



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

Registration Office
Early Years Inspectorate
2nd Floor
Estuary House
Henry Street
Limerick
061 461 700

5th May 2020

Dear provider,

I hope you and your families are safe and well during this very difficult time. I would like to take this opportunity to update you in relation to the effect of COVID-19 on the re-registration process.

As you are aware the re-registration of most early years services took place in the latter part of 2019. In an effort to assist early years providers the process was divided into two parts with the deadline for submitting a number of remaining documents relaxed to the later date of 30th June 2020. Given the unprecedented situation with COVID-19, and the pressure that the sector is currently facing with the national public health crisis, a decision was made in March to defer the deadline further. As we continue to face uncertainty in relation to COVID-19 over the coming months, we have decided to move the deadline out to 2021, and we will confirm the exact date later this year.

Although the deadline has been moved to a later date, we have received a number of requests from providers who would like to complete the re-registration process while services are closed. To facilitate this, all providers will receive an email from the Tusla portal by Friday of this week, letting you know that the portal is open and advising you what documents remain outstanding for your application to be completed. It will also include guidance in relation to accessing the application on the portal and will provide you with contact details of the person available to assist you with any queries you may have. Please note **that you are not required to submit the outstanding documents and complete the re-registration process at this time; however, you may wish to take the opportunity to progress or finalise the process while your service is temporarily closed.**

If you do wish to submit the outstanding documents and complete the re-registration process, our Early Years and ICT teams are fully available and look forward to assisting you to do so. Your re-registration will be reviewed when submitted and you will have a dedicated member of the team assigned to assist you.

If you do not wish to do so at this time we will work with you at a later date when the 2021 deadline has been confirmed.

If you do not receive an email in relation to the details for the completion of the re-registration process by Friday or if you have any queries please contact us by email at re.registration@tusla.ie or by Telephone at 061 461715.

Take Care –Tabhair aire ,



*Fiona McDonnell,
National Service Director
Children's Services Regulation*

Quality Assurance Directorate