

*Early Years Team
Clooney Hall
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Date

Name

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Dear Assistant

The Children (NI) Order 1995 requires the Trust to inspect childminders and day care providers on an annual basis. As Part of this inspection we invite assistants of childminders to make comments on the enclosed form.

Please complete the form and return in the envelope provided.

The Trust has a legal responsibility to comply with the Freedom of Information Act. Any information you provide to us may be subject to public disclosure under the Act, unless legally exempt. Any personal data from which you or others can be identified, including name(s) and contact details, will be protected under the terms of the Data Protection Act 1998 and will not be disclosed to other parties without your explicit consent.

You are required to be present at the inspection and will be able to speak to the Inspector at that time. However you are welcome to make contact with the Early Years Team at any time to discuss any issues.

Yours sincerely

Inspecting Social Worker

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