



## **2020 Statement of Work/Local Implementation Plan End of Year Report**

**Submitted by Management to Board of Directors**



An Roinn Leanai, Comhionannais,  
Meicumannais, Láinpháirtiúchá agus Oige  
Department of Children, Equality,  
Disability, Integration and Youth



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## 1. Acronyms & Terms

| <u>Term</u>                  | <u>Description</u>   | <u>Term</u>          | <u>Description</u>  |
|------------------------------|--|----------------------|---|
| <b>AGM</b>                   | Annual General meeting   | <b>AIM</b>           | Access & inclusion Model which is designed to ensure that children with disabilities can access the ECCE Programme. |
| <b>ASCC Programme</b>        | After-school Childcare Care Programme  | <b>CAPA</b>          | Corrective Actions & Preventive Actions   |
| <b>CCI</b>                   | Childcare Committees Ireland   | <b>CCS Scheme</b>    | Community Childcare Subvention Scheme   |
| <b>CCSP Scheme</b>           | Community Childcare Subvention Plus Scheme   | <b>CCSR Scheme</b>   | Community Childcare Subvention Resettlement Scheme  |
| <b>CCSRT Scheme</b>          | Community Childcare Subvention Resettlement (Transitional) Scheme  |                      | <b>CCSU Scheme</b> Community Childcare Subvention Universal Scheme  |
| <b>CE</b>                    | Community Employment   | <b>CEC Programme</b> | Community Employment Childcare Programme  |
| <b>CETS programme</b>        | Childcare Education and Training Support Programme   |                      |   |
| <b>CMDG</b>                  | Childminding Development Grant   | <b>CPD</b>           | Continuous Professional Development   |
| <b>CYPSC</b>                 | Children and Young People Services Committee   |                      |   |
| <b>DCEDIY</b>                | Department of Children, Equality, Disability, Inclusion and Youth.   |                      |   |
| <b>DEI</b>                   | Diversity, Equality and Inclusion  | <b>ECCE</b>          | Early Childhood Care and Education  |
| <b>ECCE Scheme/Programme</b> | Often referred to as the 'Free Pre-school Year', it is a universal childcare programme designed to give children access to up to 2 years free pre-school education before starting primary school. |                      |   |
| <b>ELC</b>                   | Early Learning & Care  | <b>EROC</b>          | Emergency Reception Orientation Centre  |
| <b>FAR</b>                   | First Aid Response   |                      |   |
| <b>FIR</b>                   | Financial Impact Returns   |                      |   |
| <b>GRETB</b>                 | Galway Roscommon Education & Training Board  |                      |   |
| <b>HSE</b>                   | Health Services Executive  | <b>IS</b>            | Inclusion Specialist  |
| <b>IIRP</b>                  | Irish Refugee Protection Programme   | <b>LINC</b>          | Leadership for INclusion  |
| <b>NCN</b>                   | National Childhood Network   | <b>NQF</b>           | National Qualification Framework  |
| <b>NQF</b>                   | National Qualification Framework   | <b>NSAI</b>          | National Síolta Aistear Initiative  |
| <b>P &amp; T Group</b>       | Parent and Toddler Group   |                      |   |
| <b>Part-time Care</b>        | A service offering a structured day care service to children for more than 3.5 hours but less than 5 hours.  |                      |   |
| <b>PIP</b>                   | Pobal Implementation Platform  | <b>QBCI</b>          | Quality and Capacity Building Initiative  |
| <b>QSS</b>                   | Quality Support Service  | <b>REIS</b>          | Roscommon Early Intervention Service  |
| <b>Roscommon CCC</b>         | Roscommon County Childcare Committee CLG   |                      |   |
| <b>SAC</b>                   | School Aged Childcare (Afterschool)  |                      |   |
| <b>Sessional Care</b>        | A service offering a structured day care service to children for more than 2.15 hours and less than 3.30 hours.  |                      |   |
| <b>TEC Scheme</b>            | Training and Employment Scheme   |                      |   |

## **1. Foreword from Manager/County Childcare Coordinator**

This 2020 end of year report has been compiled by the Roscommon CCC Management and Staff team and is a narrative of progress and challenges in the delivery of the company statement of work for 2020. There were many challenges due to Covid-19, however we adapted accordingly and responded to Covid-19 challenges in a co-ordinated manner liaising with our local services, DCEDIY/ Pobal and supported by our local partner agencies.

There was no break in support to services from Roscommon CCC whilst navigating a mix of remote working and office-based work. I want to acknowledge the support of my staff team in the compilation of this report and the support of the board of directors for their oversight and support to me in the operational delivery of our annual work plan.

*Regards Irene Cafferky*

*Manager/County Childcare Coordinator, Roscommon County Childcare Committee*



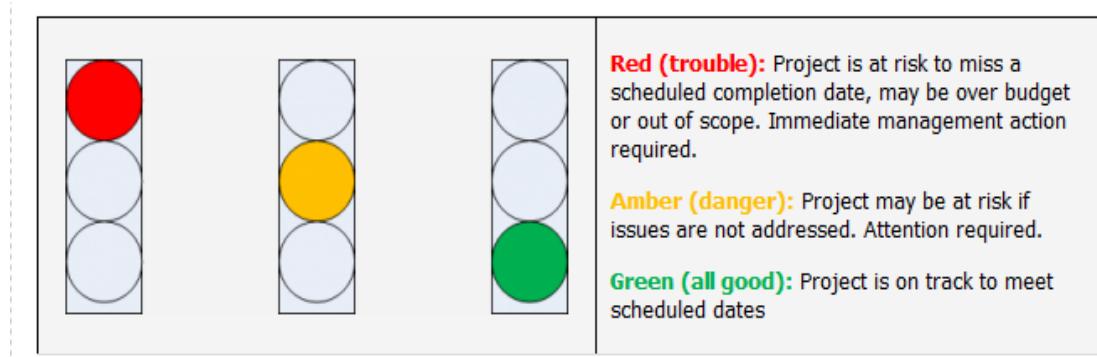
Roscommon County Childcare Committee CLG , Knock Road, Castlerea, Co. Roscommon

094 96 22523/0866030606 [www.roscommonchildcare.ie](http://www.roscommonchildcare.ie) <https://www.facebook.com/roscommonchildcare/>

Company Registered Number: 360103 CHY NO: 16335

*"We confirm that our organisation complies with The Governance Code for the Community, Voluntary and Charitable Sector in Ireland"* RCCC supporting the early learning and care sector throughout county Roscommon

## 2. Roscommon CCC progression of work – Traffic Light system



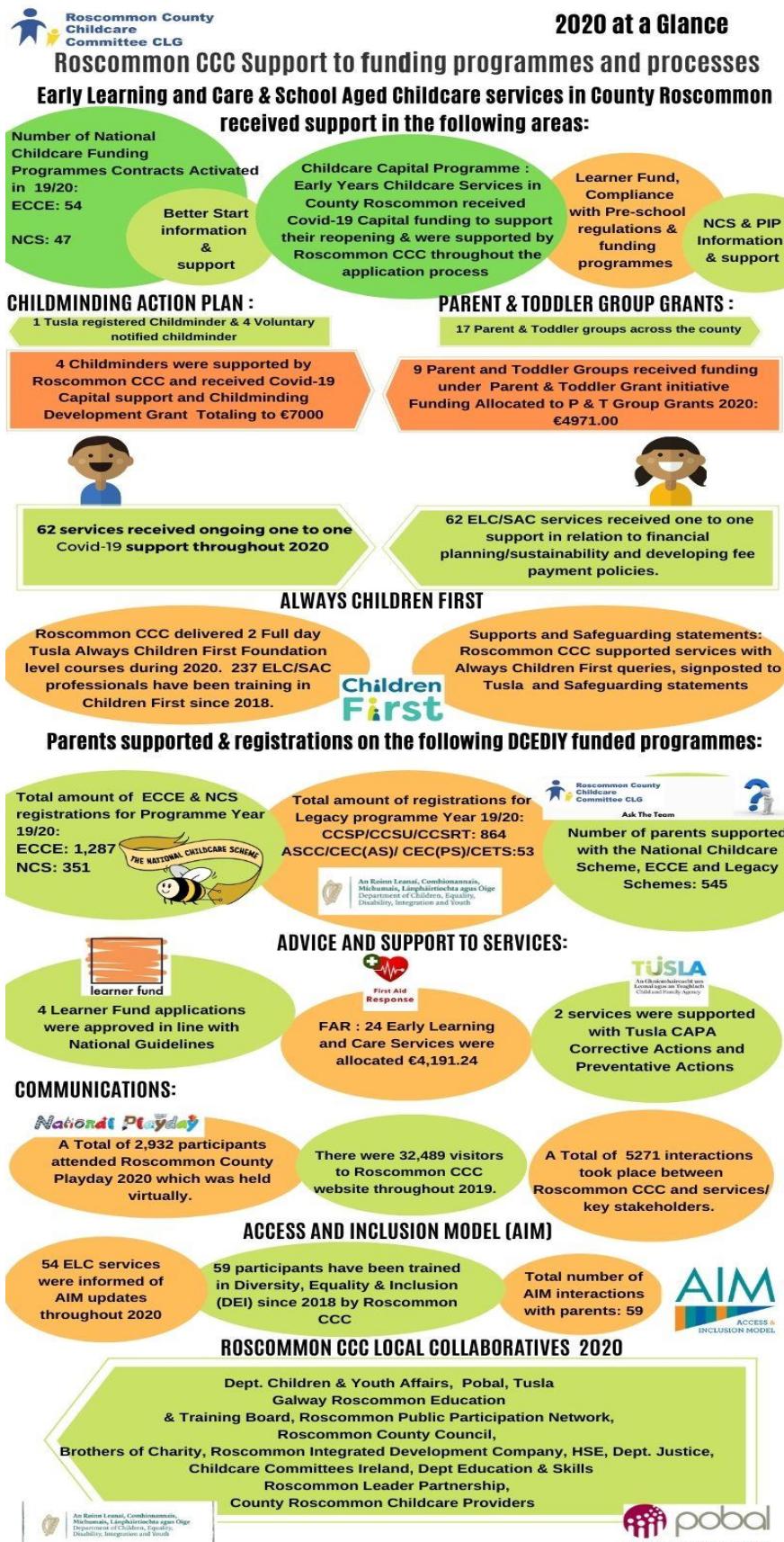
Roscommon CCC adapted their delivery methods of supports and information due to covid-19 to ensure that stakeholders were supported and kept fully informed of developments within the childcare sector. This adaptation facilitated Roscommon CC delivery of SOW 2020.

| Objective  | Progress             |
|--|----------------------|
| (1.1) Provide ongoing one to one support to services with compliance issues where appropriate and record same.   | Completed            |
| (1.2) Contact all non-compliant ELC and SAC services by phone and email or in person to offer support in relation to their non-compliance issues.  | Completed            |
| (1.3) Deliver compliance information sessions and or webinars and or workshops.  | Completed            |
| (1.4) Provide information and advice to ELC and SAC services experiencing sustainability challenges or are in CM or in a crisis.   | Completed            |
| (1.5) Deliver training workshops and or information workshops in relation to governance, finance, reporting requirements and sustainability tools.   | Covid related delays |
| (2.1) Deliver Child Protection and Welfare training courses.   | Covid related delays |
| (2.2) Advertise and provide information on First Aid Response (FAR) to childminders.   | Completed            |
| (2.3) Co-ordinate the delivery of First Aid Response (FAR) training to early years childcare services.   | Completed            |
| (2.4) Deliver range of health and wellbeing training (2-hour workshop) from agreed DCEDIY list   | Deferred by DCEDIY   |
| (2.5) Roll out the revised Equality Diversity and Inclusion training including the mentoring aspects to promote and develop the Inclusion Charter in targeted settings.  | Deferred by DCEDIY   |
| (2.6) Continue Learner Fund bursary administration. Details of 2020 Learner Fund levels TBC for degree training for Early Years sector workers (Levels 7,8, 9)   | Completed            |
| (2.7) Administer the 2020 bursary for registered childminders through the Learner Fund   | Completed            |
| (2.8) Continue to provide information and or support to both existing and potential early learning and care and school-age childcare services in relation to Tulsa's Quality and Regulatory Framework (QRF), DES EYEI Framework and DCEDIY Universal Design Guidelines | Completed            |

|  |                               |
|--|-------------------------------|
| <p>(2.9) - Promote AIM to parents and communities through inclusion of AIM information and materials when engaging with families in line with the AIM Communication Strategy</p> <ul style="list-style-type: none"> <li>- Promote and explain AIM to individual parents with children who may benefit from AIM</li> <li>- Support parents to access AIM by providing support to access a Pre-school place for their child and to access AIM support.</li> </ul>  | <b>Completed</b>              |
| <p>(2.10) Communication to Pre-schools:</p> <ul style="list-style-type: none"> <li>- Promote AIM to Pre-school services through inclusion of AIM information and materials when engaging with all services in line with the AIM Communication Strategy.</li> <li>- Identify and support services who haven't engaged with AIM to date</li> <li>- Promote AIM to individual services and provide support in accessing targeted support including the Access and Inclusion Profile and the AIM Level 7 application process.</li> <li>- Have knowledge of and explain the rules of AIM to service providers.</li> <li>- Promote the LINC Inclusion Coordinator programme, the level 3 training, and the Universal Design Guidelines to pre-school services</li> </ul> | <b>Completed</b>              |
| <p>(2.11) Participation in AIM at policy level as requested by DCEDIY/Pobal.</p> <ul style="list-style-type: none"> <li>- Participate in AIM Reviews as requested by DCEDIY/Pobal.</li> <li>- Participate in groups as required to promote and support the implementation of policy and delivery of AIM including Project Team, Training, Level 6 and CSIG and other ad-hoc</li> </ul>   | <b>Completed</b>              |
| <p>(2.12) Provide general information on the Tusla registration and change of circumstance process to early learning and care and school-age services.</p>   | <b>Completed</b>              |
| <p>(2.13) Provide one to one support to "standalone" school age childcare services in particular regarding policies and procedures.</p>  | <b>Completed</b>              |
| <p>(2.14) Provide one to one assistance for early years childcare services in relation to engaging with the CAPA process post inspection or required support basis.</p>  | <b>Completed</b>              |
| <p>(2.15) Co-ordinate and deliver the Childminding Development Grant, subject to actions arising out of the National Childminding Action Plan.</p>   | <b>Completed</b>              |
| <p>(2.16) Provide supports and information to childminders in line with the National Childminding Action Plan.</p>   | <b>Completed</b>              |
| <p>(2.17) Support communities of practice networks</p>   | <b>Deferred<br/>by DCEDIY</b> |
| <p>(2.18) Pre inspection support system for ELC/SAC services.</p>  | <b>Deferred<br/>by DCEDIY</b> |
| <p>(2.19) Respond to critical incidents</p>  |                               |
| <p>(2.20) Provide supports to services in development of child safeguarding statements, complaint management and management of Tusla registration conditions.</p>  | <b>Completed</b>              |
| <p>(2.21) Consult with the sector at a county level on issues relating to the Workforce Development Plan as required.</p>  | <b>Completed</b>              |
| <p>(3.1) Post up to date information on CCC website and signpost parents, early years and school age childcare services to the relevant information and other relevant websites.</p>   | <b>Completed</b>              |
| <p>(3.2) Support parents/guardians to understand their childcare choices, to ask the right questions when choosing their ELC or SAC provider and to access relevant information about ELC/SAC services.</p>  | <b>Completed</b>              |

|   |                    |
|---|--------------------|
| (4.1) Provide information and assistance to early learning and care services in relation to the National Childcare Scheme (NCS) Portal.   | Completed          |
| (4.2) Provide one to one assistance to early year's childcare services in relation to accessing the National Childcare Scheme online Portal-the Early Years Platform.   | Completed          |
| (4.3) Supporting parents in accessing the National Childcare Scheme's online system, with a particular focus on vulnerable cohorts who (even with the support of the parent centre) may struggle with access, technology and/or literacy and may need practical, hands-on help. | Completed          |
| (5.1) Provide general supports to service providers in relation to the national childcare programmes, including PAU support and general PIP support.  | Completed          |
| (5.2) Provide information and support to parents in relation to the rules/general queries with regards to the national childcare programmes.  | Completed          |
| (5.3) Check all ECCE, TEC, and CCSP fees lists over Q3 and Q4 of 2020.  | Completed          |
| (5.4) Coordinate and submit to DCEDIY minimum number exemption applications for ECCE.   | Completed          |
| (5.5) Continue to assist and support early learning and care services by providing information in relation to "sponsor" arrangements under the National Childcare Scheme.   | Completed          |
| (5.6) Administer TEC programme and manage TEC transition  | Completed          |
| (5.7) Administer the Parent and Toddler Grant as per DCEDIY guidelines  | Completed          |
| (5.8) Provide capital information sessions and "how to guides", workshops/webinars on the DYCA Capital Programme 2020 for Early Years and School Age Childcare Services.  | Completed          |
| (5.9) Provide information and support to early years and school age services on the DCEDIY Capital Programme 2020, by phone and follow up e-mail, and including one-to-one support where appropriate.   | Completed          |
| (6.1) Promote Healthy Ireland Start Smart Programme (HISS),   | Deferred by DCEDIY |
| (6.2) Provide feedback to DCEDIY on the Parent and Toddler Grant (and other potential supports that exist for those providing informal care).   | Deferred by DCEDIY |
| (6.3) Provide support with the administration of a survey to Parent & Toddler groups in the local area.<br>-Survey distributed to all relevant local groups   | Deferred by DCEDIY |
| (6.4) Provide information to the Local Authorities on the updated National Planning guidelines and explanatory notes for the development of Early Learning and Care and School Age Childcare settings.  | Completed          |
| (6.5) Encourage and promote participation by Early Learning and Care services in the annual sector profile by way of email and phone call as directed by DCEDIY and/or Pobal.   | Completed          |
| (6.6) Participate in working groups that will be established to progress actions contained in First 5 as needed (one CCC nominee per working group)   | Completed          |

### 3.





#### 4. Covid-19 & Human Resource Management

RCCC staff trained in responding to the DCEDIY emergency childcare plan in liaison with Pobal and other local and national agencies. Roscommon CCC Staff reclassified as essential workers under government emergency plan.

Staff availability and on call structure implemented and submitted to Pobal. Staff team was supported in the transition to working from home on a temporary basis and office rota in place. Staff supported to transition to electronic meetings and management put IT support system in place. Updated RCCC phone communication system to adapt.

Roscommon CCC absorbed an enormous amount of information during Covid-19 and supported services queries on same. Staff Support & Supervision & weekly work plans were reviewed on a weekly basis to ensure distribution of work and delivery of the 2020 SOW and various addendums approved.

Induction from Roscommon CCC management for Better Start reassigned staff member to Roscommon CCC team. Indemnity received as requested from Pobal regarding reassigned BS staff to Roscommon CCC. The Better Start secondment was arranged however, due to the emergency plan not being implemented nationally c was not required.

A covid-19 response team has been set up internally within the structure of RCCC.

- Risk assessment carried out and a Covid-19 employee resource pack has been developed, distributed, and briefed to all staff.
- RCCCs safety statement revised and office reorganisation to ensure social distancing in line with HSE guidelines.
- Covid-19 briefing delivered to all staff by management and ongoing work associated carried out in liaison with RCCC Chairperson.
- All Staff accessed training and received certification in Returning to Business (Covid Employee)
- Company Risk Assessment updated to reflect Covid-19.

#### Corporate Governance

Board Meetings held throughout 2020 and adapted to online through Microsoft Teams.

Company Annual General Meeting held on 3<sup>rd</sup> June 2020.

Audited Accounts –Approved & filed with CRO and placed on company website (governance tab)

Company Board Handbook & Financial Procedures reviewed, finalised, and approved.

Company Cyber Insurance now a requirement of DCEDIY and in place

Microsoft Teams in place for company & staff meetings

Funding Addendums submitted to Pobal, approved, and delivered during 2020.

Pobal/Roscommon CCC Case Management meetings held.

Mid- Year (to end June) and end of year 2020 reports submitted to DCEDIY/Pobal/ Roscommon CCC Board of Directors including financial reports.

#### Reporting on Statement of Work 2020

Due to Covid-19, a number of actions within the SOW were not progressed as emergency responses took precedent to support services. Because of Covid-19, Q2 was a challenge for services adapting to new guidelines, supports and responses to their sustainability issues. Roscommon CCC was the local agent supporting services through Covid-19.

Roscommon CCC responded to all requests for information from DCEDIY sometimes at short notice and continued to progress actions such as CYPSC, virtual Playday, Childcare and Me app, EROC Growing tree and collaborated with local partner agencies such as LEO, County Council, CYPSC, GRETB, RLP, Tusla and family resource centres.

Due to Covid-19 restrictions, Roscommon CCC have been unable to have face to face meetings with services. However, we circumvented this by supporting services by phone, virtual meetings, email, bulletins, and social media updates. Broadband is poor in several rural locations in Co. Roscommon which can be challenging. Covid-19 was unprecedented and there was a huge amount of information that CCC's and services were required to be familiar with in a very short space of time. Roscommon CCC collaborated with local and national agencies and supported a student placement from Sligo IT and a participant from Castlerea community employment scheme.

Roscommon CCC acknowledge that 2020 was an exceptionally challenging year for our sector and providers have expressed their thanks to our team for our support to them throughout Covid-19, however concerns remain for the future viability of services with the impact of Covid-19. The providers welcomed the TWSCS and the reopening grant and Covid capital grant available to them from DCEDIY during 2020.

Capacity and re-opening surveys were additional work which Roscommon CCC responded to. The 2020 SOW reporting template does not reflect CCC work and is prohibitive in reflecting the support and engagement of Roscommon CCC with services as part of the Covid-19 response. The KPIs are not reflective of the support Roscommon CCC give at local level on a 1:1 basis. The word count constraint within the Pobal reporting template inhibits Roscommon CCC to fully report on supports given and does not allow for unplanned events. A narrative report such as Roscommon CCC's board report would be a helpful addition. Roscommon CCC suggest that KPI's could be agreed on a national basis with CCC's prior to Jan 2021, in order that CCC's can input these KPI's into our tracking systems (sendmode) in sufficient time to allow for reporting. The national resources available on the First Five website supported Roscommon CCC and childcare providers for guidance and compliance on the re-opening of their services. This is reflected under additional actions that Roscommon CCC delivered as the local agent of DCEDIY.

### **Roscommon County Capacity**

Roscommon CCC supported 5 predevelopment services. 1 private service closed in the Athlone area; however, this was a planned retirement. 1 ECCE service opened in Athlone in September 2020. Total number of ELC/SAC services supported throughout 2020: 62.

### **Current Profile – ELC/SAC sector in County Roscommon December 2020.**

There are **61** Early Learning and Care (ELC) and School Age Childcare (SAC) services in county Roscommon with a registered DCYA reference number availing of the national childcare schemes. There are **22 services** offering full day care, **11 services** offering part time care, **18 services** offering sessional services, **9 SAC** standalone after schools. There is **1** Tusla registered Childminder. There are **2 Brothers of charity services** catering for children with additional needs. There is also **1 special education** autism unit in Athlone funded by the Department of Education.

| Types of services   | Number of services 2020 |
|---|-------------------------|
| Early Learning and Care Services  | 51                      |
| School Age Childcare Services   | 9                       |
| 1 Tusla Registered Childminder  | 1                       |
| Total number of DCYA ELC/SAC Services                                       | 61                      |
| Total Number of Services (No DCYA Number)                                   | 3                       |
| Childminders Voluntary Notified to Roscommon CCC                            | 4                       |
| Parent & Toddler Groups known to Roscommon CCC                              | 16                      |
| Total Number of All Services in County Roscommon supported by Roscommon CCC | 85                      |

*Source: Roscommon County Childcare Committee 2020*

| DED area        | ELC services | SAC Services | Childminders Tusla registered | Childminders Vol notified | P & T groups | FRC      |
|-----------------|--------------|--------------|-------------------------------|---------------------------|--------------|----------|
| Athlone         | 10           | 1            | 0                             |                           | 3            | 0        |
| Ballaghaderreen | 5            | 0            | 0                             |                           | 2            | 1        |
| Boyle           | 4            | 3            | 1                             |                           | 4            | 1        |
| Castlerea       | 7            | 2            |                               |                           | 1            | 1        |
| Roscommon       | 16           | 2            |                               | 3                         | 4            | 1        |
| Strokestown     | 8            | 1            |                               | 1                         | 2            | 0        |
| <b>Total</b>    | <b>51</b>    | <b>9</b>     | <b>1</b>                      | <b>4</b>                  | <b>16</b>    | <b>4</b> |

*Source: Roscommon County Childcare Committee 2020*

#### Challenges within DED areas in County Roscommon:

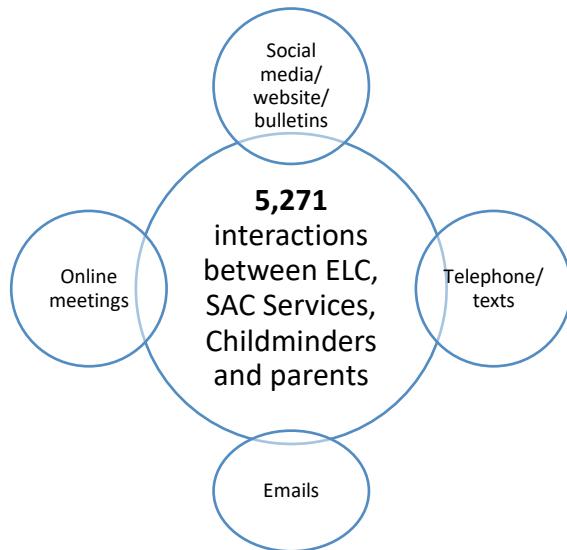
- Poor broadband in many of the rural parts of the County may affect NCS applications and ELC/SAC service compliance.
- Public Transport within the County is poor. Local Link does not provide a sufficient service to meet demands of ELC provision.
- The provision of baby spaces is an ongoing challenge in all DED areas in the county.

#### Solutions:

- Further support to ELC/SAC services to apply for capital funding to create new childcare places and meet childcare provision required.
- Support to pre-development services to set up.
- Support to services by way of training provisions to support quality childcare provision.
- Support to services by way of efficient communication that suits the needs of the services provider. E.G: One to one phone support rather than virtual call as broadband may be poor in some areas of the county.

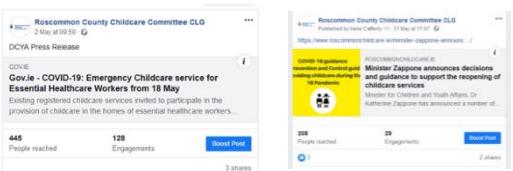


## 5. Roscommon CCC supporting Services, parents and other agencies through Covid-19



Roscommon CCC supported services, childminders, and parents in relation to Covid-19. **5,271** interactions took place with services, parents, and other agencies from January – December 2020. Calls, meetings [online] emails, texts, and bulletin updates in relation to the COVID 19 situation provided ongoing support to services on the new measures introduced by government and DCEDIY. Ensuring staff availability for any out of hours/weekend work, liaising with CYPSC on local supports, answering queries on the ongoing information on schemes, sustainability, revenue etc constructed the many interactions which took place during the pandemic.

All updates in relation to Covid-19 were posted on Roscommon CCC website, linked to social medias, and also sent to providers. Reminders of updates were outlined within the weekly Bulletin. Roscommon CCC signposted providers to the First Five website for additional resources and reopening support. Roscommon CCC team supported providers through one to one over the phone support with a follow up email.



### Re-opening Support to Childcare Services

Roscommon CCC supported all ELC/SAC services during the Covid-19 pandemic especially in relation to re-opening childcare services from June 29<sup>th</sup>, 2020. Roscommon CCC supported services with up-to-date information and reminded services of important updates when dealing with service's concerns. DCEDIY released infection prevention and control guidance for settings providing childcare during the Covid-19 pandemic. RCCC shared this information with services and provided support in relation to addressing their concerns around the provision of childcare such as sustainability, regulations and adult- child ratios. Roscommon CCC signposted services/childminders and other agencies to the First Five website in relation to reopening guidance. Roscommon CCC made all services (ELC/SAC/Childminders) aware of the reopening Covid-19 capital grant conditions and closing dates which were available to them. Roscommon CCC were also available to DCEDIY/Pobal in relation to data collection and supported completed surveys that were required by DCEDIY. In addition to re-opening support, Roscommon CCC provided information and support regarding the TWSCS, TWSS and EWSS. Services were also supported regarding re-registration of children on the DCEDIY childcare funded schemes.

## 6. Living with Covid

Roscommon County Childcare Committee continued to support early learning and care, school age childcare, childminders and parent and toddler groups throughout covid-19 and supported groups to reopen and maintain compliance with covid-19 guidelines. This support was additional to Roscommon CCC Core work and involved one to one support sessions with Managers, committee members, childminders, and parents. Below is some feedback from ELC Services on reopening during Covid-19:

### Re-opening the ELC sector- perspectives from ELC services in County Roscommon

We are open since the 29th June 2020 and it has been very busy with new procedures and concerns from parents, however we are delighted to be back in action and it has been a successful opening. Our parents have been very co-operative in relation to policy changes. Children are settled back in now and we have taken in our second phase of children since the 20th July 2020. We have made a large number of changes to our service to accommodate the re-opening of the service and we are glad of the funding towards this. We are hoping for clearer guidance in relation to our opening of the service in September for example pod sizes and sharing of rooms.

**Manager, Greenfields Childcare**

**Reopening on June 29th:** The changes we implemented were difficult at first but manageable. After the first week it was like we were never off. Looking forward, it's hard to know what will happen in September but for now we are enjoying being back!!.

**Manager, Millmount Childcare.**

Thanks Roscommon CCC for always been there when we need advice, I really appreciate your expertise and patience

**Manager, Community Service**

#### ELC/SAC Services that reopened during Covid-19 in County Roscommon

Private Services: 34

Community Services: 28

|   |   |
|---|---|
| What highlights or particular successes have been achieved in the reporting period?                 | <i>Services in Roscommon all reopened successfully through engagement and support from Roscommon CCC.</i>   |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale? | Yes   |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions        | <i>Additional information and guidance were required by Roscommon CCC to support services on Covid related issues. Services were anxious about reopening and meeting Covid 19 requirements and guidelines. Roscommon CCC team adapted to the additional required support that services requested in the County. E.G: Roscommon CCC supported services with creating pods, policies TWSCS and EWSS</i> |

|  |  |
|--|--|
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe. | <i>Yes, Roscommon CCC collaborated with CCI, LEO, Tusla, Pobal, DCEDIY, HSE, CYPSC and Roscommon County Council. Under reopening support, Roscommon CCC signposted services to First Five website which included guidance and regulatory compliance. Roscommon CCC collaborated with Roscommon Leo and Roscommon County Council regarding financial supports available within the county.</i>                                |
| What challenges faced the CCC in delivering these actions?   | <i>Covid-19 was unprecedented and there was a huge amount of information that CCC's and services were required to be familiar with in a very short space of time. Capacity and re-opening surveys were additional work which RCCC responded to. Some actions within objectives were demand lead and were not progressed as in the KPIs in the original SOW however, sustainability supports were provided under Covid-19</i> |

## 7. Roscommon CCC Supporting DCEDIY Finance and Governance Unit during 2020

### Roscommon CCC support ELC/SAC services compliance

All ELC & School Aged Childcare (SAC) services have received information/support from Roscommon CCC by phone/email in relation to compliance.

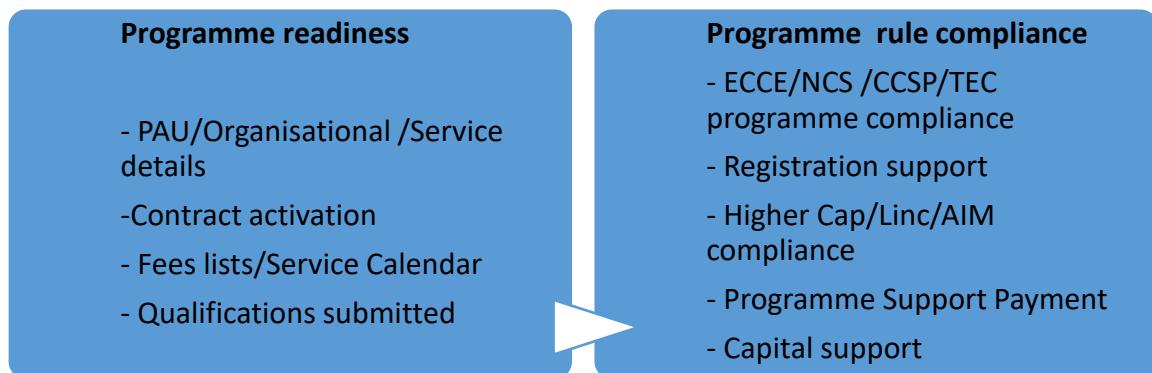
Roscommon CCC supported all ELC/SAC services in relation to Covid-19. This support was conducted through email and phone support.

Roscommon CCC assisted services with compliance with the national childcare programmes throughout 2020. Assistance was given with NCS contracts, registrations, returns, fee policies applications for Higher Cap and wrap around hours for ECCE. Support was also given on CCSP saver programme with contracting, fee policies, eligibility, contracts, amending registrations and submitting registration requests. TEC support was given with contracts, fee policies, allocating and approving TEC places and determining eligibility for TEC saver programme. The programme rules for each of the childcare programmes were distributed to all services in Roscommon.

Roscommon CCC received 1 compliance report from Pobal in January 2020. 1 private service had received a compliance visit and was found compliant on ECCE, CCSP & TEC. No follow up was required with this service. Pobal compliance visits were suspended in 2020 due to Covid 19.

Roscommon CCC distributed information and guidelines to all ELC and SAC services in Roscommon throughout 2020.

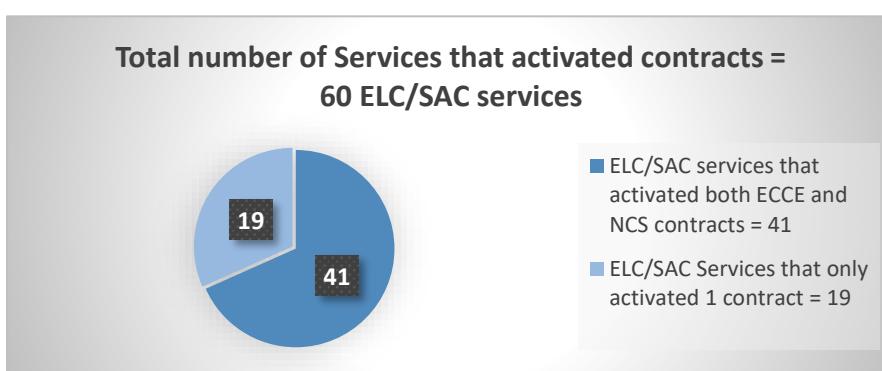
## COMPLIANCE



No compliance information workshops were delivered due to Covid 19. However, Roscommon CCC gave information and support to services in relation to governance, finance, reporting requirements and have engaged with services in continuing to submit FIR's and complete cash flow templates to project their income and expenditure on a regular basis. Services were also referred to the Managing Better series and the first 5 website Guidance for reopening. On this website they could access guidance on preparing to open, regulatory guidance, HSE guidance, childminding and Practice supports. Roscommon CCC have given face to face support to 9 services, 4 private and 5 community service in relation to compliance. Roscommon CCC supported three community services in relation to sustainability.

Roscommon CCC have also given support on Tusla compliance, Children First, Covid 19 guidelines, sustainability applications and information on programme requirements. Programme rules were distributed to all services in Roscommon.

***Total number of ECCE and NCS Contracts activated – 101.***

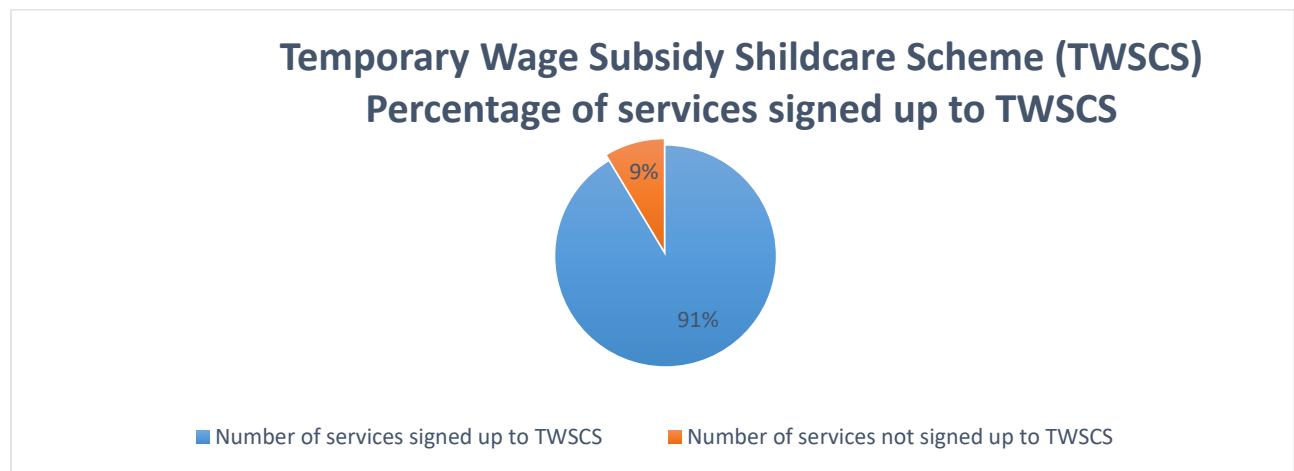


**Source: Pobal**

## Roscommon CCC supporting services to comply with the Temporary Wage Supplement Scheme

Roscommon CCC contacted all services in Roscommon to assist them with compliance with the Temporary Wage Supplement Scheme (TWSS) and the DCEDIY Wage Supplement Childcare Scheme (WSCS).

*The chart below breaks down the number of services in County Roscommon that signed up to the TWSCS.*



*The above chart demonstrates services that signed up for the TWSCS.*

Challenges faced by Roscommon CCC: Due to Covid-19 which was unprecedented Roscommon CCC SOW did not go ahead as planned in some areas as other Covid-19 actions which DCYA directed CCCs took priority. 19 Services that reopened on 29th June 2020 were not at full capacity which had an impact on their sustainability. Roscommon CCC supported services with reopening and sustainability queries.

Roscommon CCC distributed the Sustainability support funding applications and guidelines to ELC/SAC services in Roscommon. An online Sustainability application support workshop was held on 12<sup>th</sup> October 2020. 3 community services participated in this workshop. 3 further services received one to one phone support.

Roscommon CCC delivered governance/committee skills training workshop during 2020 to community services in relation to VMC roles and responsibilities. Services were also assisted with their staff handbooks, contracts, cashflow and policies and procedures manual.



## 8. Roscommon CCC supporting DCEDIY Quality Unit



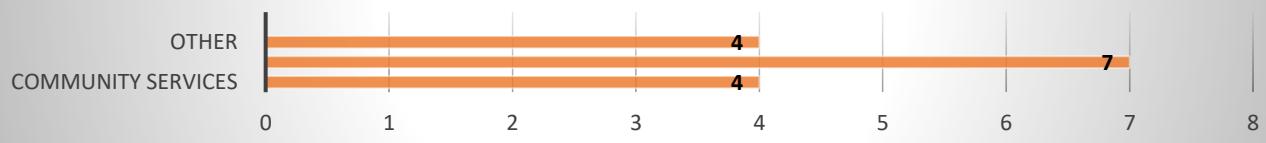
### 2 Always Children First training events delivered by Roscommon CCC

- Roscommon CCC deliver Always Children First training courses in different locations throughout the county to accommodate services. Due to Covid-19, this training has been placed on hold. Social media posts engaged childcare professionals to complete their Always Children First E-learning certificate during covid-19. Roscommon CCC published Always Children First infoblasts on Roscommon CCC website and Social medias as well as through the bulletin. Communication to ELC/SAC services was also sent directly via email.

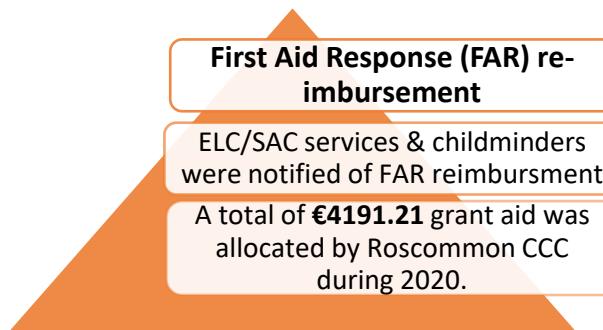
27 participants from 15 services attended the training sessions and received certification from Roscommon CCC

- Participants attended the course from 4 community services, 7 private services and 4 other services E.G: Brothers of Charity services Roscommon and Services from outside the county.

### Number of ELC/SAC services that participated in Always Children First Training in 2020 Total: 15 services over 2 courses



### First Aid Response Re-imbursement fund



ELC/SAC services & childminders were notified of the FAR re-imbursement closing dates via Facebook, Website and News Bulletin. Changes in the way the grant is to be administered were introduced because of Covid-19. Emails were circulated to all service providers advising that online training for the theory part of the programme had been approved by Tusla and the DCEDIY. A part payment of the grant was made to the applicant pending the completion of the practical side of the

course. Roscommon approved **24** successful FAR applications under the First Aid Response (FAR) reimbursement.



### Roscommon CCC supporting the learner fund bursary.

Roscommon CCC supported applications for the Learner Fund Bursary 2020. **Four** applications were approved for payment. A total of **€3,000** was granted under this bursary.



### Roscommon CCC supporting ELC/SAC services in relation to Tusla compliance.



The QRF/ UDG & DES EYEI Framework provide information to support both potential & existing early learning & school aged childcare services engaged with Roscommon CCC. The QRF refers to the Quality and Regulatory Framework (QRF), and supports registered Early Years Services to comply with the 2016 Regulations. The QRF supports Roscommon CCC in supporting services post inspection as part of the CAPA process and in assisting potential early year's services in meeting the Childcare Regulation's 2016.

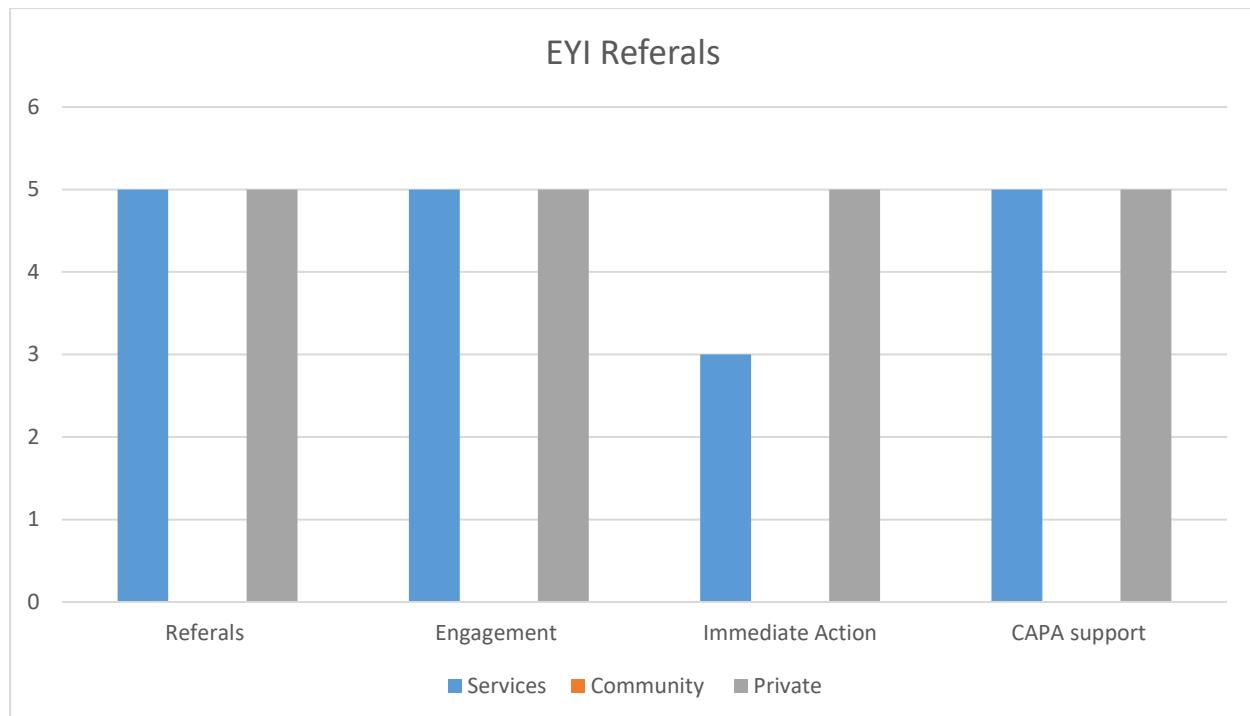
Due to Covid-19 Tusla inspections did not commence until September 2020, however Roscommon CCC supported services to meet Tusla regulatory guidance regarding covid-19. This support included guidance regarding pods, outdoor provision of care and other information on regulations for ELC and SAC settings during the current Covid-19 pandemic.

Roscommon CCC were vital in supporting providers when engaged in the CAPA process/ change in circumstances process and with pre-registration & development. As a further support to services Roscommon CCC further are to engage with the Local Co. Council regarding the UDG in supporting new childcare providers.

Tusla's Quality and Regulatory Framework eLearning programme was launched in October 2020. This eLearning programme was developed following consultation with the early year's sector in relation to the supports identified to support compliance with the Childcare Act 1991 (Early Years Services) Regulations 2016. The Quality and Regulatory Framework eLearning programme is an additional support to the Quality and Regulatory Framework document, which has been circulated to the sector. The programme also supports the Guidelines to Developing Policies and Procedures in Early Childhood Education and Care Settings a Practical Guide.

Roscommon CCC completed this eLearning programme to further support the early year's providers in the County and to support potential providers.

**Early Years Inspectorate support:** Due to covid 19 -From October 12, Early Years Inspectors contacted the registered provider or person in charge in advance of the on-site inspection and provided them with an opportunity to submit the required documentation prior to going on-site. The registered provider was not informed of the date of the onsite component of the inspection. Services were required to submit Policies & procedures to inspector prior to onsite inspection. Roscommon CCC continued to support providers with Early Years Inspectorate inspections & Covid compliance inspection requirements.



Roscommon CCC supported existing School Age childcare & Early Learning and Care services.

- **ALL existing ELC and SAC services were supported with Quality Regulatory Framework (QRF), Departement of Education and Skills (DES), Early Years Education Inspection (EYEI) Framework and Universal Design Guidelines (UDG) .**

Standalone school aged childcare services received support.

- Support included information and policies and procedures support.

2 Early Learning and Care were supported in relation to engaging with CAPA process post inspection

- Roscommon CCC participated in the North West Tusla Pilot Project. During the covid-19 closure, Roscommon CCC received no new CAPAs.

**ELC/SAC** services were supported in relation to Child Safeguarding Statements, compliant management and management of Tusla registration conditions

- Support included one to one, email, letter, phone and bulletin support.

Covid 19 support to services

- As part of the COVID19 TWSCS emergency period many practitioners had an opportunity to undertake online training or development activities to help them meet the demands of their professional roles. This measure was announced following the Covid-19 pandemic.
- Roscommon CCC supported services in relation to the re-opening of their services from June 29th 2020, by signposting services to the First Five website.

### **Roscommon CCC supporting potential ELC services.**

9 potential ELC services were supported with QRF

9 potential ELC services were supported with DES

7 potential ELC services were supported with UDG

Due to Covid-19, One ELC service progressed to predevelopment and then opened in September 2020.

## Roscommon CCC supporting potential School Age Childcare (SAC) services

7 potential SAC services were supported with QRF

5 potential SAC services were supported with DES

4 potential SAC services were supported with UDG

*Below are examples of social media posts on Roscommon CCC Facebook signposting of resources.*

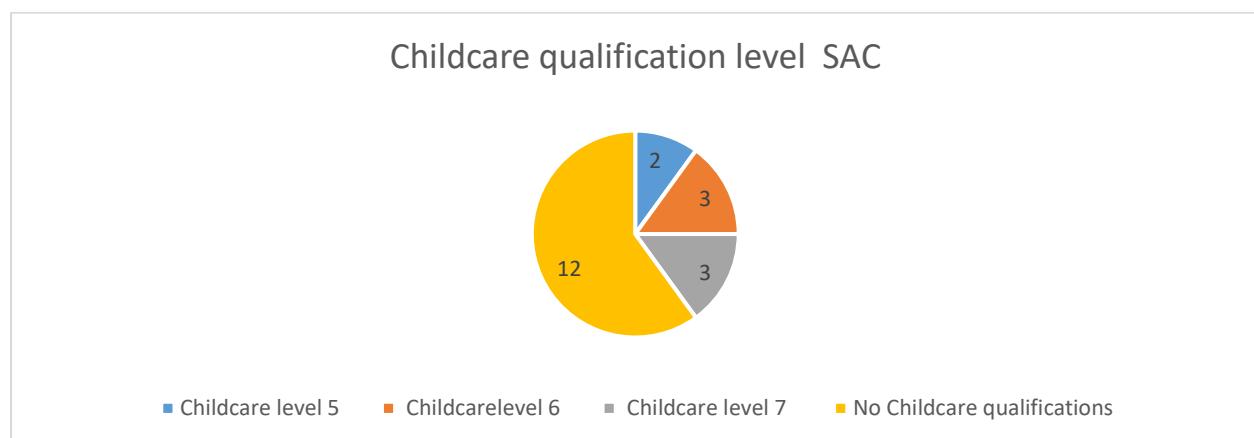


|  |  |
|--|--|
| What highlights or particular successes have been achieved in the reporting period?                          | <i>Increased engagement with services and start-ups. Additional supports to providers especially regarding reopening supports &amp; concerns relating to Covid 19.</i>   |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?          | <i>Yes, however as with all objectives the actions &amp; requirements were affected by COVID 19, resulted in individual level of supports being given to meet the increased demand of the Childcare Sector in County Roscommon. Covid 19 reopening support was an increased action under the plan which required Roscommon CCC to be innovative in providing the appropriate supports to services. .</i> |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions                 | <i>Services rely on Roscommon CCC to signpost and clarify national guidance. E.G. QRF, programme rules, announcements etc.</i>   |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe. | <i>First 5 guidance<br/>Tusla<br/>Pobal/DCEDIY</i>   |

## **Roscommon County Childcare Committee CLG Supporting Standalone School Aged Childcare Services (SAC).**

During 2020 Roscommon CCC supported 9 SAC stand- alone services in Roscommon and a further 27 ELC services offering an SAC service were also supported. Supports included reopening, Covid 19 grant applications, Pods and National guidance for ELC and SAC services. SAC services received one to one support with policies and procedures. Social media was updated on regular basis with all new guidance as it became available in relation to SAC.

Roscommon CCC contacted stand-alone SAC services to confirm staff qualification levels on the QQI framework. **The graph below displays the qualification level as of November 2020.**

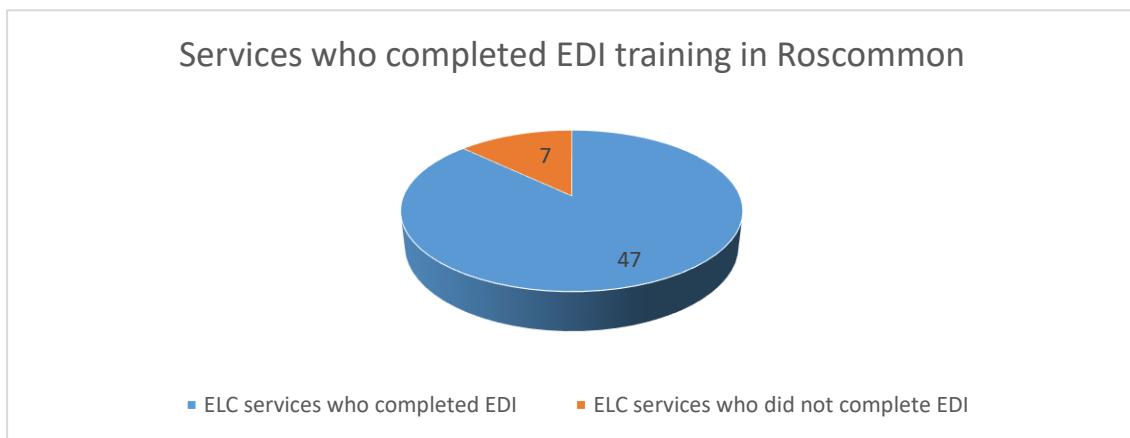


Source Roscommon CCC 2020



### **Equality Diversity Inclusion charter**

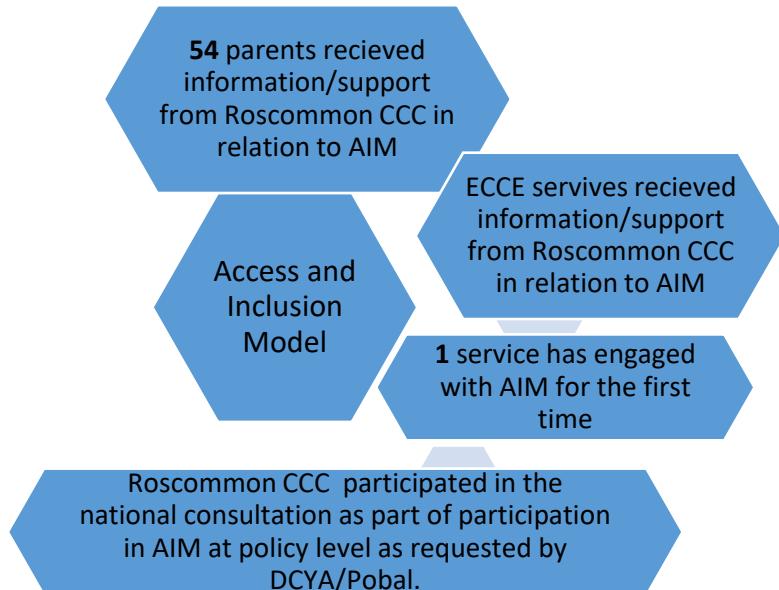
Roscommon CCC were contracted to deliver one EDI training course in 2020. This EDI training course was advertised in January 2020. There was very little uptake on the course, so it was advertised again in February 2020. In March 2020, all training was postponed due to Covid 19. In Roscommon 47 early years services have completed EDI training by the end of 2019.



It is envisaged this training will recommence in 2021 as there has been a significant staff movement in the early years sector in 2020.



## Access and Inclusion Model (AIM)



*Above: Examples of social media posts published on Roscommon CCC Facebook*

Roscommon childcare services were kept updated on developments through phone, social media, and e mail. Roscommon CCC continued to support parents with their queries and with information & accessing the AIM model.

Throughout 2020 Roscommon CCC has given one to one phone support to 54 individual parents. There was a lot of confusion among parents due to the Covid 19 closures. Parents were unsure if their child could attend ECCE for a further year. They also had difficulty with services availing of EWSS instead of Aim level 7. Social media posts in relation to AIM also supported Parent's media in 2020. Roscommon CCC supported parents and service providers in providing tailored support for an AIM place for a child.

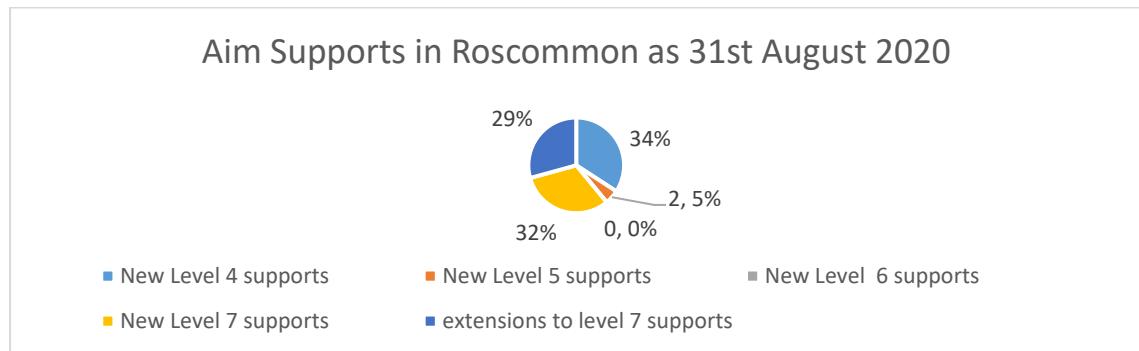
Roscommon CCC supported ELC services in Roscommon with AIM information and in particular with AIM level 4 and level 7 applications. There was a lot of confusion among services regarding AIM level 7 supports and EWSS funding. Services were unsure if they opted for EWSS funding which was due to end in March 2021, what their position would be in relation to the additional staff member to support a child with additional needs. Roscommon CCC brought this issue to national level and had it clarified. Roscommon CCC were then in a position to disseminate this information to providers. All ELC services were disseminated the AIM rules and supported with their implementation.

Roscommon CCC have 9 stand-alone SAC services which would also benefit from EDI training. The role of the inclusion officer was also posted on Roscommon CCC website and social media for services information purpose.

Roscommon CCC supported existing services and pre-development services with information and links to universal guidelines.

Roscommon CCC gave one to one phone support to services when applying for the LINC higher capitation on the NCS portal. To date 50 ELC services in Roscommon have participated in the LINC training programme.

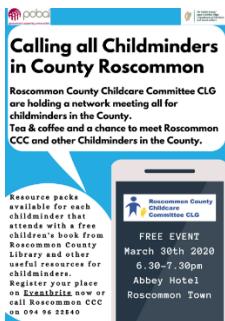
#### **Better Start Supports in Roscommon under Access and Inclusion Model (AIM)**



**Source Better Start Inclusion Team 2020**

Roscommon CCC attended one policy consultation workshop on the design and improvements of the EDI training. Roscommon CCC also contacted our services, 2 full day care services participated in the consultation process online.

|  |   |
|--|---|
| What highlights or successes have been achieved in the reporting period?                                     | <i>Parents and services were kept updated on developments throughout 2020. Increased engagement with parents was experienced by Roscommon CCC. ELC providers actively engaged with Roscommon CCC on AIM supports and rules throughout the year. Updates were included in the weekly bulletin and social media during service closure periods.</i> |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?          | <i>Yes</i>  |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions                 | <i>Parents contacted Roscommon CCC directly for information and support.</i>  |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe. | <i>Better Start DCEDIY</i>  |
| What challenges faced the CCC in delivering these actions?   | <i>EDI training was postponed due to Covid-19.</i>  |



## Roscommon CCC supporting Childminding Action Plan

Roscommon CCC and the Regional Childminding Development Officer liaised on the action plan. Roscommon CCC had planned to host the 1<sup>st</sup> childminding network meeting in March 2020, however, due to Covid-19 the event was postponed.

Roscommon CCC continued to support childminders in the county. Roscommon CCC worked on a low base of known childminders in the county, however, with the introduction of the re-opening support grant as well as the childminding developing grant Roscommon CCC engaged with childminders and received 3 updated voluntary notifications. There are currently 5 childminders known to Roscommon CCC. 4 childminders have voluntary notified to Roscommon CCC and 1 Tusla registered children is also supported.

Roscommon CCC worked alongside the regional childminding development officer to promote the Childminding action plan. Roscommon CCC supported childminders to access information and literary support on childminder focused areas.

Roscommon CCC also updated our website with a separate section for childminders. Updated information and guidance are now available on this section of the website for pre-development childminders and established childminders. Roscommon CCC look forward to further supporting childminders in 2021.

### Childminding Development and Reopening Support Grants

**€3,000 in Childminding Development Grant was allocated to 3 Voluntary Notified Childminders in County Roscommon.**

**€4000 in The Childminding Reopening support Grant was allocated to 4 Childminders in County Roscommon**

- A total of **€7000** in funding was allocated between 4 childminders in County Roscommon in 2020.

Below is an extract from 1 childminder who received both the Covid-19 reopening support grant and the Childminding Development Grant to support their business in 2020:

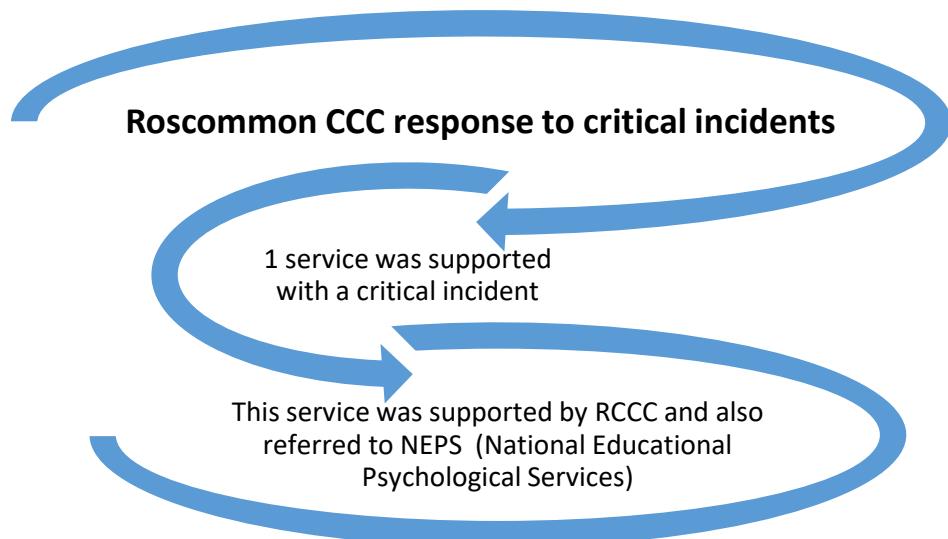
*'I spent the re-opening grant on new linoleum for the playroom. I had carpet there and removed it for ease of cleaning in line with the Covid reopening guidelines. . . I am currently in the process of getting an awning over the outside patio area and will use the development grant to help with the cost of this. Again, this is in line with the recommendation to have the children outdoors as much as possible'. Roscommon Childminder*

Roscommon CCC supported one predevelopment childminder in setting up their childcare business. Roscommon CCC engaged with the predevelopment service however childminder has not moved to the next phase of setting up their own business.

What highlights or particular successes have been achieved in the reporting period?

*The two Grants that were made available this year have helped Roscommon CCC to further engage with Childminders in the county.*

|  |   |
|--|---|
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?          | <i>Due to Covid-19, some network events within this action were put on hold. Roscommon CCC engaged with childminders online and through 1:1 phone support.</i>  |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions                 | <i>Roscommon CCC is working from a small base of childminders in the county however, engagement is progressing with childminders as a result of Covid-19 and Childminding development grant supports.</i> |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe. | <i>Roscommon CCC has collaborated with the Regional Childminding Developing Officer. DCEDIY CCI</i>   |
| What challenges faced the CCC in delivering these actions?   | <i>Onsite engagement was restricted due to Covid-19.</i>  |



Due to Covid-19 all ELC and SAC services closed suddenly, this was classified as a critical incident for them. Roscommon CCC supported services during the Covid-19 period. Support included email, weekly bulletins, social media and one to one phone/ video conferencing support.

Let's talk about early learning and care and school-age childcare



Roscommon Childcare Committee invites you to register with other colleagues in the county to talk about our future workforce and our future childcare needs. 24th March 2020, 6.30pm-9.30pm, Hamers Hotel, Roscommon town. On-line registration is required. This meeting is part of a nationwide consultation that is taking place about the significant developments being proposed in our early learning and care and school age childcare sectors. This is the first of the ten year whole-of-Government Strategy for Babies, Young Children and their Families.

Everyone who works with or for children, including early learning and care and/or school-age childcare service would be really welcome – your voice here on these important issues.

Please register earlier and to reserve a place

<https://www.eventbrite.ie/e/566733>

There will also be a chance to have your say through an online survey and call for submissions in April. More details to follow.

### Roscommon CCC consultation with the sector at county level on issues relating to Workforce Development.

Roscommon CCC looked forward to holding the consultation event on March 24<sup>th</sup> in Roscommon town. Roscommon CCC staff received train the trainer support prior to the event. The event was postponed due to covid-19 and took place online through Gov.ie consultations. Roscommon CCC supported the consultation which took place online through sharing the event on all social media platforms. The consultation was broken into four categories. These were: 1. Workforce Development Plan and the new Funding Model, 2. A series of joint information webinars the Workforce Development Plan and the new Funding Model. 3. An Ipsos MRBI survey of households with children under 15. 4. A series of thematic online consultation events with providers, practitioners and other

stakeholders took place over two weeks. These consultations were followed by a series of online consultation events with parents. Roscommon CCC look forward to the results of the consultation.

|   |   |
|---|---|
| What highlights or particular successes have been achieved in the reporting period? | <i>Roscommon CCC did not deliver the consultation due to covid-19 restrictions, however, the online events delivered by DCEDIY were advertised and signposted on Roscommon CCC social media, bulletin, and website.</i> |
|---|---|

## 9. Roscommon CCC supporting DCEDIY operations and Communications Unit

Roscommon CCC website had **32,489** visitors

Roscommon CCC distributed **39** bulletins to ELC/SAC services and childminders.

Visitors to the Roscommon CCC website increased in 2020. This increase supported the social media strategy that Roscommon CCC implemented. Roscommon CCC launched Instagram and Twitter pages in 2020. Roscommon CCC in collaboration with DCEDIY have reposted first five media posts to raise awareness of the government policy on first five and these posts proved popular.

Challenges faced by Roscommon CCC: Broadband is poor in a number of rural locations in Co. Roscommon therefore challenges were experienced when working with some services through virtual meetings. Services found it a challenge to absorb and implement the amount of information required under TWSCS and reopening. Due to Covid-19 which was unprecedented the CCCs SOW did not go ahead as planned in some areas as other Covid-19 actions which DCYA directed CCCs on had to take priority.



### Roscommon CCC supporting Parents.

Parents received information and support from Roscommon CCC. Face to face support has decreased due to Covid-19. Roscommon CCC supported parents to access childcare that was convenient and local to them. Roscommon CCC also supported parents with childcare queries and advised them on childcare funding programme rules. Roscommon CCC signposted parents to official the Department of Children, Equality, Diversity, Inclusion and Youth (DCEDIY)/Pobal communications where possible. Social media posts, such as 'Ask the Team' also supported parents with queries which have proved popular. Signposting to other local organisations such as Tusla and the Family Resource Centres (FRCs) was a feature of collaboration at local level.

Roscommon CCC provided additional support to parents especially regarding the verifying of MyGovID id, due to the COVID-19 pandemic, the Department of Social Protection (DEASP) temporarily suspended their online booking system for PSC appointments. Roscommon CCC made referrals to the parent information centre, but lack of response meant parents were supported by the CDO team.

From September 2020, the maximum number of subsidised hours available to families increased from 40 to 45 hours per week. In addition to these 5 hours, the maximum “wraparound” hours for primary school children increased by one additional hour. Roscommon CCC shared this information through social media posts & website & bulletin to providers. One to one support was given to parents, main issues appeared to be regarding amending hours on the HIVE and renewing applications. Roscommon CCC signposted parents to the parents supports centre for further technical assistance as required.

Roscommon CCC posted on Facebook, signposted links to NSAI activities and also to other websites for parents to access information on play and supporting their child's development. Roscommon CCC also published the link to the First 5 and the activities associated with this strategy.

<https://www.roscommonchildcare.ie/lets-play-ireland/?fbclid=IwAR2eK60rBVuxPBhkgOrmODJ4jnHcvBD2PIM1QwpYBDv5GKEClhG096NSyCU>



**151** parents received information and support in relation to choosing an ELC/SAC service through email, phone and face to face support

Roscommon CCC supported **121** parents in accessing the National Childcare Scheme's online system

Roscommon CCC provided information and support to **273** parents in relation to the rules/ general queries with regards to the national childcare programmes

|  |   |
|--|---|
| What highlights or particular successes have been achieved in the reporting period?                          | <i>Roscommon CCC team supported parents to apply for and understand the National Childcare Programmes available to them. Much of the support was completed over the phone on a one-to-one basis due to Covid-19</i> |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?          | Yes   |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions                 | <i>Roscommon CCC supported and signposts parents to avail of the National Childcare programmes and supports.</i>  |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe. | <i>DCEDIY/Pobal<br/>CYPSC<br/>Tusla<br/>Roscommon County Council</i>  |



## Parent and Toddler initiative 2020

9 parent and toddler groups submitted applications for the Parent and Toddler Group Grant Application process 2020. Due to Covid-19, this action was placed on pause until Q3. Following the return of grant agreements Roscommon CCC allocated **€4,750** in funding to 8 groups.

One new group in the county was set up and was allocated €1000. Groups spend their funding on rent/insurance/supplies/activities and equipment.

As part of the changes to the grant this year, Roscommon CCC made changes to the groups grant agreements. An additional line requiring the group to commit to the changes made in the self-declaration was added. Due to covid-19, support calls rather than support visits were conducted during the months of September and October.

|  |   |
|--|---|
| What highlights or particular successes have been achieved in the reporting period?                          | <i>Roscommon CCC completed this action in October 2020.</i>   |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?          | <i>Yes</i>  |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions                 | <i>8 groups continued with their applications following covid-19. Roscommon CCC welcomed DCEDIY's decision to allow groups to apportion their grant towards rent and insurance.</i> |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe. | <i>Pobal/DCEDIY</i>   |



## 10. Roscommon CCC supporting the National Childcare Scheme

### Covid19 supports:

During Covid-19, Roscommon CCC supported services to make applications for the TWSCS on the early year's hive/ portal. The application process for Phase 2 comprised of an application form for providers available to complete and submit on the Early Years Hive. This application process went live in May 2020.

### Onboarding & recontacting supports:

Support was provided to services regarding the information required to have an account set up on the Hive and the need to use their username and password to log in and accessing forms.

Due to ECCE on boarding to hive for 2020 -2021 programme year, RCCC team where required to give increased support to providers. Access to a training platform, which differed from provider's platform, required the CDO team to follow up on the registration/ on boarding with providers.

Before Covid 19 this support would have been through training events with providers which would also highlight the difficulties services were encountering with the on boarding process.

The transfer of ECCE to the Hive also required additional supports for ECCE only providers, who had not availed of training in the previous year (2019) regarding the launch & requirements for on boarding to HIVE & training on NCS.

To support providers within the county additional phone/ MS Teams support was given, especially as full day care services were also reopening after being closed due to Covid 19 restrictions.

Reopening supports for reregistering children and amending registrations pre Covid closures displayed the pressures in not being able to deliver on site support to providers.

With all that was required regarding registrations/ TWSS & EWSS / on boarding for ECCE / Capital grant & RSP applications, additional requirements of knowledge where key to the guidance by the team to providers regarding every query & level of support. The dates of on boarding etc. also required RCCC team to contact services who were not due to reopen until mid-August 2020.

Roscommon CCC supported & guided our providers on the NCS portal & Hive.

#### **ELC & SAC COVID-19 Sustainability Support Fund:**

As part of the July Stimulus Funding Package for Early Learning and Care (ELC) and School-Age Childcare (SAC), the DCEDIY launched the ELC & SAC COVID-19 Sustainability Support Fund. The Application Form, Workbook, and Applicant Guidelines for the ELC & SAC COVID-19 Sustainability Support Fund were made available on the Hive for providers. Support for Service Providers in relation to the completion of the Application Form and Workbook was available via Roscommon CCC. RCCC provided a workshop for providers on the application process, this was attended by 3 community providers. Closing date for applications was the 20th of October 2020 @5pm. This was extended to allow services additional time to apply. This funding was accessible to providers (not-for-profit and for-profit) who could demonstrate that the other measures available as part of the July Stimulus Package were not sufficient by themselves to enable viable operations of their business.

#### **Higher Capitation support ECCE services:**

Roscommon CCC received additional calls from providers regarding the Higher Capitation application process, additional support was provided in this area, however the support required was time consuming due to the ccc view & provider view were contradictory.

#### **Linc & Hive:**

Further support was provided regarding the application process for all qualified LINC Co-Ordinators on the Hive. Applications received by 31st October 2020 were provided with the additional capacitation. Applicants were encouraged to apply early, as late applications were not backdated.

#### **Sponsor Bodies Support:**

In September 2020 Roscommon CCC where informed by HSE (Roscommon) that the public health nurse (PHN) would not be submitting sponsor referrals until appropriate training around the process was given. Roscommon CCC collaborated with Pobal and Tusla in the provision of training regarding sponsor referral training.

#### **Support to parents during Covid:**

Roscommon CCC provided additional support to parents especially regarding the verifying of MyGovID id, due to the COVID-19 pandemic, DEASP had suspended their online booking system for PSC appointments. Parents were signposted by Roscommon CCC to the parent information centre for further technical support.



Information and assistance to ELC/SAC services in relation to the National Childcare Scheme (NCS) Portal

- All ELC/SAC services received information in relation to the NCS Portal.

1:1 assistance to early learning and care and School Aged Childcare services in relation to accessing the National Childcare Scheme online Portal

- Roscommon CCC supported all ELC/SAC services through telephone and email support.

Assist and Support ELC/SAC services by providing information in relation to 'sponsor' arrangements under the National Childcare Scheme

- 3 services were supported.
- Early years' service was supported regarding a referral from Public Health nurse, service manager directed to Child & family Agency for referral to be made through social worker as Designated person.

Roscommon County Childcare Committee CLG  
24 February 2020

Ask the team

**Roscommon County Childcare Committee CLG**

**Ask the team**

**Question:** I would like to appeal my NCS CHICK, How can I appeal?

**Answer:** Parents can appeal their NCS Chick by downloading and filling out the NCS Appeal Form. Then, upload the form via the Queries function of the Parent Portal. This form must include your reason(s) and all relevant information. An appeal must be made within 30 working days of the date of the review decision. For more information please see [www.ncs.gov.ie](http://www.ncs.gov.ie) or contact our team on 094 96 22540.

**Challenges faced by Roscommon CCC:** The re-registration of chicks when services returned posed as a challenge. RCCC also experienced a technical challenge as the training portal was different to provider's portal. Some services found moving to the Hive challenging. RCCC factored this demand into Q3/4 work plans.

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| What highlights or particular successes have been achieved in the reporting period?                 | <i>Increased engagement from providers with Roscommon CCC –supports with transitioning &amp; on boarding.</i> |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale? | <i>Yes- however training /support was given over the phone/ one –one post Covid restrictions decreased.</i>   |

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|  | <i>Roadshows did not roll this year due to Covid 19, which resulted in increased parent supports &amp; information sharing by RCCC</i>   |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions   | <i>Lack of access to the HIVE made it difficult in some areas of supporting providers especially with on boarding &amp; contract activation.</i>   |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe.<br><br>What challenges faced the CCC in delivering these actions? | <i>Pobal – training/ information support for providers through MS teams.</i><br><br><i>Lack of access to providers Hive – updated with information.</i><br><br><i>Facilitating supports with providers- time constraints</i> |



### • Roscommon CCC support to ELC/SAC services in relation to Pobal Implementation Platform (PIP)

- ELC/SAC services were provided with general supports in relation to the National Childcare Programmes, including Primary Authorised User (PAU) support and PIP support
- 8 minimum exemption requests were submitted to DCEDIY and granted.
- 125 Training and Employment Childcare (TEC) places were allocated and registered.

Roscommon CCC supported ELC and SAC providers through email, telephone and on a one-to-one basis to support them in the navigation of the PIP portal. Social media posts such as 'Ask the Team' further support services in relation to minimum exemption requests and PIP navigation. TEC closing dates and updates were published on Roscommon CCC website and Facebook as well as in the weekly bulletin. The programme closed for 2019/2020 applications during quarter 1 on February 14<sup>th</sup>. Due to Covid-19, Programme support decreased as the programmes were paused during the pandemic. Roscommon CCC supported services in relation to PAU support to set up the Early years Hive for their service to take part in the TWSCS. Roscommon CCC supported services during the reopening period in relation to PIP navigation and the 2020/2021 programme year.

Roscommon CCC have supported all ELC/SAC childcare services with CCSP & TEC saver rules, fee policies and contracts throughout 2020. One service received support on accessing (PAU) and navigating their PIP portal due to loss of login details and change of VMC. Services were kept updated on PIP announcements, guides and programme rules through social media, bulletin, and phone and e mail.

|                   |   |
|-------------------|---|
| <u>Challenge:</u> | Services have expressed concern about having to use 2 separate portals and trying to remember the different process on each portal. |
| <u>Solution:</u>  | Move all childcare programmes to NCS portal as it would be easier for services to have only one portal to navigate.                 |



**38** services supported in relation to CCSP & TEC fees lists. 32 services had their fee policies queried with 12 of them being queried on a second occasion. There were 115 CCSP & TEC fee lists approved on PIP.

**30** ECCE fee lists were submitted to Roscommon CCC for checking. Of these 29 were queried with only 1 private provider having their fee list approved first time.

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|  | <b>Common Errors in Fees Lists Checked:</b> <ul style="list-style-type: none"> <li>• Have not included no deposits or discounts.</li> <li>• Calculations on ECCE subvention have not allowed for reduced subvention for reduced days e.g. child attending 3 days and services allowing €64.50 instead of €38.70.</li> <li>• Not having prices in for optional extras</li> <li>• Not having all sessions included e.g. full &amp; part time rate</li> <li>• Different prices for same number of hours e.g. am &amp; pm</li> </ul> |
|--|--|

#### Minimum Exemption requests



Roscommon CCC supported **6** services to avail of minimum exemption requests in 2020. The rules were changed from the service provider submitting them, to Roscommon CCC submitting the request on behalf of the service. Roscommon CCC submitted 8 minimum requests on behalf of 6 services. Some services were required to resubmit requests.

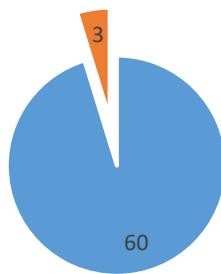
#### Roscommon CCC supporting ELC & SAC service to make applications to the Capital grant programme 2020

Roscommon CCC provided **61** ELC/SAC services with 'how to' guides and information packs for the Capital programme 2020

**3** one to one information events were delivered by Roscommon CCC

**This year's capital grant programme was postponed during Covid-19 and renamed Covid-19 reopening support and was available to all ELC/SAC/Childminders that reopened following the pandemic.**

## Reopening Support Grant



■ RSG applications ■ Not eligible

**3 services in Roscommon were not eligible as they did not have children registered on any DCEDIY programme.**

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| What highlights or particular successes have been achieved in the reporting period?                          | <i>Roscommon CCC supported services in Roscommon to apply for the reopening support grant and the Covid 19 Capital funding programmes</i> |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?          | <i>Yes</i>  |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions                 | <i>Services contacted Roscommon CCC for additional assistance with completing the applications.</i>                                       |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe. | <i>Pobal<br/>CCI</i>  |
| What challenges faced the CCC in delivering these actions?   | <i>Online phone and e mail support to services due to Covid 19 restrictions<br/>Roscommon CCC do not have full access to hive</i>         |

**Roscommon CCC supporting participation by Early Learning and Care services in the annual sector profile.**

Roscommon CCC promoted the completion of the survey and encouraged services to complete their profile before the closing date. Roscommon CCC supported Pobal by contacting a list of services that had not completed the survey. Roscommon CCC await the results of the profile.

Q.7 How will revisions to this question benefit the Early Learning and Care and School-Age Childcare sector?

Through the inclusion of a comment box, it allows childcare staff to raise ongoing concerns and highlight supports that are required.



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| What highlights or successes have been achieved in the reporting period?                                     | <i>Roscommon CCC supported and signposted ELC/SAC services to complete the profile.</i> |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?          | Yes   |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe. | <i>DCEDIY<br/>Roscommon CCC made follow up calls to services on behalf of DCEDIY</i>    |



Roscommon County Childcare Committee CLG
24 April at 16:27
...

**SUPPORTS FOR PARENTS-Let's Play Ireland**

A number of supports for parents were launched today by the Department of Children and Youth Affairs.

A key element of that support comes under First 5, the Government's strategy for babies, young children and their families, and includes play and learning resources for children under 6.... [See more](#)

**GOV.IE**  
**Gov.ie - Let's Play Ireland**

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**380**  
People reached

**19**  
Engagements

**Boost Post**

Aine McMorrow and Josephine Hourigan

2 shares

## 11. Roscommon CCC supporting the National Síolta Aistear Initiative

Roscommon CCC delivered 1 NSAI introductory workshop in 2020. There were 18 participants from 2 separate services. Both services who attended had signed up to the Aistear & Play workshops with the better Start Team.

The evaluations on the workshop were quite critical as the participants felt the workshop content was very basic. This information was conveyed to the national Síolta co-ordinator in the NSAI trainer evaluation form. 9 participants stated they were only attending the workshop as it was a requirement of the service prior to participating in the Aistear & play workshops.

1 report compiled and submitted to NSAI on possible ways of delivering workshops going forward.

1 Trainer evaluation form submitted to NSAI.

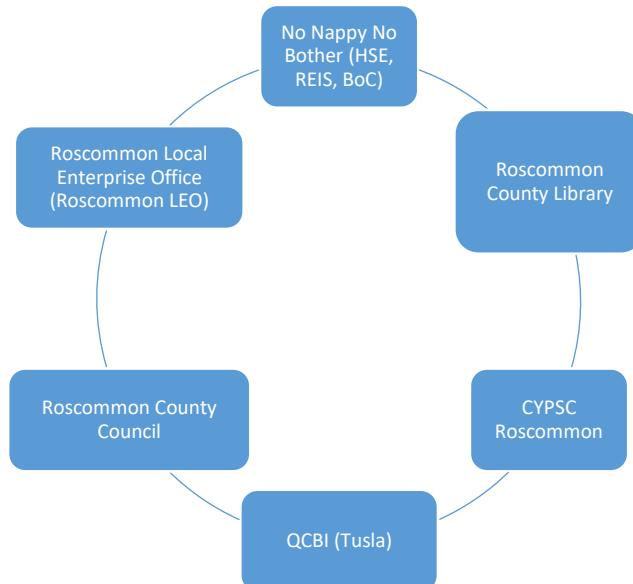
18 participant evaluation form submitted to NSAI.

1 invoice and 1 progress report submitted to NSAI.

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| What highlights or particular successes have been achieved in the reporting period?                          | <i>NSAI training well attended</i>   |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?          | Yes  |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions                 | <i>This training would be better if there were different levels for the different stages people are currently implementing in their practice</i> |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe. | <i>Collaborated with NSAI national co Ordinator.</i>   |

## 12. Roscommon CCC supporting Local and National initiatives

Examples of initiatives Roscommon CCC are involved with:



### Roscommon CCC supporting Healthy Ireland Smart Start Programme

Roscommon CCC has shared and scheduled **16** posts to promote the Healthy Ireland Smart Start programme to services through the medium of Facebook and Roscommon CCC website.



#### Roscommon County Council

Roscommon CCC collaborated with Roscommon County Council to deliver Roscommon County Playday 2020.



#### CYPSC

##### Physical Activity Mental Wellbeing Project

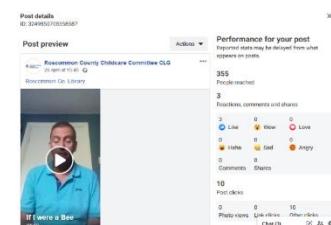
Roscommon CCC worked closely with CYPSC in disseminating information regarding this project. Roscommon CCC encouraged childcare services to become involved and have contributed to the development of this project.

#### No nappy no bother initiative

Roscommon CCC collaborated with HSE, Brothers of charity services Roscommon (BOC) and Roscommon Early Intervention Service (REIS) to deliver a training programme to staff of childcare services and parents to assist children with toilet training. The local collaborative has run through 2018 and 2019 and continued in 2020. The first 2020 training date was proposed to be April 27<sup>th</sup>, 2020, this training has been cancelled due to the Covid-19 outbreak. There were 10 interactions regarding this collaborative action.

#### Roscommon County Library- Lifelong reading

Roscommon CCC continued the collaboration with Roscommon Library in relation to 'lifelong reading' for parent and toddler groups. The initiative moved to childminders as the library donated books to Roscommon CCC for childminders networking events.



To celebrate World book day, Roscommon CCC collaborated with Roscommon County Library to give away three €10 book vouchers. Entry to the competition ensured that participants followed Roscommon CCC on Facebook and were members of the library. The competition was completed on Roscommon CCC Facebook. Three winners were sent the book vouchers. During Covid-19, Roscommon CCC shared posts from Roscommon Co. Library to engage parents with the services of the library. Roscommon County Childcare Committee CLG collaborated with Roscommon County Library during National Playday in July 2020 and early literacy was supported through play.

 **Roscommon LEO**  
Oifig Fiontais Áitiúil  
Local Enterprise Office  
Roscommon

**Sole traders/small businesses/ owners Initiative**

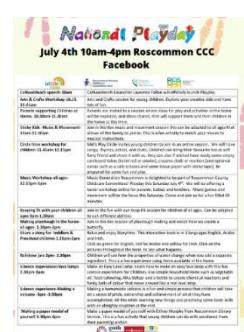
Roscommon CCC collaborated with Roscommon LEO to provide business supports to childcare services during Cov-19. A package was made available to private providers who were sole traders/small businesses/ owners who wished to avail of additional accountancy advice as they navigated the challenging times during covid.

Roscommon CCC promoted the Covid-restart fund on social media, in our weekly bulletin and through support interactions with services. Roscommon CCC liaised with [Roscommon County Council](#) on the matter of rates for the sector encouraging eligible services to apply for the grant.



 **Music Generation**  **gretb**  
**GRETB- Music Generation**

Roscommon County childcare Committee Colloborated with Music Generation during Playday 2020 and collaborated on the music generation plan for county Roscommon in relation to the early years element.



**Roscommon County Playday 2020**

This year due to Covid-19 Roscommon's County Play day was coordinated by Roscommon County Childcare Committee in partnership with Roscommon County Council through an online event held on July 4<sup>th</sup> 2020.

This years event was hosted online with local agencies such as GRETB- Music Generation, Roscommon County Library and Roscommon Sports Partnership colloborating.

Roscommon Play day incorporated the theme of Playful communities, Playful homes throughout the day through a variety of workshops for different age groups. The variety of workshops offered were suitable for a range of different ages and stages of development in childhood with local agencies such as GRETB- Music Generation, Roscommon County Library and

Roscommon Sports Partnership collaborating. Different age groups were targeted throughout the day and activities could be modified to suit different age groups.

Parental participation was encouraged throughout the different activities. There was also a supporting parent's workshop which included activities in the home that parents could engage in with their children. This helped emphasise the importance of play and parental involvement in playful activities. The online competition offered family vouchers to outdoor recreational facilities in county Roscommon further promoting play as a family and community event.

Overall Roscommon County Play day provided an opportunity for children and families to participate jointly in the numerous online activities. There were **2932 participants** over **14 online events**.

### **Ballaghaderreen Early Years Services Report**

With the closure of the local community childcare facility on GRETB grounds, a gap in provision was identified within the Ballaghaderreen area for early year's provision. An independent report was commissioned on behalf of a local management committee comprising of Roscommon County Childcare Committee, Roscommon LEADER Partnership Company CLG and TUSLA and undertaken by Meehan & Tully regarding the future provision of an early year's service, specifically focusing on the needs of refugees within the community and those accommodated by the Emergency Reception and Orientation Centre (EROC). The aim of the report was to provide the management committee with information regarding the potential need and demand for an early years and family support service in Ballaghaderreen, Co. Roscommon. The report indicated the current level of early years' service provision within Ballaghaderreen, and whether such a level of provision is adequate for the needs of a town, and catchment area, of the size of Ballaghaderreen, having consideration for the specific needs of the local community, and based upon the demographics of the population and the potential client base.

The findings and recommendations within the report will support the local management committee in identifying possible solutions for future provision within Ballaghaderreen town and area. The report found that despite having a population of 1,808 in Ballaghaderreen town, with 2,106 people living in the wider catchment area, there is only one other early childcare facility of a similar nature to The Growing Tree within a 6km radius of the town. A survey of over 127 parents has indicated strong support and demand for an early year's childcare facility, focusing particularly on ECCE, SAC and full day care. The survey indicates that, over the coming years, SAC will become even more popular among parents. The size of the catchment area, and lack of early years services, as well as the numbers using services outside of the catchment area, indicates that the demand for early years will exceed current capacity in the short to medium term and that this may be addressed by an expansion of the Growing Tree and/ or a re-opening of the recently closed community service, i.e. Early Learners Ballaghaderreen. Roscommon CCC is leading the work on expanding parental choice regarding early learning and care provision within Ballaghaderreen and are actively working in partnership with GRETB to progress plans for the reopening of a service recently closed within a modular building on GRETB grounds in Ballaghaderreen. A tender process for provision of such a service is the next stage with the hope of having a preschool and afterschool service up and running in 2021 on the GRETB site. This will complement the expansion of The Growing Tree service in the Shambles Ballaghaderreen and provide additional capacity for childcare places in Ballaghaderreen.

## **DCEDIY/DOJ Business Case - Supporting refugee children & families in EROC**

### **Ballaghaderreen incl. set up and expansion of 'The Growing Tree' childcare service to move to purpose childcare facility offsite.**

Through funding received from DCEDIY, Roscommon CCC provided coordination on the set up, development and progress of The Growing Tree to include plans for a new purpose build facility to cater for approx. 56 children. Liaison continues with engineer, planning, and management committee of Growing Tree, DCEDIY, DJELR and Pobal. An enormous amount of time and effort has gone in to getting this project to successful operational phase by the local management committee (Roscommon CCC/Tusla/Roscommon Leader Partnership) which Roscommon CCC chair. Capital funding is approved by the Department of Justice (DoJ) to Roscommon Leader Partnership for this childcare element of this development in Ballaghaderreen.

It is hoped that this is phase 1 of plans that can be expanded if further funding becomes available and it is also hoped that while the funding from DoJ is for the needs of the refugee children and families that a more inclusive approach can take place for children in the wider Ballaghaderreen population and has been incorporated within the revised refurbishment plans. The capacity will not meet all the current needs but will provide much needed places in the county.

Planning was originally granted for this project on the 06/12/2018. In the time since planning was granted, Roscommon Integrated Development Company has been working with Roscommon CCC to progress the project to construction phase but unfortunately encountered many issues about obtaining appropriate test certifications from manufacturers for the modular log cabin structure.

In March 2020, the interagency management committee made the decision to proceed with planning permission for the refurbishment of a conventional type existing building in The Shambles Ballaghaderreen which had previously been earmarked for childcare but required major refurbishment to bring it up to today's regulation requirements. Revised drawings in which Roscommon County Childcare Committee liaised with the service, engineers and planning department have now been submitted with planning to Roscommon County Council on behalf of The Growing Tree, Roscommon Integrated Development Company Ltd. This support work was carried out by Roscommon CCC through consultation with the engineer with referral to the Universal design guidelines, the Quality Regulatory framework, and the Childcare Regulations 2016. Roscommon CCC advised that Tusla will be responsible for assigning the final number of children which will be registered within the service once the Fit for Purpose inspection is completed.

The benefits of this change in direction means that there will be a permanent type of structure which has better longer-term investment and value for money for the funders (DoJ) as well as being on a site with room for expansion which also houses the local community resource centre and is also adjacent to the family resource centre. These revised plans will allow for more strategic, cohesive long-term planning for the needs of children and families in Ballaghaderreen and have taken in to account the outcome of an independent report commissioned by the local interagency management committee on the future needs of Ballaghaderreen and surrounds.

Throughout 2020 the onsite childcare service in the EROC Ballaghaderreen developed as an integral part of interagency supports providing childcare & family supports to refugee children & families in Ballaghaderreen. Sponsor arrangements were ongoing through the childcare programmes.

The Growing Tree Childcare Service is supported with the National Childcare Sponsor agreement process. Progress reports from Roscommon CCC as the local DCEDIY agent were submitted to DCEDIY.

The Growing tree service reopened for the provision of childcare on the 29/06/2020. RCCC supported the manager regarding re contracting for the DCEDIY funded schemes and assisted with guidance regarding the HIVE & registering children. Approximately 22 children have been attending on a weekly basis which reflects a successful level of engagement with the service & residents.

Service closed for holidays the 1<sup>st</sup> week of August & resumed on the 12<sup>th</sup> of August. Engagement with the families ONSITE was very positive and 3 of the children & their families have transitioned to new communities. Roscommon CCC along with DOJ & service manager supported families with Chicks for new services in their new location. The service continued to have a weekly attendance of up to 23 children in August 2020.

5 families departed the centre to their new homes during August and September 2020. 3 children from the Childcare provision. CHICK numbers were supplied to these parents, with a letter of explanation, in Arabic to support the families with transition.

Planning was approved for the new service provision at the Shambles in Ballaghaderreen. It is proposed it will go to tender and we are awaiting an update on the approval of the funding from the DOJ, due to the amendments to the project and the benefits these amendments have to the project.

***"Advised to make a submission to the management board of our new Dept regarding the revised plan for the childcare facility in Ballaghaderreen. I can make that submission after the transfer of functions order has been signed and our transfer to the new Dept. is formally affected. While we don't have a confirmed date for the transfer, we have been hearing early to mid-September. (DOJ)"***



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| What highlights or particular successes have been achieved in the reporting period?  | <i>Supports objective 4 &amp; 5 – DCEDIYs projects unit -Vulnerable cohorts &amp; sponsor referral process</i>       |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?  | Yes  |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions   | <i>NCS sponsor referral process – notice on child leaving service is not always within the 4-week notice period.</i> |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe.<br>What challenges faced the CCC in delivering these actions? | <i>DCEDIY &amp; DOJ<br/>Notification of Chicks &amp; leaver notice.<br/><br/>Clarity on rules</i>                    |



### **Quality and Capacity Building Initiative (QCBI) - Childcare and me app.**

The aim and feature of the app is to enable users with an information platform on early year's services and family support services county by county throughout Ireland. This project was part of funding received from the Tusla QCBI fund and was supported by the local Tusla family support agency. Roscommon County Childcare Committee worked with the App Design Company on the development of this mobile app. The development of the Childcare & me is app is still progressing towards going live on the play store after final review from Roscommon CCC in liaison with DCEDIY. Roscommon CCC recognise the app

as an important support to the refugee families on transitioning within new communities on departure from the EROC centres. 82 interactions relating to the design of the app have been recorded.

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| What highlights or particular successes have been achieved in the reporting period?                          | <i>The app will be a one stop information conduit for families transitioning within new communities.</i>   |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?          | <i>Yes – Awaiting final drafts of app prior to submission to DCEDIY</i>  |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions                 | <i>Gaps- 1<sup>st</sup> childcare app to be developed in Ireland for this purpose</i>  |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe. | <i>Yes – feedback requested from CCCs nationally.</i>  |
| What challenges faced the CCC in delivering these actions?   | <i>Tusla- required information to be included.</i><br><br><i>Working with app design company on a new development was challenging but the team learned many new skills</i> |



### Childcare Committees Ireland (CCI)

Roscommon CCC is a CCI Member of Area 1 CCI group whose aim is to work effectively and collaboratively in rolling out our annual statement of work and feeding into the overarching national CCI group. Reports were submitted nationally through CCI and collation of Sonra reports as required. CCI meetings including area meetings took place virtually during covid-19 to progress work. Due to Covid-19 CCCs had to respond quickly to the changing landscape and meetings were held electronically to support work plans. The Minister announced a review of national structures including CCCs and this review should be completed in 2021.



### Tusla/CCC CAPA pilot project

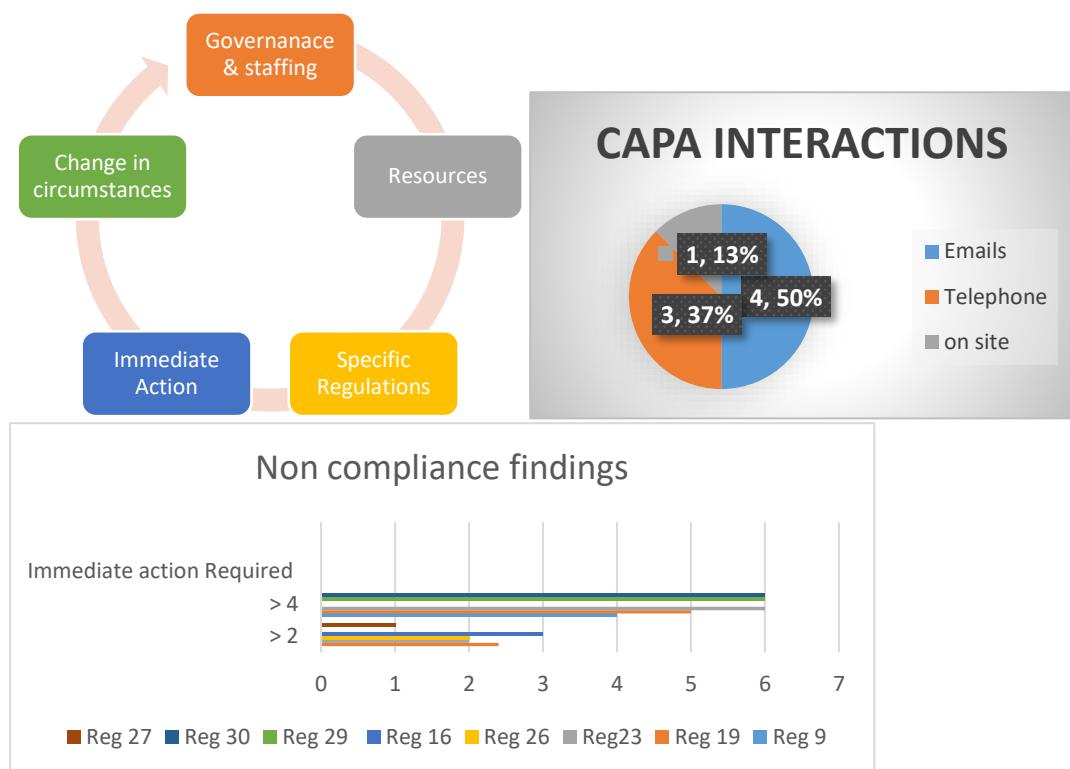
Roscommon CCC participated in the Northwest Tusla /DCEDIY/CCC CAPA pilot project. The national pilot project focused on supporting providers on receipt of a CAPA form received as a result of inspections carried out by Tusla. The CAPA form requires providers to address corrective actions where providers are not compliant with Tusla regulations. As part of the CAPA process, preventative actions must also be addressed. Roscommon CCC was part of the pilot project engaging and liaising with other CCC's in Pilot area 1. The project involved attending meetings/training, engaging with Tusla regional manager and EY Inspectors.

Completion of Phase II of the pilot project re- Fit for Purpose/ Change in circumstances (CIC) and ongoing work with services around CAPA. The aim of the pilot project was to upskill and support CCC staff in the process of meeting Tusla regulations.

During Covid 19 Pilot meetings continued electronically to progress the work. As part of the pilot project, Roscommon CCC liaised with DCEDIY/Tusla in reporting on progress of the national project which officially ended in June 2020. A submission on the benefits of the project being rolled out nationally is underway with DCEDIY/Tusla and the CCCs involved in the pilot.

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| What highlights or particular successes have been | <i>Working with the EYI as a support for providers regarding CAPA process.</i> |
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| achieved in the reporting period?  | <p><i>Further engagement with the services with the inspection process, allowed for service provision to be reviewed and supported by the RCCC.</i></p> <p><i>Further training regarding change of circumstances &amp; fit for purpose inspections.</i></p> <p><i>Engagement with providers supporting policy &amp; procedures.</i></p> |
| Has the CCC achieved its plan for the key actions under this objective, if not provide a rationale?  | <p><i>Yes- pre Covid 19, however further reopening support was required to services in relation to implementing of infection control and supports from June 2020.</i></p>   |
| Comment on any identified patterns trends or gaps relevant to this objective and key actions   | <p><i>Regarding non-compliant issues within services, highlighted a common theme in how the preventative actions were being followed up on. Providers required additional supports with the CAPA documentation and support in addressing the non-compliance.</i></p>  |
| Have you collaborated with other CCCs /Agency in the delivery of these key actions? If yes, please describe.<br><br>What challenges faced the CCC in delivering these actions? | <p><i>Area 1 CCCs – reporting Túsla- Reporting &amp; feedback received.</i></p> <p><i>On-site support required for some services.</i><br/><i>If 2<sup>ND</sup> CAPA required, additional supports were required to providers.</i></p>   |



## Sligo IT Student Placement



Roscommon County Childcare Committee in collaboration with IT Sligo facilitated one Early Childhood Care and Education third year student placement. Due to Covid-19, the placement was completed early. Throughout the student's placement a broad range of skills and knowledge were gained through the work completed.

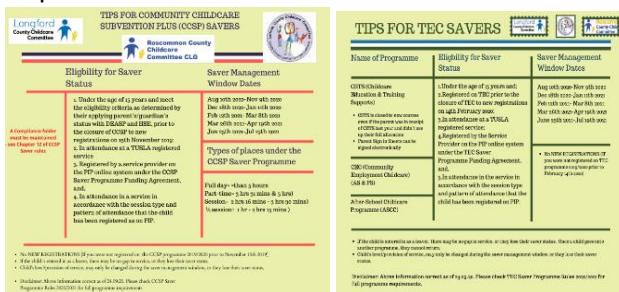
## Roscommon County Council refugee interagency group



Roscommon CCC is a member of the Roscommon County Council refugee interagency group.

## Useful Tips TEC/CCSP sheets – Roscommon, Leitrim & Longford CCC

Roscommon CCC collaborated with Longford and Leitrim CCC's in developing a TEC Tip sheet and a CCSP tip sheet for providers. This was to assist providers in identifying the 2 separate programmes at a glance. This need was identified through phone calls received and also through the number of registrations on the CRM that had to be declined due to not meeting saver programme requirements.



## National Parents Council

Roscommon CCC collaborated with the National Parents Council to signpost parents to useful resources.

