



News Bulletin Spring 2014

CHILD PROTECTION AND WELFARE TRAINING 2014

The Early Years Child Protection Committee has been meeting since the summer of 2012. A plan for the childcare sector in relation to child protection was agreed between the Child Protection Committee, the DCYA and the HSE.

From **January 2014**, a new standardised child protection training course will be available to workers in the Early Years Sector. The first level of training that will be available is ***Child Protection & Welfare: Basic Level*** and it will be delivered by Catherine Callaghan & Denise Quinlan, Kerry County Childcare who have successfully completed the Training of Trainers.

Child Protection & Welfare: Basic Level is a quality assured child protection training course tailored to the needs of the sector. It will be rolled out over 3 years to workers in both services and home-based settings. Training will be available in Irish and English, *Forbairt Naíonraí Teoranta* and [Comhar Naíonraí na Gaeltachta will provide the training in Irish.](#)

The new programme has been developed in partnership with the HSE and the roll out is being co-ordinated by the National Early Years Children First Committee, an interagency committee tasked with the implementation of *Children First* in the Early Years Sector. *Children First* is Ireland's national guidance for the protection and welfare of children.

This coordinated approach to child protection training aims to provide access to a standardised training module for everyone, at minimum cost, and consistent implementation of child protection policy and procedures across the sector.

The role that Early Years workers have in the lives of children and their families means that they are uniquely placed to recognise when there are concerns about the safety, welfare or well-being of a child. Early Years workers and services also have a responsibility for safeguarding the children in their care through their policies, procedures and practice.

The 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. **All staff working in Childcare services must complete this one-day training and it must be updated every 3 years. The Preschool Inspection team will look for evidence of completion i.e certificate of attendance.**

Child Protection & Welfare: Basic Level will replace all other HSE accredited training and the 'Keeping Children Safe' Training. This course is aimed at childcare workers who are currently working in a service, childminders and boards of management. Designated Liaison Person training and an online information resource will be developed for childcare students and will be launched in 2014.

Kerry County Childcare Committee will be offering a number of workshops throughout 2014. It is our intention to offer this training to all childcare workers over the next three years however; we will be prioritising services who indicated an urgent need for their staff and board members on their completed surveys. We will contact these services first to offer places on the workshops.

If your service has not completed and returned the survey, please ensure you do it at your earliest convenience.

We will not be sending out any further reminders.

Please note it is **YOUR** responsibility to inform us of your Child Protection & Welfare training needs.

For further information contact Catherine Callaghan or Denise Quinlan on (066) 7181582

EARLY YEARS REGULATION REFORM PROGRAMME

QUESTIONS ASKED AT THE BRIEFING SESSION ON THE 7TH NOVEMBER 2013

Q1: The number of Inspectors in Dublin needs to be addressed

- (ii). Registration: Registrar ultimate decision on:
- a) Who makes the referral
 - b) Does the provider have recourse to the courts to challenge the decision of the registrar

A1(i): *It is intended to fill the vacant areas in the first instance followed by additional support to the Dublin region. Filling of posts is dependent on budgetary provision and resources will be allocated according to greatest need.*

(ii) *It is envisaged that inspectors will make recommendations to the registrar based on evidential findings on inspection. The registrar is not obliged to accept the recommendation. It is envisaged that a post of National Registrar will be established to deal with complaints and appeals from the Regional Registrar. The ultimate recourse for the provider is ultimately the courts.*

Q2: Will there be a weighting scale of compliance with the criteria of each national standard?

A2: *A final decision has not been made on whether a weighting system will apply to each standard. However services that require further follow up will be identified – what services pose a high risk or low risk. What is most important is the consistency of evidential gathering across services. It is necessary to keep the system as clear and simple as possible. With registration, while all services notified on enactment of the legislation will be deemed registered it is anticipated that many services will be re-registered over the initial 3-year period with conditions attached.*

Q3 (i). Employing new Inspectors – what range of qualifications?

- (ii). Environmental Services - will there be a team approach or separate service inspections?
- (iii). C/E personnel? Supernumerary or not what is the current position?
- (iv). Not possible to be compliant with Regulation 8 – up to 16 week Garda Vetting Unit please comment
- (v) Is there a right of reply to condition attached to proposed registration decision?
- (vi). the ongoing review research document – will it be published?
- (vii). what is the next level of consultation?
- (viii). Are standards open to consultation and change?

A3(i) *Currently there are a range of qualifications held by the Inspectors predominately with Public Health Nursing background but we also have inspectors with Social Care, Childcare, Paediatric Nursing and Educational backgrounds. The Children and Family (C & F) office are open to other disciplines being part of the inspectorate.*

(ii) *The current position is that there are a range of Inspection processes involving the Environmental Health services. This will change with Registration; C & F have a Memorandum of Understanding which outlines how both services will continue to work together. Environmental Health involvement will be standardised across the country with regard to inspection under a Registration system – that is to say that the same process of inspection will be applied to every service.*

(iii) *Community employment personnel are currently counted as part of the workforce, however it is proposed to move in the future to a system where C/E personnel will be supernumerary, this will be done in a manner that*

is realistic, fair and reasonable and will be cognisant of the sustainability of the service. Notice of any such changes to the current practice will be notified to service providers in good time.

- (iv) *The Garda Vetting process raises an abundance of issues which C & F are working through with the DCYA, Garda Vetting Unit and the Data Commissioner, notwithstanding the fact that employers are carrying a huge risk where staff are not garda vetted.*
- (v) *A right of reply is always inherent in any process. The registrar will be the arbitrator and will be trained in this regard. All decisions will be transparent and evidenced based. Decisions made under the current system of Notification allows for “slide”. This will not be the case in a Registration system. There will be challenges with the new system of Registration – 1st phase will be transition, 2nd phase must be fully compliant.*
- (vi) *There is currently no reason not to publish the proposed document.*
- (vii) *Consultation is central to all development but the crux is limited time. The C & F want to consult and will consult as widely as possible but are limited in many instances given the time constraints on some developments. C & F are always open and welcome any suggestions or improvements. It is the intention of C & F to further consult with regard to Registration.*
- (viii) *The National Standards for Pre-School Services are within the remit of the DCYA. C & F’s will implement the National Standards – publication of same is imminent.*

Q4: Montessori not currently inspected, are they deemed registered or managed as a new service when registration received?

A4 *If the Montessori service is in existence and notified to us on implementation of registration – 1st January 2014 and congruent with the definition of the legislation will be deemed to be registered.*

Q5: Have recent discussions regarding a professional registration of Early Years practitioners and childminders as a solution to Garda clearance difficulties arising when staff turnover takes place occurred?

A5: *The matter of transfer of clearances between employers will ultimately be a matter for An Garda and the Data Commissioner. The social care council does not include child care professional on its register. Childminders are included with the exception of those detailed under the Child Care Act as being exempt. Garda Vetting and Data Protection constraints are the employer’s responsibility. The issue of who is the “Employer” being defined in the legislation will go a long way in solving the Garda Vetting issue. A Garda vetting cert is technically only valid on the day it was issued.*

Q6: Concerns re: garda vetting and students and Data Protection V’s Garda Vetting Regulation 8. What is the current state of play?

A6: *The issue arises as there are two conflicting pieces of legislation required – Data Protection and Regulation 8. The New Vetting Bill may resolve this. The Data Commissioner is aware of the dilemma. Some colleges have overcome the issue of Data Protection by obtaining the consent of the student to furnish the provider with a certified copy of Garda vetting. C & F needs to continue to seek a resolution in the conflicting legislation of the Data Protection and Pre-school Regulations legislation.*

Q7: Childcare professional: Non-compliant because 2 pieces of legislation are contradictory.

- 3 issues:
- (a) Students, level 5 & 6 unable to get placement
 - (b) Cost of Registration for service providers
 - (c) Training – how is all this information to be rolled out to providers?

A7:(a) *The position of C & F has not changed with regard to Garda vetting and the necessity for the provider to provide evidence to the Inspector that the student has been Garda/Police vetted. A non-compliance will be documented if vetting is not available. A SOP was introduced and remains in place and is fair and reasonable and allows the provider time to obtain the vetting.*

(b) *The cost of registration is within the remit of the DCYA to determine.*

(c) *Training for providers remains within the remit of the DCYA and not within C & F.*

Q8: Will the requirements set out by the Minister recently, regarding minimum levels of qualifications, be set out in the amended Regulations or in the Standards mentioned? Do you know if there will be any recognition of prior learning?

A8: *Minimum qualification requirements are set out in the revised National Standards for Pre-school services. Recognition of prior learning is not within the remit of C & F. It is within the remit of the DCYA to address in the first instance.*

Q9: When will school aged children be regulated? When will this start?

A9: *There is no commencement date agreed. The process of regulation of school aged children has not yet been agreed, further consultation regarding the mechanism of operation will be required. Possibly the development of Regulations for school aged children. However, it is clear that the sector will be regulated under the newly amended Part VII of the Child Care Act 1991 of the legislation.*

Q10: Will summer camps and breakfast clubs be included in school age childcare regulation when it is part of the school aged childcare service offered?

A10: *It is possible that some may be included but this will need further examination.*

Q11: When registration is enacted how will registration decisions be determined, will it be on adherence to regulation or to the new standards?

A11: *The process of Registration will be outlined in advance of commencement to the new inspection process. Conditions may be attached to a registration similar to improvement notices. A Registration process is ongoing and has 2 phases. Phase I looks at areas requiring pre-opening approval such as premises, records, Garda vetting etc. Phase II will be the inspection against National Standards.*

Q12:(i) Clarity re: Fire Certificate, Planning Permission

(ii) Editorial Boards – Is an editorial process is being applied to retrospective reports?

A12: (i) *New services will be required to have Planning permission and Fire Certification. Existing services however will be required to show that they are compliant and have a suitable premises to operate a childcare service i.e. fire safety certificates and demonstration of exempted planning where applicable.*

(ii) *With retrospective reports there is a limited quality assurance and editorial. Reports which have been sent cannot be changed. We check that the relevant redactions of personal information and the compliance and non-compliance judgement/statement is completed. With inspection reports from 1st July 2013 there is a robust editorial process in place at Regional and National level which is currently time consuming however has made a positive impact on the quality of inspection reports.*

Q13: Are all existing providers when transitioned to registration starting from a blank sheet in terms of existing compliance.

A13: Existing providers are deemed registered and therefore by default are presumed compliant with the legislation which places explicit responsibility on the provider to ensure that once enactment has occurred that they are actively compliant with the Regulations at all times.

Q14: Will there be a check between DCYA/C & F that services in receipt of funding are notified for the service in regard to the service type? E.g. sessional service getting funding from DCYA but listed as a part time service with them

A14: All applications for registration will be checked against existing DCYA and Pobal registers, however services will be applying for consideration as a specific service type under registration which may be different from their current operation. They will be inspected against their registered service type.

Q15: Are the current inspection tools to be used to inspect against standards?

A15: No we will revise the current inspection tools and methodology for coherence with the new National Standards.

Q16: Will planning permission be retrospective?

A16: This needs further discussion with the local authorities. Should planning permission be deemed exempted the onus is on the service provider to show evidence from the local authority that no enforcement action will be applied.

Q17: Garda Vetting: we are fortunate to have a dramatic improvement to 5 – 10 weeks. Police clearance – cost involved? ICPC – 60.00, Can C&F do anything to support providers with the expense for international Police vetting?

A17: Certificates for Police vetting is a once off payment of past residence abroad of a worker unless the worker is translocating between different jurisdictions. The costings of this is outside the remit of the Pre-School Inspectorate.

Q18: Concern re: new services opening up will they be prioritised for the pre opening Inspection particular in areas that have currently no early years Inspector.

A18: It is intended to fill the vacant areas in the first instance followed by additional support to the Dublin region. Filling of posts is dependent on budgetary provision and resources will be allocated according to greatest need. However, no new service applicant from the 1st January 2014 will be refused or left on a long waiting list as a result of vacant inspection posts; all will receive a pre-opening inspection.

Q19: How can providers be supported to ensure stress level are minimised?

A19: C & F, Voluntary organisations and County Childcare Committees (CCC) need to be supportive to providers. C & F will give due notice of changes and provide information at every juncture. It is our intention to reassure not to alarm the sector. All mechanisms such as voluntary organisations and CCC's will be called on to provide support to providers.

Q20: Will the review being undertaken include complaints?

A20: No, Inspection reports from the period January 2012 to May 2013 are only being reviewed within the commissioned research.

**Questions answer by Fiona McDonnell, National Specialist, C & F's National Office
7th November 2013**

<p>OPENING STATEMENT BY MS FRANCES FITZGERALD, TD, MINISTER FOR CHILDREN AND YOUTH AFFAIRS JOINT COMMITTEE ON HEALTH AND CHILDREN</p>
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19th December 2013

Pre-School Quality Agenda

As the Committee is aware, I have over recent month's overseen implementation of my 8-point Pre-School Quality Agenda, including putting in place much needed systems of support and regulation for pre-school services in Ireland.

As promised we have, for the first time, begun publishing pre-school inspections reports on the Pobal website, with nearly 2,000 pre-school inspection reports now online.

I have brought forward legislative changes in Child & Family Agency Act to:

- Provide for statutory registration of all pre-schools services;*
- Introduce new enforcement powers for inspectors at pre-prosecution stage; and*
- Increase penalties at District Court level for an offence under the Act.*

New National Pre-School Quality Standards have been developed and will be launched shortly.

Minimum qualification requirements for staff working in pre-school services are being be increased.

Budget 2014 includes an allocation of €4.5 million:

- To establish a new National Quality Support Service for pre-school services.*
- To recruit new inspectors (building on inspectors currently been recruited in 2013); and*
- To support training and up-skilling (building on funding also announced in 2013).*

In relation to the training and up-skilling of childcare practitioners a Training Fund will be disbursed through the CCCs and Pobal. In order to facilitate this process Kerry CCC will be conducting a Survey which will be emailed to each childcare service in the county to ascertain the current level of training requirements currently within the county for room leaders requiring level 6 and all others working in childcare requiring level 5. Once the numbers requiring up-skilling is gathered a training plan for the county can be developed.

CHECKLIST FOR CETS REQUESTS

The following are required when applying for a CETS place:

CETS place request form – you should email the CETS request form to pamela@kerrycountychildcare.com before you send in any other information. Please ensure that you put “CETS request” in the subject line when applying for the place.

Application & parent declaration form – this was emailed this to all CETS providers last week and it **must** be used when applying for Solas, ETB or CE CETS place.

If you have copies of last year’s forms you should delete them and use these instead. requests submitted on the old forms cannot be processed which will delay your application, places are limited so the delay could mean losing the place.

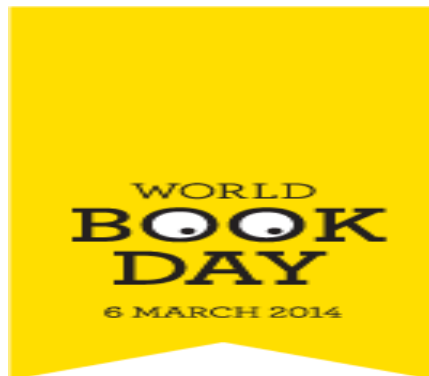
Proof of PPS – if photo-copying documents please ensure that PPS number is clear. Proof of PPS should be sent for parent and all children availing of a CETS place.

Letter – all applications should be accompanied by a letter. For all ETB/Solas places the letter should be from Kerry Education & Training Board or Solas. For CE places the letter should be from the CE supervisor. For ASCC places the letter should be from Department of Social Protection.

Please check all forms are complete and legible before you send them. Parent declaration form and proof of PPS are sent to DCYA so you need to ensure that if you copy a medical card the PPS number is clear. The start date should be the date you are applying for the CETS place to be paid from not the date the parent started the course which may have been earlier.

If you have any queries please contact Pamela Curran, 066 7181582.

CELEBRATING WORLD BOOK DAY 2014 IN COUNTY KERRY!



World Book Day 2014 takes place on Thursday 6th March. The main aim of World Book Day is to encourage children to explore the pleasure of books and reading, therefore opening up the benefits of reading for everyone.

Kerry County Childcare Committee is encouraging Childcare providers, Parents, Grandparents, Childminders and Parent & Toddler Groups to celebrate World Book Day on Thursday 6th March!

Why not.....

- Encourage reading and story time on the 6th March, as well as every other day of the year!
- Children could dress up as their favourite book character for the day
- Children could act out their favourite story
- Make/Use puppets and props to bring the story to life

- The possibilities are endless!

Contact **Kerry County Childcare Committee** for their “**Read with Me**” leaflet for tips to extend children’s love of language, stories and reading at home.

Also, why not explore your local libraries in the County, which are located in Ballybunion, Caherciveen, Castleisland, Dingle/Leabharlann an Daingin, Kenmare, Killarney, Killorglin, Listowel, and Tralee.

Don’t Forget, Share a Book, Read a Story.....

NATIONAL PYJAMA DAY — FRIDAY 7TH MARCH 20134



Have you got your cosy Pyjamas ready?

For many of you National Pyjama day has become an annual event. Children, service providers and parents reflect on the lovely day they had last year where children and staff were sponsored to wear their pyjamas to the childcare service on National Pyjama Day in aid of the [Irish Hospice Foundation homecare for children programme](#).

€209,000 was raised in 2013 for this excellent charity which helps to provide essential funding to support families with terminally ill children with nursing care so that their child can die at home surrounded by family, friends and familiar things.

Please check the [Early Years Ireland Website](#) for further details on how to participate in National Pyjama Day 2014. www.earlychildhoodireland.ie

STAFF APPRAISALS & HOW TO MOTIVATE YOUR STAFF TEAM WORKSHOP

Thursday 20th March 2014

7.00-9.30pm

Kerry County Childcare Committee Offices, Tralee

Staff Appraisals are crucial in building and developing a successful staff team. The aim of this course is to introduce participants to a model of staff appraisals and to explore how this model may be practically introduced into a Childcare Service. Policies will also be provided for Childcare Services.

The course also aims to introduce participants to practical skills required in carrying out appraisals.

This training will assist Services in working towards Standards 5, 8 & 10 of the Siolta Programme.

Target Participants

Childcare Managers/Supervisors/Room Leaders, Voluntary Management Committee Members.

Programme Content

- Why carry out Appraisals?
- The Appraisal Process & Purpose
- How to give feedback
- Defining the procedures and a policy for staff appraisals

- The roles and responsibilities of the Supervisor/Staff Liaison Officer
- Preparation for appraisals
- Recording, documentation, monitoring and evaluation
- Leadership, Management & Motivation
- Continuing Professional Development for you and your staff

Follow up support after the training can be provided on a one to one basis to services by Kerry County Childcare Committee. Kerry County Childcare committee have co-appraised with Managers and/or Management Committee members, in order to support them and facilitate learning and good practice for conducting appraisals. It also allows an outside, objective party to assist and encourage discussion and feedback. Appraisals are a valuable opportunity to facilitate positive feedback and affirmation for staff roles and duties and also to facilitate constructive feedback for staff.

If further information and / or clarification are required please do not hesitate to **contact Kathryn O'Donnell, Support & Development Officer @ 066 718 1582.**

Places must be PRE BOOKED before Tuesday 18th March 2014.

This course is FREE OF CHARGE. **Training will go ahead subject to numbers.**

To book a place, you have a number of options:

1. You can text 087 275 1760
2. email: kathryn@kerrycountychildcare.com

Future Kerry County Childcare Committee scheduled training opportunities for 2013, provided by the Support & Development Officer, include:

- Policy Development and Review Workshop
- Recruitment Information Pack and Workshop
- Employee Handbook for Childcare Services
- Management Committee Training for Volunteers in Community Based Childcare.

KERRY ASSOCIATION OF CHILDHOOD PROFESSIONALS



A Meeting of the Kerry A.C.P took place on **Wednesday 29th of January at 7; 30 pm** at Kerry County Childcare Committee Offices in Tralee.

Marian Quinn (Chairperson of ACP Ireland) chaired this meeting where officers for the Kerry ACP were elected.

If you have any queries, or indeed would like to be involved in the Kerry Association of Childhood Professionals, why not contact kerry@acpireland.com for further details or have a look at www.facebook.com/acpire to see what's happening nationally.

Kind regards
Sharon & Dionne

Network Meeting Dates

February 2014

South Kerry

Tuesday 11th February 2014, 7.30pm, Fossa Community Pre School, Fossa, Killarney, Co Kerry

Wednesday 12th February 2014, 7.30pm, TBC

North Kerry

Thursday 13th February 2014, 7.30pm, BUDS Family Resource Centre, Ballyduff, Co Kerry

Tralee

Wednesday 5th February 2014, 7.30pm, Kerry County Childcare Committee Offices, Monavalley, Tralee

Sliabh Luachra

Tuesday 4th February 2014, 7.30pm, NEKD Offices, Cragreen, Castleisland

West Kerry

Wednesday 5th February 2014, 7.30pm, Camp Community Childcare, Camp

After School Services Network

Wednesday 12th February 2014, 7.30pm, Kerry County Childcare Committee Offices, Monavalley, Tralee

Please Note that in case a Network Meeting needs to be cancelled or in case there is a change to venue, please ensure to check your email and mobile for text alerts.

Why join a Childcare Network?

Networking provides opportunities to:

- Improve the quality of your childcare service through the exchange of ideas and knowledge with other network members.
- Widen horizons and learn from each other's experiences. Discuss difficult issues and explore solutions.
- Share successes and the method/reasons behind the achievement.
- The Networks also provide a vehicle for the feedback of information from the Network to the Kerry County Childcare Committee. Therefore, your voice can be heard and can inform the work of the County Childcare Committee.
- Staff, Managers and Owners of Childcare Services in Kerry are welcome to attend Network Meetings.

Throughout 2014 the staff of KCCC looks forward to meeting you at Network meetings and also by coming to meet you at your service and look at any support needs you may require from KCCC.



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E-mail: info@kerrycountychildcare.com

STAFF DETAILS

Oonagh Fleming	Manager
Pamela Curran	Administrator & Project Administration Support Worker
Denise Quinlan	Childminder Support & Development Officer
Catherine Callaghan	Quality Officer
Kathryn O'Donnell	Support & Development Officer

We're on the Web!!!
www.kerrycountychildcare.com

Kerry County Childcare Committee supports NALA's campaign, Help My Kid Learn. www.helpmykidlearn.ie is an interactive resource for parents and guardians, with practical ideas for activities that support speaking, reading, writing and maths skills.

This website was developed as part of the Department of Education's National Strategy to Improve Literacy and Numeracy among Children and Young people (2011).



Disclaimer

Kerry County Childcare Committee has made every effort to ensure that all the information included in this publication is accurate and was correct at time of going to print. However, under no circumstances will Kerry County Childcare Committee Board be liable in respect of any error(s), omissions, typographical errors or incorrect information therein.