

# WxCCC News

Wexford County Childcare Committee

3/3/2015

Edition 1, Volume 1

## Welcome



Welcome to WxCCC's first 2015 Newsletter!

I am delighted to have taken up the post of CEO in WxCCC during the latter half of 2014.

I am very impressed with the work of WxCCC and the huge commitment of the local Early Years Services to the children and families of Wexford. I look forward to working with the Board, Staff and Early Years Practitioners to enhance what we do and achieve a greater profile and understanding of the valuable early years work within Wexford.

In this edition we reflect on our WxCCC Organisational Day with Board and Staff and we provide information on the national Tusla inspections and the Better Start Initiative. We also celebrate the success of our most recent Child Protection Basic Level Training in February and we look ahead to our upcoming Aistear Workshop in March.

*Lindsay Malone*

## Date For Your Diary



Early Years Organisation's AGM and Conference will take place on the 4<sup>th</sup> & 5<sup>th</sup> June 2015. More details in later issues



QAP (Introduction to Childminding in the home)

12<sup>th</sup>, 19<sup>th</sup>, 26<sup>th</sup> May & 2<sup>nd</sup>, 9<sup>th</sup> June. This is a free course Please contact Patricia for more details on 0539237156

The Aistear Workshop, 5<sup>th</sup> March 2015 in Whites Hotel, Wexford is now **Full**



## CHILDMINDERS



### Grant

The Childminders Development Grant (CMDG) is due to be available in 2015 and can be used to update or purchase new equipment and also to cover minor adaptation costs.

The criteria needed to apply for CMDG are:-

- a) Completion of a QAP (An Introduction to Childminding in the Home Course)
- b) Insurance to Childmind in your home.

- c) You are minding or proposing to mind 1 full time & 1 part time child

For more details on the QAP or any aspect of Childminding contact Patricia on 053 9237156

### QAP Training

The QAP training is **free of charge** and is facilitated by Patricia Brannick, WxCCC Childminding Co-ordinator, it is ran over 5 weeks and is held in the WxCCC offices at 7 Castle Hill, Enniscorthy from 7.00 to 9.00pm.

For more details contact Patricia on 0539237156 or [childminding@wexfordchildcare.ie](mailto:childminding@wexfordchildcare.ie)



### WxCCC Organisational Day

WxCCC held a reflection and planning day in the Ferrycarrig Hotel on Thursday 29<sup>th</sup> January 2015, attended by Board and staff.

A very enjoyable and productive day was had by all. The WxCCC team are looking forward to providing continuing support to the Childcare Sector in Co. Wexford in 2015.





## ECCE/CCS/TEC Updates



### ECCE

As we are sure you are all aware; when children are transferring from one ECCE service to another – the ECCE transfer form is no longer in use. The following steps must now be taken:

The service from which the child is leaving (service A) must (Step 1) ask the parent to complete the 'Child Leaving ECCE Form'. (Step 2) Service A logs onto their PIP home page and opens the relevant child's registration form. At the bottom of the form there is an option to select 'Registration Change'. Click on 'Child Leaver' and complete the relevant details. (Step 3) Print the new form which is automatically generated and ask the parent to sign this form. (this is called the leaver form) (Step 4) One copy of the leaver form can be given to the parent and one copy must be kept on Service A's files for compliance visits. The service which the child is starting in (Service B) requests the parent to complete a new ECCE registration form, Service B then logs onto PIP and enters the child as a new child, following the same steps for entering a new child onto the scheme. ***NB: the child leaving ECCE form and child registration form are both available under 'PIP Resources' on the PIP portal.*** . In order for Service B to register the child, the Parents should bring a copy of the leaver form to Service B so Service B knows the date of service A's last payment, and therefore registers the child after this date, as if dates overlap the child cannot be registered? The ECCE payment schedule is available on the DCYA website; [www.dcy.a.ie](http://www.dcy.a.ie)

As always if you have any queries regarding any of the above please contact Jillian or Eithne

### TEC

Please continue to forward your TEC requests to WxCCC. As soon as services have been given the function to enter these requests themselves; WxCCC will advise you of this.

Please continue to check your PIP page regularly to ensure that the TEC places that you requested are correct.

The payment schedule for TEC payments will soon be available – when it is available WxCCC will email all TEC services to notify of same.

### CCS

As the PIP CCS Registration window was extended to support services with more time to submit registrations, the Verification process and final Band Approval is not expected to be completed until the end of February 2015. A payment was made the week of February 6<sup>th</sup> and .....

### PIP

By now we have all familiarized ourselves with PIP and the new process for registering children on ECCE, CCS and TEC. Although there were a number of teething problems along the way and some that are still trying to be resolved, the system once up and running should make all of the information on the schemes more accessible to each service. **Tax Clearance Certificates (TCC):** it is very important that all services ensure that Pobal have an up to date Tax Clearance Certificate on file for your service. Payments will not be processed if your TCC is out of date. You can check if your TCC is in date or not by logging onto your PIP home page. In the right hand corner of the screen it will advise you when your TCC is out of date. If and when your TCC is out of date; you should forward a copy to [pipdocuments@pobal.ie](mailto:pipdocuments@pobal.ie).

# National Developments



Better Start is a new national initiative established by the Department of Children and Youth Affairs to bring an integrated national approach to developing quality in Early Years

Education and Care for children aged from birth to six years in Ireland. Check their website to find out more: [www.betterstart.ie](http://www.betterstart.ie)



## Administration of Medication in Childcare Services

We would encourage you to read the content of this flyer and pay particular attention to what the Pre-School Regulations state in relation to the administration of medication and to ensure that you have a written 'Administration of Medication' Policy and Procedure in place.

## Child Care (Pre-School Services) (No 2) Regulations 2006

Regulation 7: **Medical Assistance** states:

A person carrying on a pre-school service shall ensure that –

- a) adequate arrangements are in place to summon medical assistance promptly in an emergency, and



- b) a protocol is in place for the administration of medication.

### Administering medication

Providers must have a protocol in relation to administering medication including an anti-febrile agent i.e. temperature reducing medication. Written parental consent is required prior to administering medication. Written directions from a GP should be obtained as necessary.

Regulation 14: **Records** states:

- (1) Details of any medicine administered to a pre-school child attending the service with signed parental consent.

All Childcare Providers must have a protocol in place for the administration of medication.

Before administering any medication please refer to your protocol which is individual to each situation and each centre and must be outlined in the policies and procedures of your work place.

Tusla the Child and Family Agency have announced information on the new inspection process, Check their website for more information see [www.tusla.ie/services/family-community-support/pre-school-services/](http://www.tusla.ie/services/family-community-support/pre-school-services/)



## Child Protection Training



## Child Protection Training

Congratulations to participants who completed the Basic Level Child Protection & Welfare Training in Gorey Library on Tuesday 24<sup>th</sup> February 2015.

The next Child Protection trainings will take place on 10<sup>th</sup> & 11 March in Crossabeg Childcare Service, this training is now full. There are still places available for the 18<sup>th</sup> & 19<sup>th</sup> March in the Enniscorthy Library.

## 2014 Annual Report

For WxCCC, 2014 marked a year of great change and achievements for WxCCC.

**Our Annual Report 2014** is now available to read online and it can be found at; [www.wexfordchildcare.ie/index.php/internal-resources](http://www.wexfordchildcare.ie/index.php/internal-resources)



If you have any items you wish to be included in our newsletter or just want to give us some feedback please send your comments to;

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