

### To be stamped & signed by your family doctor

Name of applicant: \_\_\_\_\_

does not appear to suffer from any medical condition, disability or addiction which would make her/him unsuitable to work as a Nanny.

Signature of Doctor: \_\_\_\_\_ Doctor's Stamp

Address: \_\_\_\_\_

Phone number (including area code): \_\_\_\_\_ Date: \_\_\_\_\_

### Declaration & Signature

Have you:

a) ever been declared bankrupt or insolvent? Yes ☐ No ☐

b) ever been convicted or charged, (but not yet tried), with a criminal offence other than a minor motor offence? Yes ☐ No ☐

c) ever been declined or refused insurance cover, or had cover cancelled, or had special terms imposed in respect of any of the covers to which this insurance relates? Yes ☐ No ☐

If yes, give details: (provide separate page and date and sign)

Had any accidents, losses or claims arisen whether insured or not during the past 5 years? Yes ☐ No ☐

If yes, give details: (provide separate page, and date and sign)

I will manage children's behaviour without smacking, shouting or humiliating a child.

I will maintain all areas available to the children as a smoke free zone.

I agree to be bound by the terms of my Nanny Insurance Policy and to keep it current at all times and to renew my Garda vetting every two years. I understand that any lapse of insurance/vetting will negate my membership of *Childminding Ireland*.

I wish to become a Registered Nanny Member of *Childminding Ireland*.

I hereby declare that I am over 18 years of age and that the above particulars are correct.

I agree to be bound to the rules of *Childminding Ireland*.

Signature of Applicant \_\_\_\_\_ Date:    /    /

Where did you hear about *Childminding Ireland*? \_\_\_\_\_

### Benefits of membership and the Registered Nanny Pack

Every *Childminding Ireland* Registered Member receives a membership pack to assist them in the provision of a professional quality service. Benefits include:

- Registered Membership of a Professional Association
- Access to tailored Group insurance scheme
- Discounts on motor & health insurance
- Legal advice line and representation if required
- Sample employment contract
- Information line and e-mail support
- Quarterly Newsletter
- Benefits & Discounts Package
- Quality Awareness Training Programme
- Ongoing Professional Development
- Childminding Handbook
- Display Certificate & Membership Card
- Range of relevant publications/leaflets
- Members rate at AGM and conferences
- Text Alerts

### Employment Information

A Nanny is an employee and as such has entitlements and protection under all employment legislation. Additional information regarding employment entitlements will be included in the Registered Nanny pack available from *Childminding Ireland*.

Information about employer responsibility is available on [www.revenue.ie](http://www.revenue.ie) and [www.entemp.ie](http://www.entemp.ie).

Answers to a list of FAQs are also available at [www.childminding.ie](http://www.childminding.ie)

### About *Childminding Ireland*

*Childminding Ireland* – The National Organisation for Childminders, founded in 1983, is the only dedicated organisation in Ireland providing information, advice and support to Childminders and Nannies ensuring their voices are heard at national level.

*Childminding Ireland* was founded in 1983, and holds Registered Charity Status (CHY – 11504).

[www.childminding.ie](http://www.childminding.ie)

### Transforming Ireland

Funded by the Irish Government  
under the National Development Plan 2007-2013



RSA, RSA House, Dundrum Town Centre, Sandyford Road, Dundrum, Dublin 16.

Telephone: 1890 290 100 Facsimile: (01) 290 1001

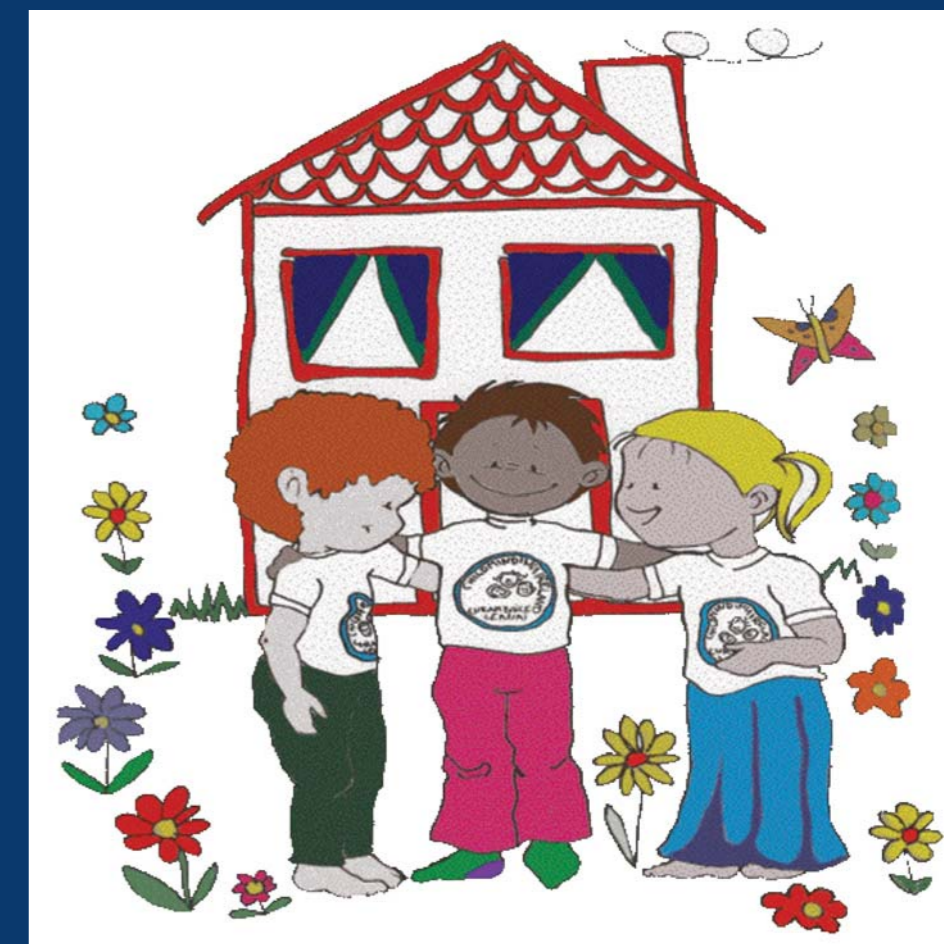
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RSA Insurance Ireland Limited is regulated by the Financial Regulator.



# Registered Nanny Information & Application Form



*Childminding Ireland*

9 Bulford Business Campus, Kilcoole, Co. Wicklow

Tel: 01 2878466 Fax: 01 2878465 Email: [info@childminding.ie](mailto:info@childminding.ie) Web: [www.childminding.ie](http://www.childminding.ie)

Are you a Nanny or considering becoming one?

If you love working with Children and enjoy meeting all their well being needs across the spectrum of care, nutrition, play, learning and safety, as well as managing their time between home/school/ activities and have a real desire to inspire and encourage them, then being a Nanny could be for you!

As a Registered Nanny with *Childminding Ireland* you will not only receive all the benefits of Membership of the National Organisation for home based Childcare in Ireland, you will also reassure parents that you are committed to the delivery of quality professional childcare for them and their Children.

What is a Nanny?

Nannies work, and sometimes live, in the family home of the Child/ren for whom they care. The role is broader than that of a traditional Childminder and involves planning activities, taking children to and from school/preschool, activities and appointments. Nannies are normally responsible for preparing the meals and the organisation of the child/ren's bedrooms, playrooms & bathrooms and their laundry. Additional hours and babysitting duties may also form part of the employment contract.

Nanny Business:

To properly reflect your commitment, you should have a professional portfolio available to show to parents, which could include:

- *Childminding Ireland* Registered Nanny membership certificate
- Insurance certificate
- Training (e.g. First Aid, Childcare, Special Needs / other relevant)
- Work experience
- References
- Garda Vetting, (or evidence that it is in process)
- Driving Licence

You will need to consider the type of Nanny post you want, bearing in mind that, as with all jobs, the terms and conditions may vary widely and core terms and conditions should be stated clearly and agreed in advance of taking up post.

Consider also whether you:

- Would like to live in or out?
- Prefer to mind one Child or a mixed age group?
- Are prepared to stay overnight if required?
- Are prepared to work irregular hours, (evenings/weekends)?
- Would relocate to work with a family, (country to city or vice versa)?
- Are willing to travel?

Quality Assurance -

Having appropriate insurance, medical clearance, Garda vetting, appropriate work /character references and relevant training are quality markers and reassure parents that you, as a Registered Nanny, are committed to delivering a quality service to them and their Children.

Registered Nanny Information

How to Join

The attached Nanny Application Form should be completed and returned to this office along with your Annual Membership fee of €55.

Public Liability Insurance

Public liability insurance is a necessary part of Registered Membership and *Childminding Ireland* has negotiated a specific insurance product for Nannies.

To avail of the Nanny Insurance please complete the Insurance Proposal Form included and return it directly to Kidd Insurances at the address noted on the form.  
**Note:** Insurance cover is valid in the Republic of Ireland, (26 counties only).

Any further queries pertaining to insurance should be directed to Kidd Insurances at: Ph: (01) 2079400.

Medical Clearance

Medical Clearance from your family doctor is also a requirement for Registered Membership status. Therefore your GP must sign and stamp the Application Form where indicated.

References

Copies of two signed references, (work or character) which include contact details of the referee must accompany your application. These are for *Childminding Ireland* records only. It is expected that your employer will under take appropriate reference checks in advance of engagement.

Garda Vetting

*Childminding Ireland* promotes Garda vetting as best practice standard for Nannies and Childminders. Vetting applications are processed through Barnardos, you can download the forms from [www.barnardos.ie/vetting-service.htm](http://www.barnardos.ie/vetting-service.htm) or contact them at: Ph (021) 454 7060.

For the purpose of processing you must identify yourself as a Childminder on the vetting application form.

Method of payment

The annual Membership fee is €55 pa.

Electronic payment (visa/lazer etc), facilities are available. Please call the office directly if you wish to use this method of payment. Alternatively you may pay by cheque, bank draft or postal order. Cheques should be made payable to *Childminding Ireland*.

You will receive advance notice of your renewal date annually.

Check list

Your membership application must include:

- Completed Registered Nanny Application Form, (stamped and signed by GP)
- Annual Membership fee €55pa (no cash please)
- References

Please send the completed insurance proposal form and premium directly to Kidd Insurances

Detach and return this section

Registered Nanny Application Form

Personal Details (please print)

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel No: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Please provide details of relevant training courses: e.g. childcare, special needs, first aid etc.  
use separate page if required.

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Please note first aid certification is valid for 3 years only, and must be renewed thereafter.

Insurance & Garda Vetting

I have / I am in the process of being Garda vetted, (delete as appropriate).

I understand that I must hold appropriate insurance for the role of Nanny ☐

I wish to avail of the Nanny Insurance available through Kidd Insurances ☐