbers of children

- 12. (1) Subject to paragraph (2), a childminder shall ensure that:
  - (a) there are no more than 6 children in the care of the childminder at any given time, and

- (b) subject to paragraph (3), there are no more than 2 children under the age of 15 months in the care of the childminder at any given time.
- (2) Where the Agency decides, having regard to the composition of the childminding service, including but not limited to the space available, access to outdoor space and the profile of the children in attendance, that the maximum number set out under paragraph (1) may not be accommodated safely within the home, it may set the maximum number of children a childminder can care for within the childminding service at a number lower than that set out in paragraph (1).
- (3) Notwithstanding paragraph (1)(b), subject to the approval of the Agency, there may be more than 2 children under the age of 15 months in the care of the childminder at any given time where all such children are siblings of each other.
- (4) Notwithstanding paragraph (1), a childminder's own children will be considered by the Agency when setting maximum numbers when:
  - (a) they are present in the home under the care of the childminder for a period of time during the operation of the childminding service, and
  - (b) they are under the age of 10 years.

#### The home

- 13. (1) A childminder shall ensure that the home is:
  - (a) safe and secure,
  - (b) kept adequately lit, heated and ventilated,
  - (c) cleaned, maintained and repaired, as required,
  - (d) equipped with adequate and suitable sanitary facilities for the maximum number of children at any given time, and
  - (e) appropriate for the purpose of carrying on a childminding service.
- (2) A childminder shall ensure that children attending the childminding service have access to age appropriate toys and materials to facilitate play and development.
- (3) A childminder shall ensure that children attending the childminding service have access to a safe space for outdoor play on a daily basis, whether in the home or in another easily accessible location.
- (4) A childminder shall ensure that children attending the childminding service rest and sleep in a place that is safe and suitable.
- (5) A childminder shall ensure that a suitably equipped first aid box for children is available for use for the children attending the childminding service at all times.

#### Supervision

- 14. (1) A childminder shall have the sole responsibility for the supervision of children attending the childminding service which may or may not include supervision by sight as appropriate.
- (2) A childminder shall ensure that children attending the childminding service are not in the company of a person who does not normally reside in the home ("a visitor") without supervision by sight of the childminder.

#### Emergency cover

- 15. (1) To assist the childminder in the event of an emergency, a childminder shall ensure that one or more persons, aged 18 years or over, familiar with the operation of the childminding service are, at all times, within close distance of the childminding service and available to attend the childminding service.
- (2) A childminder must submit to the Agency a vetting disclosure, as set out in Regulation 5, for any person proposed to provide emergency cover under paragraph (1).

#### The Childminding Service Handbook

- 16. (1) A childminder shall ensure that the written policies, procedures, statements and documents, as deemed appropriate by the Minister, are in place for the childminding service in the Childminding Service Handbook.
- (2) A childminder shall ensure that the contents of the Childminding Service Handbook are reviewed as required.

#### Food and drink

17. A childminder shall ensure that adequate and suitable food and drink, which is nutritious and varied, is available for each child attending the childminding service.

#### Insurance

18. A childminder shall ensure that the childminding service is adequately insured.

#### Part 5

#### Information and Records

#### Record of the child

- 19. (1) A childminder shall ensure that a record in writing is kept in respect of each child attending the childminding service containing the following particulars:
  - (a) the name and date of birth of the child;
  - (b) the date on which the child first attended the childminding service;
  - (c) the date on which the child ceased to attend the childminding service:
  - (d) the name and address of a parent or guardian of the child and a telephone number where that parent or guardian or a relative or friend of the child can be contacted during the hours of operation of the childminding service;
  - (e) authorisation for the collection of the child;
  - (f) details of any illness, disability, allergy or special need of the child, together with all the information relevant to the provision of special care or attention;
  - (g) the name and telephone number of the child's registered medical practitioner;
  - (h) written parental consent for appropriate medical treatment of the child in the event of an emergency.
- (2) A record in writing referred to in paragraph (1) shall be open to inspection in the home by:
  - (a) a parent or guardian of the child but only in respect of the record relating to that child,
  - (b) any person providing emergency cover under Regulation 15, and
  - (c) an authorised person.
- (3) A childminder shall ensure that a record in writing referred to in paragraph (1) is retained for a period of 3 years from the date on which the child to whom it relates ceases to attend the childminding service.
- (4) The requirement in paragraph (3) is without prejudice to any requirement to retain the record in writing referred to in paragraph (1) under any other enactment or rule of law.

#### Record in relation to the childminding service

20. (1) A childminder shall ensure that a record in writing is kept of the following information in relation to the childminding service:

- (a) the age range of children for which the childminding service is registered;
- (b) the typical opening hours and fees;
- (c) the Childminding Service Handbook in accordance with Regulation 16;
- (d) details of attendance by each child on a daily basis;
- (e) details of any medication administered to a child attending the childminding service with signed parental consent;
- (f) details of any accident, injury or incident involving a child attending the childminding service.
- (2) A childminder shall ensure that a record referred to in subparagraph (d), (e), or (f) of paragraph (1) is retained for a period of 3 years from the date on which the child to whom it relates ceases to attend the childminding service.
- (3) A record referred to in paragraph (1) shall be open to inspection in the home, by:
  - (a) a parent or guardian of a child but only in respect of the record relating to that child,
  - (b) any person providing emergency cover under Regulation 15, and
  - (c) an authorised person.
- (4) The requirements in paragraph (2) are without prejudice to any requirement to retain the record in writing referred to in paragraph (1) under any other enactment or rule of law.

#### Partnership with parents

- 21. (1) A childminder shall ensure that a parent or guardian of a child attending the childminding service or proposing to attend the childminding service is provided with a copy of the Childminding Service Handbook.
- (2) A childminder shall ensure that a contract signed by a parent or guardian and the childminder is in place for all children attending the childminding service.

#### Part 6

# Notification and Complaints

#### Notification of incidents

22. A childminder shall notify the Agency within 3 working days of becoming aware of any of the following incidents occurring in the childminding service:

- (a) the death of a child while attending the childminding service, including the death of a child in hospital following transfer of the child to hospital from the childminding service;
- (b) the diagnosis of a child attending the childminding service, the childminder or a member of the childminder's household as suffering from an infectious disease within the meaning of the Infectious Diseases Regulations 1981 (S.I. No. 390 of 1981) as amended:
- (c) an incident that occurs in the childminding service which results in unplanned closure of the childminding service for any length of time;
- (d) a serious injury to a child while attending the childminding service that requires immediate medical treatment by a registered medical practitioner whether in a hospital or otherwise;
- (e) an incident in respect of which a child attending the childminding service goes missing from the childminding service while attending the childminding service;
- (f) an allegation of harm against a child is made against the childminder or a member of the childminder's household or a person providing emergency cover.

#### **Complaints**

- 23. (1) A childminder shall ensure that complaints are dealt with and recorded in accordance with the complaints policy of the childminding service.
  - (2) A record in writing of all complaints shall:
    - (a) include the nature of the complaint and the manner in which the complaint was dealt with, and
    - (b) be open to inspection in the home by an authorised person.
- (3) A childminder shall ensure that a record in writing of a complaint is retained for a period of 3 years from the date on which the complaint has been dealt with.
- (4) The requirement in paragraph (3) is without prejudice to any requirement to retain the record in writing under any other enactment or rule of law.

#### Part 7

# Inspection and Enforcement

# Furnishing of information to Agency

24. A childminder shall furnish the Agency with such information as the Agency may reasonably require for the purpose of enforcing and executing these Regulations and the information shall be in such form, if any, as may be specified by the Agency.

#### Inpsection

- 25. (1) The Agency shall have regard to the home and family setting of a childminding service when inspecting a childminding service.
- (2) The Agency shall, following an inspection by an authorised person of a childminding service, furnish a report in writing of the outcome of the inspection to the childminder.
- (3) Subject to paragraph (2), the Agency shall take such steps as are necessary to enforce these Regulations in relation to the childminding service concerned.

#### Enforcement and execution

26. These Regulations shall be enforced and executed by the Agency.

#### SCHEDULE 1

#### Application form for registration of a childminding service

Part VIIA of the Child Care Act 1991.

#### Information/items to be submitted with application form

- Garda vetting/Police vetting for the person who proposes to provide the childminding service, the person/s proposed to provide emergency cover, and all persons age 16 and over who normally reside in the home during the hours of operation of the proposed childminding service.
- Two references in respect of the person who proposes to provide the childminding service.
- Proof of identity of the person who proposes to provide the childminding service (copy of passport, driving licence or public services card are the only acceptable documents).
- Copy of the Certificate of Insurance or written confirmation of insurance cover.
- Evidence of qualifications or training as prescribed in Regulation 9:
  - Pre-registration training
  - · First aid training
  - Evidence of completion of the Children First E-Learning Programme
- Declaration of suitability as set out in Schedule 4.
- Fire safety declaration as set out in Schedule 5.
- Application fee due.

Please note that only fully completed application forms will be accepted.

All information must be accurate and comprehensive

# 1. Details of the Childminder and Service

(a)	Details of the chi	ldminder							
	Full name:								
	Name of the childminding service, if any:								
	Address (including Eircode) of proposed childminding service:								
	Date of birth:								
	Telephone numbe	r:							
	Email address:								
<b>(b)</b>	When do you propose to commence the childminding service?								
(c)	What is the age r	_							
0-15 months	15 months to primary school age	Primary school age	Post Primary School age	All					
(d)	What is the maxi cared for by the			sed to be					

Please provide details of the proposed typical operational

days/hours of the childminding service:

(e)

Please select: Yes/No

Day	Start time	Finish time	Do not operate	Flexible Hours Available
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				
Bank Holiday				

# 2. Details of the person(s) to provide emergency cover Full name: Address (including Eircode): Telephone number: Email address: Relevant vetting disclosure attached:

#### 3. The home

(a) Is the address of the childminding service (noted above) your principal primary residence?

Please select: Yes/No

(b) Are there any other businesses operating in your home or on the grounds of the home?

Please select: Yes/No

If yes, please give details.

(c) Who else, aged 16 years or older, is normally resident in your home during the hours of operation of the proposed childminding service?

Full name:

Date of birth:

Relationship to the childminder:

Relevant vetting disclosure attached:

Please select: Yes/No

(d) If your own children are normally resident in your home and are under the age of 10, are they under your care for a period of time during the time the childminding service is operating?

Please select: Yes/No

If yes, please state the number of children and their ages:

(e) Are there other children normally resident in your home between the age of 10 and 16?

Please select: Yes/No

If yes, please state the number of children and their ages:

#### (f) Is your home ready for a pre-registration visit?

Please select: Yes/No

If no, please state when it will be ready for a pre-registration visit:

(g) Please list all of the rooms available to the children attending the childminding service, together with their function.

Room:

Function:

(h) Will children attending your childminding service have access to a safe space for outdoor play on a daily basis?

Please select: Yes/No

If yes, please provide details;

#### 4. Declaration

I consent to the Child and Family Agency carrying out checks and using information provided in this application form when assessing my suitability to register a childminding service.

I agree to notify the Child and Family Agency of any changes to the information on this form.

I declare that I have attached all documentation required to progress my application as set out in this form, including the relevant application fee.

I declare that I have read and understand all the minimum core policy requirements and statements I have made which are required for registration as set out in Regulation 16. I will ensure that they are adhered to within my childminding service. I will have the Childminding Service Handbook available for the pre-registration assessment.

I declare that all the information I have given on the application form is true to the best of my knowledge and belief.

I understand that information provided in this form for the register may
be made publicly available. This includes the name of the childminder,
the address of the home where the childminding service is provided, the
number of children the childminder can accommodate, the date of
registration and any other details required by legislation or Regulations.

Name:			
Signature:			
Date:			

#### **SCHEDULE 2**

# Application form and declaration for renewal of registration of a childminding service

Part VIIA of the Child Care Act 1991.

This form is for use by a registered childminder who wishes to renew the registration of a childminding service. This form cannot be used by applicants making a first-time application for registration.

#### Information to be submitted with application form:

- Garda vetting/Police vetting for the childminder, the person/s
  proposed to provide emergency cover, and all persons age 16 and over
  who normally reside in the home during the hours of operation of the
  childminding service.
- Copy of the Certificate of Insurance or written confirmation of insurance cover.
- Updated evidence of qualifications or training, if required.
- Declaration of suitability as set out in Schedule 4.
- Application fee due.

#### **General Details:**

Registered Childminder Name:

Childminding Service Name (if any):

Registration Number:

#### **Standard Declaration:**

I declare that I am a childminder entered on the register of early years services as provided for in Section 58C of the Act.

I declare that I have previously supplied, at registration or renewal of registration, all supporting documentation or evidence required to fulfil the requirements of the registration process as set out in Schedule 1.

I declare that (please tick (a) or (b) or (c)):

□ (a) I have made no material alterations to my childminding service which would require a change in the details contained in the register since last registration or last renewal of registration and that the details relating to my childminding service as contained in the register are correct, or

□ (b) all changes made to my registered childminding service since las
registration or last renewal of registration have been notified to Tusla in
accordance with Regulation 8 along with relevant supporting documentation and
that such changes have been duly approved by Tusla.

□ (c) I have not yet advised Tusla of changes made to my registered childminding service since registration.

I acknowledge that Tusla may carry out any and all checks required in order to verify the information provided in this application form when assessing my suitability to renew registration of my childminding service. I acknowledge that Tusla may also assess any information previously provided by me in relation to the childminding service or any information or documents held by the Agency in relation to the childminding service including information or documents obtained during inspection.

I declare that all of the information that I have provided to Tusla in respect of

accommodated

# **Regulation 8**

# **SCHEDULE 3**

# Application to vary terms of registration

Name of Childminder / Childminding Service:	Reference number:
Address of Childminder / Childminding Service:	
Please tick (✓) column(s) in respect of which of registration  Please complete the following:	h you are applying to vary terms
Summary of reason for application to vargesistration	y terms of
Change of childminder name:	
Change of childminder address:	
Change of name of the childminding sapplicable:	service, if
Application for additional person or persons Emergency Cover	to provide
Change of maximum number of children tl	hat can be

#### **Regulation 10**

#### **SCHEDULE 4**

#### Assessment of suitability

# **Declaration of suitability**

I declare that I am the applicant and seek to be entered onto the register of early years services (childminding services) as provided for in Section 58C of the Act.

I declare that the information supplied is true and materially correct.

I declare that I am aged 18 years or older.

YES

licencing.

NO

# A. Employment

B.

Have you ever been subject to a disciplinary action taken by an employer or an organisation?

CIIIP	loyer or ar	Organisati	on.	
YE	S	NO		
•	-	provide a tion taken.	summary of what occurred, and	the
Wha	at occurred	?		
Wha	at disciplin	ary action v	was taken?	
Prof	fessional &	& Social Ca	are Service Regulation	
(i)	-		n a member of any regulated profess r jurisdiction?	sion

If yes, please provide the details of your registration or

	(ii)	-			managed a regulated social care ner jurisdiction?
		YES	NO		
		If yes, plea details	se state t	he ty	ppe of service and the registration
	(iii)	-	•		her (i) or (ii) above, have you been ns in relation to:
		• adherence	ce to the	requi	red regulations / standards, or
			conduct	•	a regulatory body in Ireland or in
		YES	NO		
		If yes, pleas	se provid	e a si	ummary of the circumstances
C.	Heal	th & Wellbe	eing		
	Are ment	you currentl	y diagno or disabi	lity tl	or affected with any physical or hat could impact on your ability to en?
		YES	NO		
		If yes, pleas	se provid	e det	ails
D.	Welf	are Service	Engager	ment	
	(e.g.	referral to C	Child or A	Adult	currently the subject of a concern protection services) in Ireland or of a child or vulnerable adult?
		YES N	NO		
	If	yes, please p	provide d	etails	3

I	declare	that	I	will	co-operate	with	and	assist	in	the	assessment	of	the
in	formatio	on pro	ovi	ded i	n this declar	ation	if rec	uired.					

I declare that I will inform the Child and Family Agency of any changes in respect of this declaration.

respect of this declaration.		
Name:		
Signature:		
Date:		

# **SCHEDULE 5**

# Fire safety declaration

# Please complete section A or section B only

Section A – Complete for $\underline{Dwelling\ Houses}$ (incl. dwellings other than apartments/flats)
1. Are smoke detectors <sup>1</sup> provided to escape routes (hallways / upper floor landings)?
Yes No No
2. Are escape routes (e.g. hallways / upper floor landings) kept clear and immediately available?
Yes No No
3. Is a fire blanket and fire extinguisher provided to kitchen cooking facilities?
Yes No No
Section B – Complete for <u>Apartments / Flats</u> Only
1. Are smoke / heat detectors <sup>1</sup> provided to all escape routes (hallways / landings), the kitchen, and any living rooms, utility rooms or bedrooms that are used in the childminding service?
Yes No No
2. Are escape routes (e.g. hallways, landings) within the apartment / flat kept clear and immediately available?  Yes \( \sum \) No \( \sum \)
3. Is a fire blanket and fire extinguisher provided to kitchen cooking facilities?
Yes No No
I declare that the information provided above is correct and I understand that this information will be used to determine my registration with Tusla. I agree to

 $<sup>^{1}</sup>$  Smoke / heat detectors must be either mains-powered with battery back-up or 10-year self-contained battery-operated detectors.

provide any further information as requested to determine the level of fire safety within my home.
Name:
Signature:
Date:



GIVEN under my Official Seal, 27 September, 2024.

# RODERIC O'GORMAN,

Minister for Children, Equality, Disability, Integration and Youth.

#### **EXPLANATORY NOTE**

(This note is not part of the Instrument and does not purport to be a legal interpretation.)

These Regulations set out the various requirements to be complied with by a person operating a childminding service, for the purpose of securing the health, safety and welfare and promoting the development of children.

BAILE ÁTHA CLIATH
ARNA FHOILSIÚ AG OIFIG AN tSOLÁTHAIR
Le ceannach díreach ó
FOILSEACHÁIN RIALTAIS,
BÓTHAR BHAILE UÍ BHEOLÁIN,
CILL MHAIGHNEANN,
BAILE ÁTHA CLIATH 8,
D08 XAO6

Teil: 046 942 3100 r-phost: publications@opw.ie

DUBLIN
PUBLISHED BY THE STATIONERY OFFICE
To be purchased from
GOVERNMENT PUBLICATIONS,
MOUNTSHANNON ROAD,
KILMAINHAM, DUBLIN 8,
D08 XAO6

Tel: 046 942 3100 E-mail: publications@opw.ie

9 781399 333597

€ 6.50