



October 15th, 2020

Re: Employment Wage Subsidy Scheme for School Age Services

Dear School Age Service Provider

The Department of Children and Youth Affairs and the Tusla Early Years Inspectorate would like to remind services of the need to complete the registration process for school-age childcare services.

As you are aware, the registration of school age services is a requirement under the [Child Care Act 1991 \(Early Years Services\) \(Registration of School Age Services\) Regulations 2018](#). Registration of school age services commenced, on a phased basis, from 18 February 2019 with standalone school age services being prioritised initially and registration of school age services already registered as an early years' service commencing from May 2019.

You may also be aware that the Employment Wage Subsidy Scheme (EWSS) operated by the Office of the Revenue Commissioners allows for an exemption to the turnover requirements of the scheme once "the employer's name is entered in the register established and maintained under section 58C of the Child Care Act 1991." Other criteria must also be met such as registration with Revenue Online, etc.

In order to comply with the Regulations and for services wishing to avail of the turnover exemption in the EWSS, services are encouraged to submit all outstanding documentation in order to complete their registration process.

Providers are advised that only completed applications with all necessary supporting documentation attached can be processed by Tusla. **It is the responsibility of the service provider to ensure they have familiarised themselves with the application process and have submitted the required documentation. The policies and child safeguarding statement which are required to be submitted with your application must comply with the guidance provided on the Tusla website to be accepted.**

If you have already applied for registration, please ensure to check your application portal as all communications with you regarding your application will be shown there. Due to high demand and volume, it will take time for applications to be processed. As such, you are advised to complete your submission as soon as possible.

As outlined in previous communications, there are a range of supporting documents available to assist you with the application process. These include:

- Tusla School Age Childcare Registration FAQ
- Child Care Act 1991 (Early Years Services) (Registration of School Age Services) Regulations 2018 – FAQ

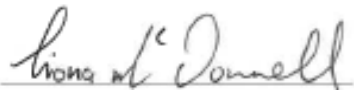
- Child Care Act 1991 (Early Years Services) (Registration of School Age Services) Regulations 2018 – Explanatory Guide, and
- School Age Childcare Policies Registration Checklist.

All of these are available on the [Tusla website](#).

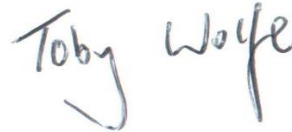
Assistance with your application to register your service is also available from your local City/County Childcare Committee ([myccc.ie](#)).

If you have recently completed your application process and your service has been added to the register of school age services, you do not need to take any action in relation to this communication.

Yours sincerely



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Children's Services Regulation
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