

COVID-19 CHILDCARE FOR KEY WORKERS AND VULNERABLE CHILDREN

BESPOKE APPROVED HOME CHILDCARE

Version 2- 8th April 2020

A guide for approved home childcare

The guide includes advice for:

- individuals seeking to become an approved Home Childcarer; and
- parents who are key workers and require the services of an approved Home Childcarer

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WHAT IS A HOME CHILDCARER AND WHO CAN AVAIL OF THIS SCHEME?

A 'Home Childcarer' is a form of approved childcare introduced by the Government to allow parents to have their children cared for in their own home and to access financial support with the cost.

For the duration of the COVID-19 pandemic, a bespoke version of the approved Home Childcarer scheme has been set up which will enable key workers to be temporarily matched with one of the Day Care workers currently employed (or who were employed on March 1st 2020) in their children's daycare setting.

The key workers who can avail of this scheme are listed below:

- Health and Social Care workers providing clinical care for those who have tested positive for COVID-19;
- Health and Social Care workers supporting life threatening emergency work, as well as critical primary and community care provision; and
- All other Health and Social Care workers, and wider public sector workers providing emergency/critical welfare services (e.g. PSNI/NIFRS/Prison Staff/Social Workers/Teaching, non-teaching and support staff working in schools).

Only one parent is required to be in a keyworker role.

Vulnerable child is:

A child currently known to social services, who is:

- i. in need;
- ii. in need of protection (on the child protection register); or
- iii. Looked after.

The definition includes young carer, disabled children and those with Statements of special educational needs. If you have questions about whether or not a child falls within the definition, these should be addressed to your local HSC Trust.

The children of key workers who are in the very high risk group for severe COVID-19 should not receive Approved Home Childcare in line with the [guidance on shielding](https://www.gov.uk/government/publications/guidance-). See <https://www.gov.uk/government/publications/guidance->

In relation to a child who has underlying health conditions which places them at increased risk (high or otherwise) of severe COVID-19, a decision about whether to use the Bespoke Approved Home Childcarer Scheme will be a matter for the child's parent(s), taking medical advice if necessary.

Please note that this scheme does not currently apply to childminders, however childminders may continue to provide care for children of a key worker and vulnerable children. Other options are being developed and will be rolled out quickly. They include continuing to operate in group settings (with restrictions to operations applied) and childminding. Further options will be developed as necessary.

This Bespoke scheme will only be active during the period of COVID-19 pandemic. The Department of Health will determine when this scheme is terminated and all Approved Home Childcarer will be informed that they can return to their former roles within daycare settings.

Care will be provided in the parent's own home and it will be for parents to decide whether they want to avail of this option. Under this scheme no parent who had been using registered daycare provision will have to pay any more for childcare than they would normally pay. Government will cover any additional costs.

Parents may also decide to use an Approved Home Childcarer to meet the needs of two separate families in an agreed home. This will be a private arrangement between the parents and daycare setting, but **no more than six children** should be cared for at any one time. Our aim is to ensure that children are provided with safe, good quality care and reasonable play and learning opportunities that will continue to contribute to their development in these difficult circumstances.

This guidance is for the Bespoke Approved Home Childcarer scheme **only**.

Any queries about this guidance should be directed to COVID19approvedhomecarescheme@hscni.net

WHO CAN BECOME AN APPROVED HOME CHILDCARER?

For the purpose of this bespoke scheme:

An individual who is:

- a current employee of a registered day care setting in Northern Ireland with a minimum of 6 months childcare experience and is deemed eligible by their current employer to participate in the scheme;
- is 18 or over;
- has a relevant childcare qualification; or has completed an appropriate induction course; and
- has first-aid training or commits to undertake an online training course within 6 weeks of becoming an Approved Home Childcarer.

Relevant qualifications can be found here:

<http://childcarepartnerships.hscni.net/wp-content/uploads/2020/03/Qualification-List-23.3.2020-AHCC.pdf>

The Department of Health reserves the right to review these criteria at any stage of this scheme's operation.

In the future, the Department of Health may decide to allow other individuals to enter this scheme on the basis of meeting specified criteria and subject to sufficient supply of approved Home Childcarer.

Please regularly check the Family Support NI website <https://www.familysupportni.gov.uk/Support/91/covid19-childcare-options-and-associated-guidance> where relevant and updated information about the scheme will be available.

THE PROCESS OF BECOMING AN APPROVED HOME CHILDCARER

This guide takes you through the process of becoming an approved Home Childcarer during the COVID-19 pandemic.

Once the relevant criteria have been met, the first steps in becoming an approved Home Childcarer are:

- fill out the form at Annex B;
- have the information verified by the Registered person or Person in Charge in your current setting at Part 2 of the form; and
- return the completed form to the Trust (contact details at the end of this document) with a copy of your latest enhanced enclosure check which can be provided by your employer. This can be scanned and attached to an email for speed.
- After this your name will be held by Family Support NI and the intention is that you will be matched with a family through your current employer.

Qualifications and Training

Every Approved Home Childcarer must have a relevant childcare qualification or have completed appropriate induction training before applying to become an approved Home Childcarer.

Some HSC Trusts or the Childcare Partnerships (CCP) may provide induction training for Home Childcarer.

There are also plans to develop a number of on-line courses so check the CCP websites to stay up-to-date with developments.

<http://childcarepartnerships.hscni.net/>

FAST TRACK APPROVAL

This is a bespoke scheme to fast track experienced childcare workers currently working in registered childcare provision to become a Home Childcarer. The Registered Person or Person in Charge in the childcare setting needs to complete Part 2 of the form at Annex B to verify the following information:

- that you are over 18 years of age (DOB);
- the length of time you have worked for the provider;
- your qualifications and/or that you have completed an induction course;
- whether you have completed up to-date paediatric first aid training; and
- that the registered person or person in charge recommends your suitability to work as a Home Childcarer.

Please note that if your paediatric first aid training is not up-to-date, this will not preclude you from commencing work as a Home Childcarer, on the condition that you agree to complete this within 6 weeks.

There are plans to develop a number of on-line courses so check the CCP websites to stay up-to-date with developments at: <http://childcarepartnerships.hscni.net/>

The completed verification should be sent to the local Trust Early Years Team for processing.

The contact details are at the back of this information leaflet.

A verification interview with the Trust Social Worker will not be required for the fast track scheme on the basis that you have been recommended by a Registered person or Person in Charge of a childcare setting. However you will be expected to sign a declaration that you have had no changes to your circumstances

since your last enhanced disclosure check was completed that would exclude you from working with children.

Once the HSC Trust is satisfied that you meet the criteria for this scheme you will be issued with an approval letter. This letter confirms your status as approved Home Childcarer and will enable the family you work for to access any financial support they are eligible to receive from the Government towards the cost of care.

Approval for this Bespoke scheme will only be active during the period of COVID-19 pandemic.

EMPLOYMENT STATUS

Under this scheme, you will be a Home Childcarer for a fixed period of time and you will continue to be employed by your current provider. This is of course dependent on the willingness of your employer to support this important scheme to ensure that keyworkers have the childcare that they need to go to work. In recognition of the unique situation in relation to COVID19 and additional duties and responsibilities during this time an Approved Home Carer will be paid at 1.5 times their current salary by their employer for the hours that they work. The additional costs associated with salary will be met by government and will not be passed on to parents, who will continue to pay their normal childcare fees.

This means that an Approved Home Carer does not have to register as self-employed and they can continue to enjoy the benefits of employment like pension, leave etc.

Out of hours care

The parent may request childcare outside your usual working hours. This will be agreed between the day care provider as the employer and the parent taking into account your availability and willingness to do this. We would ask you to be as flexible with parents in current circumstances and the salary for this role has been set in recognition that a level of flexibility will be required.

Insurance

It is essential that you should have adequate insurance cover for the work you will be doing.

You should have:

- Public liability insurance – to protect you against legal costs for any accident or injury that a child might suffer while in your care, and to cover the costs of any damage that a child in your care might cause to another person's property –

Your employer will be able to arrange this and they will be reimbursed for the cost.

- Motor insurance, with “business use” cover, if you will be using your own car for work purposes. You should be a named “business use” driver, if you will be driving your employer’s car as part of your duties.

The Northern Ireland Childminding Association will be able to provide advice and guidance on public liability insurance (Tel: 028 9181 1015).

The Department of Health will indemnify providers in their employment of Approved Home ChildChildcarer for any COVID-19-related incident.

Expenses

The agreement between the Day Care Provider and the parent should cover how expenses incurred during work might be reimbursed.

GUIDANCE FOR PARENTS

How do I access an Approved Home Childcarer under the Scheme?

If you want to engage an Approved Home Childcarer under this Scheme speak to the Registered Person or Person in Charge of the childcare setting where your child attends. Being able to get an Approved Home Childcarer will depend on the willingness of the Daycare Provider to participate in the important Scheme. If they agree they will work with you to link you with one of their employees – a trusted care giver, who can ensure that your child or children will continue to receive nurturing care in your own home during the pandemic. **You should not be asked to pay any more than the fees you currently pay.** Government will cover any additional costs falling to the employer of the approved Home Childcarer.

Will I have to become the employer?

Under this revised scheme the Approved Home Childcarer will continue to be employed by their current Day-care setting.

You will continue to pay the provider the usual fee charged per hour or per day depending on the childcare you require.

What financial support am I entitled to?

There are different types of help towards childcare costs, with support available through the benefits system or tax relief. It is important to be aware that regardless of your circumstances, even if you are working, in a couple or single, you may still be entitled to help. There may be different criteria in place that you must meet to be eligible to apply for help towards your childcare costs.

You should read the criteria for each scheme or benefit carefully, as they may be different, but the most common criteria to qualify may specify:

- working a minimum number of hours;
- children not to be over a certain age;
- household income not to exceed a certain amount;
- that you are using a registered or **approved** childcare provider [under this Scheme your childcare provider meets this criterion].

The amount of financial support you may be entitled to receive on each of those schemes will depend on your circumstances. It may be helpful to contact a [Family Benefits Advisor](#), who will help you work out the most beneficial source of support for your family. [Employers For Childcare's Family Benefits Advice Service](#) is fully aware of this Scheme. They provide free, confidential and impartial advice setting out your best options for support, and what is the best choice for your family depending on your specific circumstances.

To contact the team for free, impartial and confidential advice, Freephone 0800 028 3008 (incoming calls answered from 10am-4pm Monday-Friday) or email hello@employersforchildcare.org at any time and one of our advisors will call you as soon as possible between 8am and 5pm Monday to Friday.

Will I need to sign an employment contract for Approved Home Childcare?

No, the Home Childcarer will remain the employee of their current employer. However, it is good practice to put an agreement in place between the Home Childcarer and the parent, agreeing in advance things like:

- the hours that the Home Childcarer will work (including arrangements for any time you are required to be away from home during unsocial hours e.g. night shifts);

- the process by which the Home Childcarer can claim expenses incurred during work (this is usually claimed on a weekly or monthly basis with all receipts provided);
- What you expect of them while they are in your home providing childcare;
- Emergency contact numbers; and
- Any additional safety measures which you want the person to observe during the COVID-19 pandemic.

A suggested draft agreement is attached at Annex C.

If you have any queries about the Approved Home Childcarer Scheme please send them to Covid19approvedhomecarer@hscni.net.

Also, please regularly check the Family Support NI website <https://www.familysupportni.gov.uk/Support/91/covid19-childcare-options-and-associated-guidance> where relevant and updated information about the scheme will be available.

Can I continue the arrangement at the end of the Pandemic?

At the end of the Pandemic, this bespoke Approved Home Childcarer Scheme will come to an end. The end point will be determined by the Department of Health. Parents will be advised by the Health and Social Care Trust involved in the approval process. This will enable the carer to return to their normal employment.

INFECTION CONTROL FOR APPROVED HOME CHILDCARER

As experienced day-care workers, Home Childcarers will already have good infection control knowledge and practices. However there are a number of additional measures they need to implement to minimize the spread of COVID19.

Approved Home Childcarers should keep up to date with the latest advice from the Public Health Agency through their website and also check the familysupportNI website for updates on this Guidance.

HAND HYGEINE

Good Hand hygiene is a very important defense against the spread of COVID19. Frequent handwashing with soap and water (or using hand sanitizer where soap and water are not available), is vital including:

- As soon as the Home Childcarer arrives at the children's home.
- Before and after handling food, feeding a child, or eating;
- Before and after changing a nappy, or helping a child use the bathroom
- After a child or approved Home Childcarer uses the toilet, the lid should be put down first before flushing.
- Supervising young children to ensure they wash their hands for 20 seconds, especially after using the toilet.
- After helping a child wipe their nose or mouth, or tending to a cut or sore;
- After working in sandboxes and similar children's play areas;
- Before and after giving medicine to a child;
- After handling wastebaskets or garbage;

ADDITIONAL MEASURES

- The approved Home Childcarer should avoid touching their face, and where it is age appropriate encourage the children to do the same.
- Catch coughs and sneezes in tissues where possible
- Discourage children from sharing food, drinking cups, eating utensils, towels, toothbrushes, etc.
- Ensure there is extra cleaning of the toilets, taps, and door handles.
- If using a shared soap dispenser it is a good idea to clean after use.
- Routinely clean and disinfect frequently touched surfaces and objects (e.g. doorknobs, light switches, taps, countertops, shared toys, books, shared keys).
- remember to routinely clean personal items like phone, keys and purse, pens and pencils.

WHAT TO DO IF A CHILD BECOMES SICK WHILE IN THE CARE OF THE APPROVED HOME CHILDCARER

- if a child becomes sick while in the care of the Home Childcarer their parent should be contacted. It is important that the approved Home Childcarer has accurate mobile numbers, work numbers, and email addresses to be able to contact parents at all times.
- If a child develops symptoms of COVID19 i.e. high temperature 38 degrees, and/or a new and continuous cough, their parents should be contacted immediately.
 - the child should be brought to a room in the home, where they can rest, be isolated and attended to. If direct care is required while waiting for the child to be collected, you should wear a mask, plastic apron and gloves.
 - Approved Home Childcarer should download the APP COVID-19 NI (Health and Social Care Northern Ireland) and insert the child's symptoms, you will receive personalised advice.

- If the Home Childcarer becomes sick they should inform the parents as soon as possible so they can make alternative arrangements for childcare.

Useful contacts

The latest information available in relation to this scheme will be published on <https://www.familysupportni.gov.uk/Section/Childcare/138>. Key workers and childcare providers are advised to check the web page regularly for updates.

Early Years Teams

Belfast Health and Social Care Trust

Everton Complex
585-587 Crumlin Road
Belfast
BT14 7GB
Tel: 02895 042811
Email: earlyyears@belfasttrust.hscni.net

Northern Health and Social Care Trust

Route House
Route Complex
8e Coleraine Road
Ballymoney
BT53 6BP
Tel: 028 2766 1340
Email: northernearlyyearsteam@northerntrust.hscni.net

Ellis Street
Carrickfergus
BT38 8AZ
Tel: 028 9331 5112
Email: southeasterlyearlyyearsteam@northerntrust.hscni.net

Ballymena North Business Centre
120 Cushendall Road
Ballymena
BT43 6HB
Tel: 028 2563 5111
Email: centrallyearlyyearsteam@northerntrust.hscni.net

South Eastern Health and Social Care Trust

Grove House
Antrim Road
Ballynahinch
BT24 8BA
Tel: 02844 513807
Email: early.years@setrust.hscni.net

Southern Health and Social Care Trust

Armagh Team
87 Lisanally Lane
Armagh
BT61 7HW
Tel: 02837 564020
Email: Dianne.calvert2@southerntrust.hscni.net

Banbridge Office
Banbridge Health and Social Care Centre
10 Old Hospital Road
Banbridge
BT32 3GN
Email: earlyyears.banbridge@southerntrust.hscni.net
Email: zoe.morton@southerntrust.hscni.net

Western Health and Social Care Trust

Londonderry team
Clooney Hall Centre
36 Clooney Terrace
Londonderry
BT47 6AR
Tel: 02871 320950
Email: josephine.doherty@westerntrust.hscni.net

Omagh Team
Tyrone and Fermanagh Hospital
Omagh
BT79 0NS
Tel: 02882 835108
Email: marian.donaghy@westerntrust.hscni.net

Fermanagh Team
Ward 10, Level 1
South Western Acute Hospital
124 Irvinestown Road
Enniskillen
BT74 6DN
Tel: 02866 327734
Email: marian.donaghy@westerntrust.hscni.net

Child Protection Contacts

If you have any concerns about children being abused, or harmed in any way, you should report these immediately to the relevant Health and Social Care Trust for further investigation.

Alternatively you can contact the NSPCC's free and confidential 24 hour helpline services at 0808 800 5000 or at www.nspcc.org.uk. You can also contact the PSNI on 028 90 650222 or 101.

Gateway Teams

- Belfast HSC Trust - 028 9050 7000
- Northern HSC Trust - 0300 1234 333
- South Eastern HSC Trust - 0300 1000 300
- Southern HSC Trust - 0800 7837 745
- Western HSC Trust - 028 7131 4090



COVID 19 APPROVED HOME CHILDCARER SCHEME Part 1

Applicant Information

Full Name: _____
Last First

Home Address: _____

_____ Post Code

Mobile: _____ Email: _____

Job Title: _____

Current Setting Where You are Employed

Name of Setting: _____ Address: _____

Contact No
Mobile: _____ Email: _____

Name of Registered Person or Person in Charge _____

Disclaimer and Signature

I certify that there have been no changes to my circumstances which would exclude me from working with children.

Signature _____ Date _____

Applicant _____

Verification by Registered Person/Person in Charge

The person named above _____

- Is over 18 years of age (DOB _____)
- Has worked at _____ as a
_____ for a minimum of 6 months
(Start Date) _____
- Meets the required Childcare Qualifications (Yes/No) as detailed at:
- <http://childcarepartnerships.hscni.net/wp-content/uploads/2020/03/Qualification-List-23.3.2020-AHCC.pdf>
- OR has completed an appropriate induction programme in your setting (Yes/No/Not applicable)
- Possesses the enhanced disclosure check (Yes/No) (enclose/attach copy)
- Has completed up-to-date paediatric first aid training (Yes/No)
- If 'No' is willing to complete paediatric first aid training as soon as possible (Yes/No)
- I recommend the applicant named above is suitable for the Approved Home Childcarer Scheme (Yes/No)

Disclaimer and Signature

I certify that the information in this registration form is true and complete to the best of my knowledge.

Signature _____

Date _____

Registered Person/Person in Charge

After signature please scan to the relevant Early Years Team in your local Trust details of Trust emails are in the Information leaflet. Please ensure that a copy of the applicants enhanced disclosure check is also included with the application.

Suggested Home Childcarer–Parent Agreement

Name of Child	
Name of Childcarer	
Name of Parent(s) / Guardian(s)	Name of Parent(s) / Guardian(s)
Address	Address
Telephone No(s)	Telephone No(s)
Email	Email
Childcarer currently registered with	Health & Social Care Trust

Fees	
Between the hours of	am/pm and am/pm my fees are
Full Time	£ per hour or part of hour (rounded up)
Part Time	£ per hour or part of hour (rounded up)
A daily / half day rate of £	can be used – this will cover care from am/pm to am/pm
Should you require childcare outside of these hours the rate will be £	per hour or part of hour
I am happy to consider agreements of varying hours, however, be aware that I will charge for a minimum of hours per agreement.	
There are times when you might require additional hours over and above your agreed hours. Should I have the capacity do so, I am more than happy to help you with this. This will be charged in line with my fees as outlined above.	
Should you not use the full amount of hours that you have agreed with me for the full amount agreed will still be payable.	
I do / do not normally provide care on bank holidays, however should you require cover, and I am available to help, the rate will be £ per day / hour	
Payment in Arrears	
All care is invoiced monthly / weekly in arrears and should be paid no later than the last day of the month /week. Should you be late paying your bill a daily fee of £ per day will be added to your next invoice. However, be aware that if payment is not made 3 days after the due date, I will be unable to provide care for your child until payment has been made in full by bank transfer or cash.	

Payment in Advance

Standard fees are charged monthly / weekly in advance and payment is due no later than the last day of the month / week. All additional fees and charges will be invoiced in arrears. Should payment not be made 3 days after the due date, I will be unable to continue to care for your child until payment is made in full by bank transfer or cash.

A late collection fee will be applied at my discretion should you be persistently late in collecting your child. This fee will be invoiced at £ per day / per every 15 minutes you are late.

Hours

I agree to provide care for your child during the hours listed below for the rate stated.

	Term Time Hours	Fee	School Holiday Hours	Fee
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Date of commencement

Date

Signature Home Childcarer:

Parent(s) / Guardian(s) signature:

Child Absence

Full fee will be payable if I am available and you do not avail of my services. This includes my absence due to your child being unwell or days where you choose to send them somewhere else eg. to relatives etc.

If anyone in the home is unwell please keep me informed of their condition and expected

recovery date.

Childcarer Unavailable

If, for whatever reason, eg. burst pipes, power failure, sickness etc. I am unable to offer my service, then no fee will be charged.

Dates Unavailable

I cannot provide care on the following dates:

Occasions will arise throughout the year when I may have to take an unplanned day's leave to honour my own family commitments, eg. Death, wedding, medical appointment.

In these instances I will endeavour to give you as much notice as possible, or assist with finding alternative childcare for you on that day. No fee will apply.

Parental Consent

These are things that you will require parental consent for. Not all will apply, however as the child grows what you require might change so please review yearly when reviewing your agreements.

Medication / medical attention

I consent to my child receiving the following:

Hypoallergenic plasters	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Sunscreen	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Urgent medical attention at hospital	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Paracetamol suspension eg. Calpol / Nurofen	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Antihistamine	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Other medication [please state name and reason for this]

Any medication your child can't have:

* Should your child be unable to use hypoallergenic plasters please let me know and provide me with appropriate plasters that I can use should your child require them.

* Sunscreen – I ask that you apply sunscreen to your child before they arrive at my setting and provide me with a bottle of sunscreen so I can top up throughout the day. This bottle should be labelled with your child's name. Please inform me upon arrival if your child is not wearing sunscreen.

In the event of a child arriving without sunscreen being applied and without sunscreen to apply I give permission for my Home Childcarer to apply their	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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own sunscreen to my child	
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Photographs / Recordings

I will not take or use photographs and/or recordings of your child without obtaining prior consent.

Consent from Parents Photographs / Recordings

I consent to photographs / video / recordings being taken of my child(ren)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If yes, these photos / recordings can be used for:

Sending to me, my partner, family members	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Observational purposes	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Other reason:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Transport / Travel

It is my responsibility to ensure that I have written consent from parents prior to transporting children.

I consent to my child being transported in a vehicle provided the appropriate restraint are used and appropriate insurance has been sought. This includes travel in:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Childcarer's car	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Public Bus	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Train	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Taxi	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Outings

I consent to my child leaving the premises accompanied by my Childcarer for walks	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Please list any locations you do not wish your child to go to:

ICT / Technology

It is my responsibility to ensure that I have written consent from parents for use of ICT / Technology. Please refer to my Policy on ICT & Internet Safety.

I give consent for my child to:

Use the internet	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Use the computer / laptop / tablet	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Use their own phone / laptop / tablet etc.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other:	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Intimate Personal Care

It is my responsibility to ensure that I have written consent from parents for Intimate Personal Care.

I consent to my child receiving the following intimate personal care:

Nappy changed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Barrier creams applied	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Assistance with toileting	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Washed in the event of a toileting accident	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Clothing being changed in the event of toileting or other accident	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Help with dressing / undressing	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Help with menstrual care	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Oral care	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other:	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Emergency Contacts

Below are the contact details of the people who have agreed to provide assistance in the event of an emergency. I will ensure that your child gets to know these people so that in the event of an emergency they will not be unsettled. By signing the agreement below you are agreeing to your child being left in their care in an emergency situation. I recommend you add these contact details to your phone

I consent to my child being left with an Emergency Contact should the circumstances warrant.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other:	<input type="checkbox"/> Yes <input type="checkbox"/> No

Public Liability Insurance

My Public Liability Insurance is provided through

Agreement Review

This agreement is subject to a monthly review. This gives both parties an opportunity to meet to discuss *every aspect of the agreement and ensure that you and your child's needs are being met and to discuss the way forward. This agreement will however stay in force until the next agreement has been agreed and signed.*

Date for review:

I have read and understand this agreement.

Home Childcarer signature:

Date

Parent(s) / Guardian(s) signature:

Date

Parent(s) / Guardian(s) signature:

Date