



Volume 1 issue 4

Welcome to our weekly
bulletin.

These are the deadlines,
important dates, and
announcements and new
resources for the week 29-
02nd February 2024

FCCC staff are available via phone & email (Please see below).

○ **Gina Daly, Programme Information Officer**

Ph: 087-1972084 or email gina@fingalcountychildcare.ie

○ **Mairead Tucker, Lead Development Officer Swords and Surrounding Areas**

Ph: 087 7477553 Email: mairead@fingalcountychildcare.ie

○ **Eimear Furlong, Development Officer, Balbriggan and Surrounding Areas (Currently on Maternity Leave – contact info on 01 4851727/info@fingalcountychildcare.ie)**

Ph: 087-1884191 or email eimear@fingalcountychildcare.ie

○ **Nicola McKernan, Development Officer, Dublin 15, and Surrounding Areas**

Ph: 087 6025263 or email nicola@fingalcountychildcare.ie

○ **Karen Comiskey- Development Officer (Core Funding Support Lead)**

Ph: 087 4705805 or email Karen@fingalcountychildcare.ie

○ **Aoife Ball, AIM Project Officer and Ukrainian Support contact.**

Ph: 087 3429757 Email: aoife@fingalcountychildcare.ie

○ **Sarah McKenna, Regional Childminding Development Officer (CMDO)**

Ph: 087-4485558 or email sarah@fingalcountychildcare.ie

○ **Helen Campbell, Finance & Office Manager**

Ph: 087 104 5197 or email helen@fingalcountychildcare.ie

○ **Linda Sammon, Finance Officer**

Ph: 087-7882688 or email linda@fingalcountychildcare.ie

○ **Adrienne Doyle, Operations Manager**

Ph: 087- 9217918 or email adrienne@fingalcountychildcare.ie



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FCCC Training



Fingal County Childcare Committee would like to invite you to participate in a community of professional practice. We are hoping to get like minded people to come together to share ideas, reflect on practice and build a support network. If this is something you think you would like to participate in, please register on the link below.

Link below

[https://www.eventbrite.ie/e/community-of-practice-information-session-topic-partnership-with-parents-tickets-811327230587?aff=oddtcreator.](https://www.eventbrite.ie/e/community-of-practice-information-session-topic-partnership-with-parents-tickets-811327230587?aff=oddtcreator)



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Always children first: child safeguarding awareness programme

To book a place on this training please email info@fingalcountychildcare.ie requesting a booking form.



An Roinn Leanaí, Comhionannais,
Michumais, Lánpháirtíochta agus Óige
Department of Children, Equality,
Disability, Integration and Youth

ALWAYS CHILDREN FIRST: CHILD SAFEGUARDING AWARENESS PROGRAMME



This one day accredited training course looks at what constitutes child abuse, roles and responsibilities in reporting child protection and welfare concerns, child protection policy and safe work practices

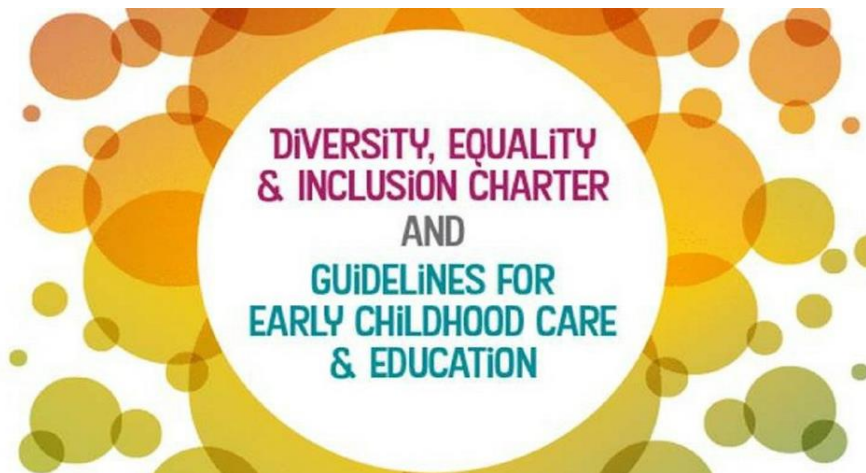
BOOKING CONDITIONS

- Training participants must complete the Tusla Elearning programme prior to attending within the last 12 months. ([click here for link](#))
- Proof of Elearning certificate emailed to FCCC prior to training
- Places initially allocated to the DLP, Deputy DLP and mandated persons
- One place per service
- Cost per person €10

Venue
Digital Office Centre
Balheary Industrial Park
Balheary Road
Swords
Co.Dublin
Eircode: K67 E5A

Tuesday 20th Feb 10-5pm

To book a place complete the attached form and return with payment to FCCC



Diversity, Inclusion and Equality Training

**Saturday 24th February 2024 9.00 to 5.00pm, Monday 26th February 4.30pm to 8.00pm and
Wednesday 28th February 4.30pm to 8.00pm**

(All sessions above must be attended by participants to successfully complete the course)

The Diversity, Equality and Inclusion Charter and Guidelines for Early Childhood Care and Education are intended to support and guide all those working in the early childhood care and education sector to explore, understand and develop inclusive practices for the benefit of all children and their families.

Topics included in this Equality & Diversity training:

- Terminology
- Stages of discrimination
- Anti-bias goals
- Legislation
- Reviewing the Early Years environment
- Challenging discrimination

About Access and Inclusion Model (AIM)

The purpose of the new Inclusion Charter is to demonstrate the sector's commitment to inclusion. Service providers are asked to sign up to the Charter by completing an inclusion policy for their setting. For reference purposes, an Inclusion Policy template is contained within the Guidelines.

To support this process, updated Diversity, Equality and Inclusion Guidelines for Early Childhood Care and Education have been produced and each childcare service should have received a copy. We are now able to offer the national training programme on the Inclusion Charter and the Guidelines.

Appendix 2 of your ECCE contract states:

AIM Level 1

The Registered Provider will engage with the CCC and participate in the Diversity, Equality and Inclusion Charter and Guidelines training. On completion of the training, the Registered Provider must sign up to a National Inclusion Charter and create their own Early Childhood Care and Education National Inclusion Policy.

For more information: www.aim.gov.ie

Three sessions are compulsory to successfully complete the training.

This 15-hour workshop delivered over 3 days (full day, two evenings) has been developed around the DEI Charter and Guidelines and is designed for providers and practitioners who are working in ELC/SAC services.

Venue	Dates	Time	Click link below to book place
Digital Office Centre, Balheary Industrial Park, Balheary Road Swords, Co Dublin Eircode: K67E5AO	Saturday 24.02.2024	9.00am - 5.00pm	https://www.eventbrite.ie/e/diversity-equality-and-inclusion-training-tickets-819945407787?aff=oddtcreator
	Monday 26.02.2024	4.30pm - 8.00pm	
	Wednesday 28.02.2024	4.30pm - 8.00pm	

Lunch and Refreshments provided.

This round of training is being offered on the dates above and attendance at all sessions is mandatory to obtain a certificate. To book a place please go to the Eventbrite Link above.



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Note from FCCC

The FCCC team will be visiting P&T groups, Libraries and Shopping centres in the Fingal area to provide information, advice and support to Parents and Childminders in relation to all areas of childcare. Keep an eye on our FB page for upcoming dates.



Parent & Toddler Group

Calling all Parent & Toddler Groups in the Fingal Area
Fingal County Childcare Committee is here for you

FCCC Provides:

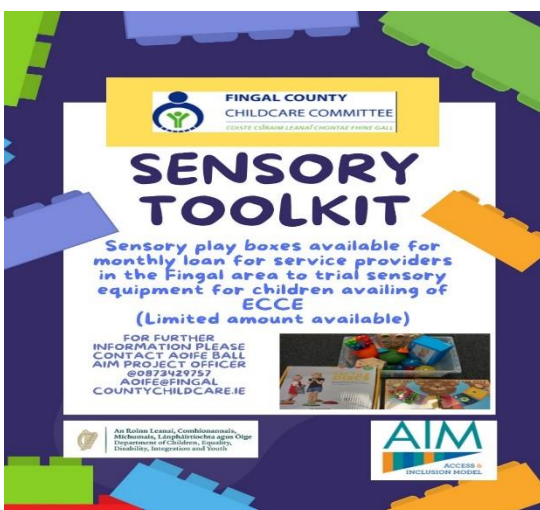
- ✓ Information
- ✓ Support & Advice
- ✓ Support to access Grants

Scan the QR code to get in touch



An Roinn Leanaí, Comhionannais, Micthumais, Lánpháirtíochta agus Oige
Department of Children, Equality, Disability, Integration and Youth

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SENSORY TOOLKIT

Sensory play boxes available for monthly loan for service providers in the Fingal area to trial sensory equipment for children availing of ECCE
(Limited amount available)

FOR FURTHER INFORMATION PLEASE CONTACT AIDIE BALL
AIM PROJECT OFFICER
00873429757
AIDIE@FINGAL.COUNTYCHILDCARE.IE



An Roinn Leanaí, Comhionannais, Micthumais, Lánpháirtíochta agus Oige
Department of Children, Equality, Disability, Integration and Youth

AIM
ACCESS IS INCLUSION PEOPLE



DEADLINES / IMPORTANT DATES:

Friday 2nd February 2024

Today Deadline for Submission of the Finance and Impact Returns (FIRs)(community services only)

Friday 22nd March 2024

Financial reporting deadline for Core Funding

For your information



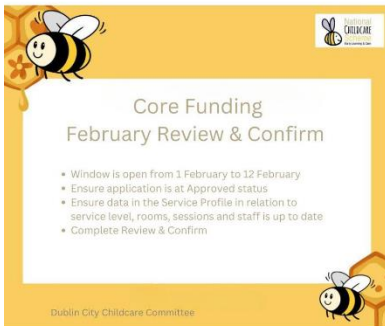
YOUR EARLY YEARS HIVE SNAPSHOT

29 January 2024

Upcoming task	Who should do it?	What do I need to do?	When do I need to do it?
National Childcare Scheme (NCS) returns	Services offering NCS 2023/24	Complete weekly attendance returns for the previous week on the Returns page	22-28 January returns due Tuesday 30 January 29 January - 4 February returns due Tuesday 6 February
Finance and Impact Returns (FIRs) for December 2023	All applicable users	Complete and submit FIRs (including info for September-December 2023, inclusive) through Pobal Online	Submission deadline is Friday 2 February at 5:00pm
Scheduled Maintenance to the Early Years Hive	All Early Years Hive users	Note that the portal will be unavailable for a short amount of time during this maintenance	Thursday 1 February at 6:00pm (lasting approximately 15 minutes) Provisionally scheduled for Thursday 8 February as well
February Core Funding Review & Confirm	Partner services that have submitted their original Core Funding Application Module on or before the 31 January 2024	1) Ensure most recent Core Funding application / application change is at 'approved' 2) Complete Review & Confirm	Review & Confirm window open 1-12 February

The tasks above are for general guidance only. You may have additional tasks outstanding. Please regularly check the announcements page and the notifications page of the Early Years Hive.

You might have missed:	Who is it relevant to?	Where can I find it?
AIM Level 1 Applications	All services with new and existing LINC graduates that have not submitted an AIM Level 1 2023 application.	Apply for the 2023/2024 programme call via the Early Years Hive, where you will also find the Applicant guidelines.
AIM Level 5 Equipment Transfer of Ownership (TOO)	All services in possession of AIM5 equipment due to be transferred.	Transfer of ownership process to open late February 2024. Consult the 'how to' guide on the Early Years Hive for help.



The February Review & Confirm window is now open and will close on Monday 12th February 2024. Prior to completing the Review & Confirm, you must ensure that all data on the Service Profile is up to date. Secondly, the Core Funding Application Module must be at status 'Approved'. If the Application Module is at a 'Referred Back' status, the issue must be rectified prior to completing the Review & Confirm. Support documents can be located on HIVE>Resources>Help & Support>Core Funding>Core Funding Application

Core Funding Reporting Requirement Year 1

The DCEDIY have agreed a transitional arrangement for financial reporting to cover year 1 and year 2 of the Core Funding scheme. Financial reporting requirements in this transitional phase have been significantly simplified and streamlined and the material now available on the Early Years Hive reflects those changes. It should be noted that the Financial Management Tool is optional. The financial reporting deadline for Core Funding is 22nd March 2024. The revised reporting requirement during the transitional phase will consist of a sector specific Income and Expenditure Report. This Income and Expenditure Report will significantly reduce the reporting requirement on partner services.

Relevant documents can be located on Hive> Resources>Programme Documents>Core Funding documents> Core Funding Reporting Requirement Year 1 (2022/23)

FCCC Core funding support

If you have any question or need support please contact: Karen Comiskey, Development Officer – Core Funding: Mobile: 0874705806 | Email: karen@fingalcountychildcare.ie

Finance and Impact Returns (FIRs)

The FIRs can be completed now and should be submitted through Pobal Online. The DCEDIY has advised the importance for all community services to continue to submit FIRs as this allows the DCEDIY and Pobal to identify and resolve problems. FIRs also act as an informative tool for future financial planning. The deadline for submission is Today Friday 2nd February 2024 at 5pm and submissions should include information relating to September to December 2023.

AIM Level 1 2023/2024 Reminder

It is still possible for services with new and existing Graduates of LINC to submit your AIM Level 1 application. As AIM Level 1 is an annual application, if you currently have a qualified LINC Graduate working in your service as an Inclusion Coordinator and have not submitted your AIM Level 1 2023 application, then we encourage you to apply for the 2023/2024 programme call. Please note: AIM level 1 funding will commence from the Monday following approval of your application. Applications must be submitted electronically via the Early Years HIVE portal. Applicant guidelines can be found [here](#). Should you have any queries in relation to the Access and Inclusion Model (AIM), please contact the Early Years Provider Centre by raising a Request on HIVE as follows:

Request Programme: AIM Level 1.

Request Type: Application.

Request Type Detail: How To.

AIM Level 5 Equipment - transfer of ownership.

The transfer of ownership process for AIM Level 5 equipment will open in late February 2024 on the Early Years Hive. The transfer of ownership of equipment from Pobal & DCEDIY to the relevant party occurs at the end of the child's participation in the ECCE programme. The completion of this process will determine the destination and the ownership of the Level 5 equipment item.

As per the AIM rules, section 7.20 "Pre-school providers and parent(s)/guardian(s) must engage with Pobal in relation to the transfer of ownership of equipment (including returning signed transfer of ownership forms, as appropriate). Equipment provided under AIM Level 5 should not be removed from the pre-school until the transfer of ownership process is completed."

A Service Provider will be deemed to be in breach of their Standard Operating Agreement with Pobal where equipment is removed from the preschool prior to approval of the transfer of ownership.

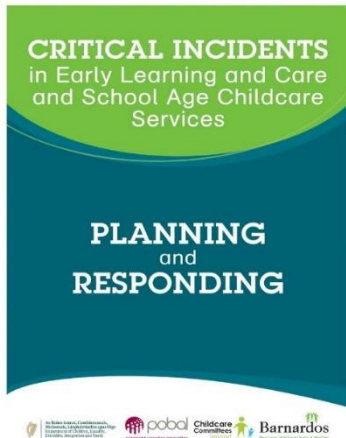
A 'How to Guide' on how to complete the Transfer of Ownership process is available to Service Providers on Hive> Help & Support> Better Start/ AIM > Level 5> Transfer of Ownership

If you require any additional information or support, please submit a request through Hive using the following categories:

- **Request Programme:** AIM Level 5
- **Request Type:** Equipment
- **Request Type Detail:** Transfer of Ownership



Critical Incidents in Early Learning and Care and School Age Childcare Services: Planning and Responding



All Early Learning and Care (ELC) and school Age Childcare (SAC) services are required to have a service level Critical Incident Plan as outlined in the Tusla Quality and Regulatory Framework (QRF) and the National Quality Guidelines for School Age Childcare Services. A guide has been developed from previous guidance on critical incidents planning, including the Critical Incident Plan Toolkit and the extensive work of the National Educational Psychological Service (NEPS), to support ELC and SAC services to think about and plan for critical incidents and to have practical supports in place should it be necessary to respond to a critical incident. Please see guidance below.



First5 Little Library

Below you will find a copy of the First5 Little Library at your Local Library eBulletin. It includes information on the supports available from the local library to ELC & SAC services as well as details on the Little Library Evaluation.

Bulletin

IN-PERSON PARENTING COURSE

One Family's 8-week in person parenting course at our office in Smithfield offers a group-based learning environment facilitated by an experienced, accredited parenting facilitator.

Positive Parenting: Stay and Play

- Date: Tuesday 20th Feb 2024
- Time: 10am-12pm for 5 weeks
- Location: 8 Coke Lane, Smithfield, Dublin 7

REGISTER NOW!

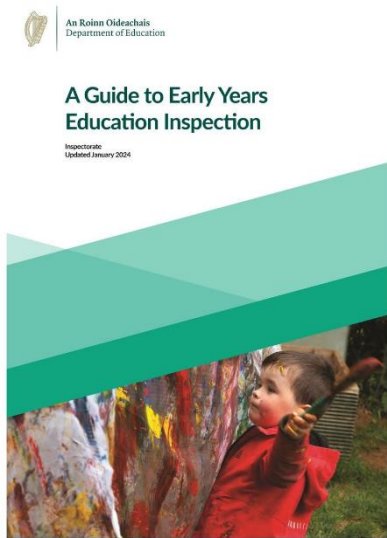
All in person courses are currently **Free**

For more information contact:
emckiernan@onefamily.ie or call 01 662 9212



One Family's Stay & Play course is for lone parents, those sharing parenting or parenting post-separation. Every week there will be a different type of play experience for parent and young child to enjoy together - including messy play, sensory play, constructive play, music, story time.

<https://onefamily.ie/courses.../parenting-in-person-courses/>



Updated January 2024 - how the Department of Education Inspectorate conducts an early years education inspection.

<https://www.gov.ie/pdf/?file=https://assets.gov.ie/233708/a923cf1c-6565-48d8-a96b-2b1330e70b14.pdf>



All LINC graduates can register for LINC's online CPD programme. You do not need to be the Inclusion Coordinator in your setting to participate.

This CPD can be included in Quality Action Plans under option 5.

● FAQs and how to apply: <https://lincprogramme.ie/cpd-for-incos>

● Online information session, 7pm tomorrow, 30 January: <https://www.eventbrite.ie/e/linc-cpd-information-session-tickets-801466577107>



First 5 Implementation Plan

The DCEDIY published the implementation plan for 'First 5', the ten-year whole of government strategy for babies, young children and their families which describes the ambitious steps that will be taken over the period 2023 to 2025 to ensure children get the best start in life.

Click on the below link for full press release.

http://westmeathchildcare.ie/wp-content/uploads/2023/11/24.11-PRESS-RELEASE_New-First-5-implementation-plan.pdf



Viral Infections: HSE Guidance for the ELC Sector

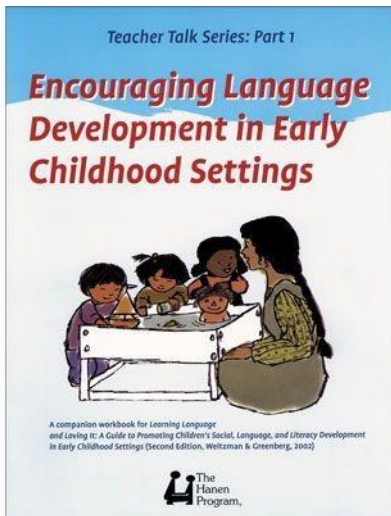
Dear provider,

We are writing to you today (17/11/23) with a memo from the HSE and supporting poster which provide advice for ELC settings on Respiratory Syncytial Virus (RSV).

Regards,

Early Years Division, DCEDIY

[Guidance](#)



Better Start's Hanen Teacher Talk training - practical, interactive strategies for early years educators to help children interact and communicate. New dates added for February and March: <https://www.betterstart.ie/.../hanen-teacher-talk.../>



Following on from the Tusla Webinar - Inspection Findings Review and Multiple Provider Overview on Monday 29th January for providers, if you didn't get the opportunity to attend, a recording is available on the Tusla website, <https://www.tusla.ie/services/preschool-services/elearning-webinars-and-resources/webinars/>

Key Information from the Inspection Findings Review:

- The new inspection findings review process will be applied to all inspections carried out **after Monday 12th February 2024**.
- The IRF (Inspection Review Findings) documents will be accessed via the Tusla website, <https://www.tusla.ie/services/preschool-services/early-years-providers/early-years-provider-resources/>
- The RP(Registered Provider) has 10 working days to submit a request for Review 1 after the draft inspection report has been issued.
- The RP has 5 working days to submit a request for Review 2 after the outcome of Review 1 has been issued.
- All requests for Review 1 & Review 2 must be submitted on the **correct form**.
- Requests for inspection findings must be sent to eyi.ifr@tusla.ie
- Non-compliant inspection findings, which are not subject to IRF, follow the standard CAPA process and timeframes.

Multiple Provider Oversight Project (MPOP)

The MPOP set out to:

1. Define a multiple provider.
2. Appoint a lead region to each multiple with four or more settings to manage the relationship with the provider and case manage inspections.
3. Develop two initial approaches: Category 1 – providers within neighbouring regions. Category 2 – providers where the geographic locations of the services are widespread.
4. Establish a MPOP steering group within the inspectorate.
5. Develop a co-ordinated approach for inspection, Inspection Findings Review, CAPAs and compliance building initiatives.
6. Engagement with Multiple Providers.

Category 1

An inspection and registration manager and a single regional team of early years inspectors carry out inspections in all services that are part of the multiple provider.

Category 2

An inspection and registration manager manages the inspections of a multiple provider. Early years inspectors from different regional areas carry out the inspection and report to the designated inspection and registration manager.

Aims of Multiple Provider Oversight Project

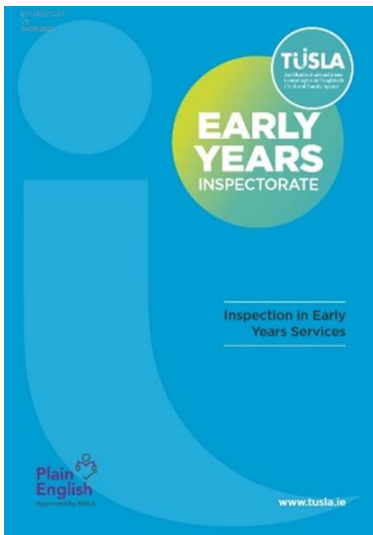
- Aligned to OECD best Practice Principles for Regulatory Policy “Inspection functions should be co-ordinated, and where needed, consolidated: less duplication and overlaps will ensure better use of public resources, minimise burden on regulated subjects and maximise effectiveness.”
- Multiple Provider only have to deal with one inspection team and Inspection and Registration Manager instead of up to 4-5.
- Improved co-ordination and improved communication. Support multiple providers to build and sustain compliance across all services.

Reminder - from January 2024, all adults in early years settings working directly with children are required to have a vetting disclosure dated within the previous 3 years (dated January 2021 or later).

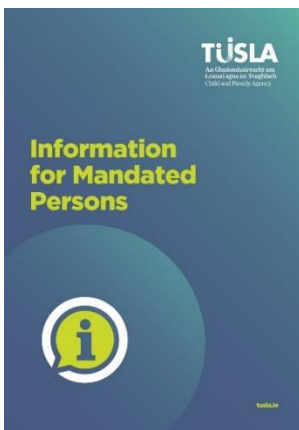
[Renewal of garda vetting](#)



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This new leaflet provides information for parents on the different types of inspections and other work carried out by Tusla and the Department of Education inspectorates. [Leaflet](#)
[Link to vetting booklet](#)



First Aid Responder (FAR) requirement

Due to recent Tusla inspections outcome we would like to remind Providers that:

- At least one person trained in first aid (FAR) is available to the children while the service is in operation.
- At least one person trained in first aid (FAR) is available to the children when on outings.
- A list of people trained in first aid (FAR) is available.
- In-date certification for each trained FAR is available.

The number of people trained in first aid for children (FAR) and available for first aid response is based on the service's risk assessments, including the size of the service and the hazards identified.



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Guidance for the Early Learning and Care sector on sleep provision for children under 24 months



Tusla has introduced a new guidance document, which sets out the revised position of Tusla's Early Years Inspectorate on sleep provision for children under 24 months in early learning and care services.

There is also a webinar available for your convenience using the following link: <https://www.tusla.ie/services/preschool-services/elearning-webinars-and-resources/webinars/>



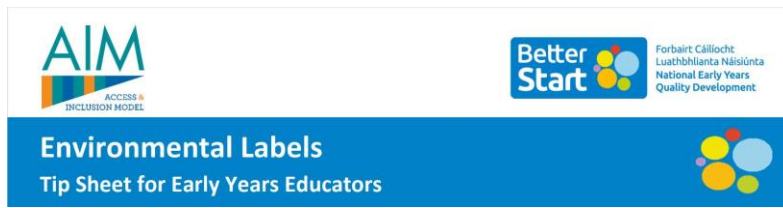
[What to do if worried about a child](#)

Dear Provider,

Please see the press release below regarding the publication today by Minister Roderic O'Gorman of the findings from an independent evaluation of the Access and Inclusion Model (AIM).

Regards,
 Early Years Division.

<https://www.gov.ie/ga/preasraitis/90564-new-report-shows-positive-impact-of-early-years-access-and-inclusion-model/>



Environmental labels are signs used to identify learning and play areas, equipment and resources in an early year setting. They support children to effectively use and learn about their preschool environment and to identify the different play and learning areas available for them to explore and play in.

See Better Start's tip sheet: [Environmental labels](#)



Betterstart is delighted to launch the new AIM information video. This video was designed to tell the story about the role of the Early Years Specialist when delivering Expert Educational Advice and Support. It provides details about how to access AIM supports as well as what can be expected from the mentoring journey. Have a look here <https://www.betterstart.ie/access-and-inclusion-model/>



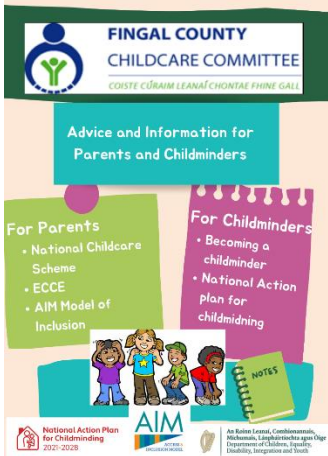
Little Book at Bedtime:

A free bedtime storybook and library card wallet is available at the library for all children of 4 years and under, to pick up and keep. This exciting initiative aims to engage all parents of young children to read stories with them at bedtime. Parents and their children can pop into their local library to pick up their free bedtime story book and join the library. Bedtime story books are available in English and Irish.

[Little Book at Bedtime press release](#)



For Childminders



[Department of Children, Equality, Disability, Integration and Youth](#) will launch a consultation on the upcoming childminding regulations in January 2024 and we want to hear from you!
Follow us on socials and visit gov.ie/childminding for more information on how you can make your voice heard

 **National Action Plan for Childminding 2021-2028**

SAVE THE DATE!

The Department of Children, Equality, Disability, Integration and Youth will launch a consultation on childminding regulations in **January 2024!**



 **National Action Plan for Childminding 2021-2028**

Soon you will be able to share your opinion on them.

Follow gov.ie/childminding and this page for more information on how to make your voice heard!

 More information : gov.ie/childminding



 **National Action Plan for Childminding 2021-2028**

These regulations have been developed together with childminders and with the home-setting in mind.

They aim to support children, families and childminders.





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Are you childminding or thinking of becoming a childminder in Fingal ?

OUR CHILDMINDING DEVELOPMENT OFFICER SARAH MCKENNA IS HERE TO PROVIDE INFORMATION AND SUPPORT ON:

- ✓ Running a childminding business
- ✓ Accessing Grants/Funding
- ✓ Information sessions
- ✓ Networking with other childminders
- ✓ Training for childminders
- ✓ National Action Plan for Childminding

CONTACT US

087 - 4485558

sarah@fingalcountychildcare.ie

Scan the QR code to join our mailing list



FCCC Jobs Board

Fingal CCC have updated their website to include an interactive Jobs Board. This Jobs Board will support early childcare providers to advertise their recruitment needs and to provide parents with the opportunity to advertise needs with the aim of linking, early years, childminders, and parents in the Fingal area. The new FCCC Jobs Board facilitates the recruitment of staff into the ELC Sector in Fingal. To advertise a job simply go to our website and click on the jobs board tab. Employers with job vacancies can post a job by clicking on the link above and fill in the required fields. The jobs posted will go live immediately and will be visible on the site for 30 days and will then be archived. **Note - you don't need to set up a log in, just complete the form and click submit.**

Service Closures

We have been asked what the process is for services, if for whatever reason, you have decided not to reopen or closed within the current programme year. The steps are as follows:

- Inform FCCC via email to info@fingalcountychildcare.ie
- Complete the Cessation of Services form for Tusla – click on the link below.
http://www.tusla.ie/uploads/content/Cessation_of_Service.pdf
- Inform Pobal & make any necessary changes to registrations on the HIVE. - **Service Closure** If an Approved Provider closes its ELC service, or ceases to provide a DCEDIY childcare programme, notice must be submitted in writing immediately to the local City/County Childcare Committee and the Data Management Team in the Scheme Administrator by raising a service request on the EY HIVE and selecting the Request Programme Type “User Account Management”, then selecting the Category “How to” and the Sub-Category “Closures. FCCC will link in with individual services once the notification has been received.

Facebook

If you are a Facebook user, or would like to set up a Facebook account, we would be most grateful if you could please ‘Like’ our Fingal County Childcare Committee Facebook page, and please feel free to ‘Share’ it too.

We will post regular updates for ELC/ SAC services and Childminders.

Our Facebook page can be found at the following link: <https://www.facebook.com/fingalcountychildcare/>

Covid Case Advice

Covid case advice *new information*

Please find below links to information from the HPSC in relation to Covid-19 and information from the HSE for ELC and SAC providers on preventing the spread of Covid-19 and children returning to ELC and SAC settings.

We would be grateful if you can share this information with parents, guardians, and staff.

<https://www.hpsc.ie/news/title-23357-en.html> (updated 11th August 2023)

<https://www2.hse.ie/conditions/covid19/preventing-the-spread/>

<https://www2.hse.ie/conditions/covid19/preventing-the-spread/child-returning-to-school-or-childcare/>

In addition, please find link below to the Management of Infectious Diseases in Childcare Facilities guidance resource.

<https://www.hpsc.ie/a-z/lifestages/childcare/File,13444,en.pdf> Management of Infectious Disease in Childcare Facilities and Other Childcare Settings (2012)

For general Covid-19 queries you can contact HSE on 1800 700 700 between 8am and 8pm Monday to Friday and 9am – 5pm Saturday and Sunday or visit the HSE website <https://www2.hse.ie/conditions/covid19/>

Should you have any queries on the above, our contact details are 01- 4851727 or info@fingalcountychildcare.ie

Kind Regards, Fingal County Childcare Committee