

Childminding

Northern
Ireland
Childminding
Association

*as
a*



Profession

*A Guide to
Registration*



ARE YOU INTERESTED IN CARING FOR CHILDREN?

Can you provide a safe, stimulating
environment within your home?

Childminding can offer you:-

- an opportunity to earn a living by caring for other people's children in your own home
- the chance to become a self employed day care provider
- the opportunity to stay at home and care for your own children as well as caring for others
- the opportunity to share in the care and development of children from birth to 12 years of age
- eligibility for the Childcare Tax Credit

For a Membership Application form, please write to;

Northern Ireland Childminding Association

16-18 Mill Street,
NEWTOWNARDS,
BT23 4LU.

Or telephone:
028 91 811015

facsimile
028 91 820921

email
info@nicma.org
website address
www.nicma.org

NICMA 2004

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Opening Hours:

9.00am - 4.00pm
Monday-Thursday

9.00am - 1.00pm
Friday



If you enjoy caring for children and can provide a safe, stimulating, positive environment in your home, why not consider becoming a Registered Childminder. With more and more working parents needing good quality childcare for their young children, the demand for the services of registered childminders is increasing all the time.

Registered Childminders are self employed day care providers who work in their own homes to provide care and education for other people's children in a family setting.

As a Childminder, you may be able to care for up to 3 children under 5 and 3 children over 5 [including your own] before and after school and during the holidays.

Looking after young children gives opportunities to share in their development and to help and support their parents. It provides a means by which you can earn an income whilst caring for your own children at home. Registered Childminding can provide a high quality form of day care and childminders can be proud of their job.

**"published by
NICMA – the
Childminding
Association"**

No formal training or qualifications are required to care for children as a Childminder. However, your skills as a parent and your general life experience will be vital in a job which requires many skills.

Childminders need wide knowledge about:

- Children's development
- How to meet the needs of children of a wide variety of ages, cultures and family backgrounds

Childminding is not just about looking after children - you need skills in working with adults too. So childminders need to develop and extend the skills and knowledge they have acquired through parenting and previous experience with children.

Parents need reliable childcare arrangements which will last. Children suffer from the disruption of moving from one day care situation to another, so you should only think about childminding if you are prepared to provide a reliable service over a reasonable period of time.

Childminding is a job that requires a professional approach - the hours may be long and working with small children is often tiring. Flexibility is essential to be able to respond to children's changing needs as they grow and develop.

Childminding is a job which requires many skills

Childminding is a job which requires commitment

Childminding is a job which requires a professional approach

Each child should be treated as an individual, and understanding is needed about offering equal opportunities to all children.

The skills required involve not only meeting the needs of children and making sure they are safe, but also forming relationships with parents and understanding the difficulties and emotions they may encounter on returning to work.

It is important to set up a clear business relationship with parents at the onset of the childminding arrangement. The use of a written contract as well as regular communication of information about the children is essential.

To look after other people's children in your own home, you must, **by law**, be registered with the local Health & Social Services Trust.

The purpose of registration is:

- to protect children
- to provide reassurance to parents using childcare
- to ensure that your childminding service meets acceptable standards

Your first step is to get in touch with your local Social Services office who will give you details as to what is involved. Failure to register as a Childminder is an offence under the Children [NI] Order, 1995 and could lead to legal action.

***How to
register
as a
Childminder***

If you are ready to take on the challenge of the commitment and demands of looking after other people's children, then childminding may be the job for you.

- 'Peace of Mind' knowing that you are childminding within the law
- support of the Northern Ireland Childminding Association which offers:

entitlement to apply for public liability insurance cover to protect the children in your care and to ensure that you are covered in the event of an accident

help and advice from your local Development Officer

access to training courses and recognised qualifications

support from a local childminding group

- eligibility for the Childcare Tax Credit for parents who can claim for registered childcare
- entitlement to claim free milk for the children you mind
- newly registered childminders may apply for a Business Start Up Grant from Invest N.I.

Advantages of Registration include:

Registration Process

What Next?

Contact local Health & Social Services Trust –
Early Years Team

Application Form from Health & Social Services Trust

2 personal
references

Assessment

G.P. reference

Health Visitor
reference

Police Checks

Training

Social Work visits/
visits from other
professionals

Childcare
unit
checks

Approved by
Social Services panel

Registration should be completed

within three months of receipt of the completed application form

**Certificate of Registration in order to become a
member of NICMA**

The Northern Ireland Childminding Association is a charity and membership organisation supporting registered childminders - we are working to promote good quality childcare and will provide you with the support and training necessary to carry out a professional job.

Our purpose is to:

“promote the development of children by providing quality childcare and education in a registered home based setting”

Range of support services provided by NICMA:

- Childminding Business Pack - to help you set up as a self employed Childminder; includes contract forms, pay guidelines etc.
- Full insurance cover, to protect you and the children that you care for
- Childminding support groups to enable you to meet with other childminders and share experiences
- A telephone Information & Advice service to answer any queries
- A Childminding Vacancy service that helps to match up parents requirements with childminding vacancies
- Help and advice from a local Development Worker
- Training in all aspects of childcare and business skills
- A range of publications to help you fulfill your requirements as a Childminder ie. accident book, cash and attendance book

**Follow
Up
Support**