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Date

Name

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Children (NI) Order 1995
Registration of Childminders and Day Care Providers

Dear Parent/Guardian

(Insert name of Childminder)

The Children (NI) Order 1995 requires the Trust to inspect childminders and day care providers annually to ensure that the provider is meeting the requirement of their registration and the standards of care as set out in the Childminding and Day Care Standards for Children under age 12-Minimum Standards. The above named childminder is due to be inspected by the Trust and as part of this inspection, we invite parents who use the childminder to make comments on the enclosed form.

I enclose a stamp addressed envelope and would appreciate a reply within one week of receipt of this letter.

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.

Yours sincerely

Social Work Manager

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