

2025/2026 Programme Year ECCE Minimum Numbers Exemption Application

An ECCE approved provider must have a minimum enrolment number of 8 ECCE eligible children per session.

Exceptions to the minimum enrolment number may be granted in some circumstances. **This application form must be submitted to the County Childcare Committee (CCC) for review and approval.** Only forms approved by the CCC can be submitted on the EY HIVE. Funding may be withheld where the minimum number requirement is not met, and no application has been submitted for an exemption.

| CCC | Service Name | Service Reference No. | Service Type (Community/Private/Childminder) |
|-----|--------------|-----------------------|--|
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| Exemption Sought Under | Tick Relevant Box |
|--|-------------------|
| A) ECCE Approved providers who have a daily enrolment of at least 8 children, but for good reason, only 3 or more are in the ECCE Programme and the remainder are between the ages 2 years 6 months and 6 years; | |
| B) Services limited by capacity but are considered appropriate settings for delivery of the preschool programme and have a daily enrolment of not fewer than 5 ECCE eligible children in preschool room sessions; | |
| C) A service that has a full ECCE room and has additional children eligible for ECCE in another room that is delivering the ECCE Programme to a daily enrolment of not fewer than 5 children in the second room | |
| D) Tusla registered childminders with a daily enrolment of 5 or 6 children between the ages of 2 years 6 months and 6 years; | |
| E) A service has a minimum of 4 children in a childcare service, who are all eligible for the ECCE Programme and is based in an area where no other ECCE provision is available to parents; | |
| There is a need for childcare in the area; | Yes/No |
| The exempted session has an appropriately qualified Lead Educator and Educator (where relevant); | Yes/No |
| The children in the session are within the relevant age range; Please provide the number of children and their dates of birth: | Yes/No |
| Daily attendance levels in the session will satisfy the criteria under the option selected above (with the exception of illness, etc.); | Yes/No |
| Appropriate curriculum is in place (routines and schedules are appropriate to the children's needs); | Yes/No |
| Appropriate environment (developmentally appropriate materials and resources are available for ECCE children); | Yes/No |

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On behalf of _____ (name of Early Learning Care Service) I wish to apply for a minimum exemption for the programme year 2025/2026.

Signature of Primary Authorised User: _____

Signature in Block Capitals: _____

Date: _____ Service Reference No: _____

Please return this form to your local City/County Childcare Committee for review.

For CCC use only:

I have reviewed this application and would recommend the granting of a Minimum Exemption for the programme year 2025/2026.

Signature: _____

Signature in Block Capitals: _____

CCC: _____ Date: _____

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| <p>Note to ECCE Approved Providers</p> <p>Upon receipt of the stamped form from your local CCC, please raise a new request on the EY HIVE as follows:</p> <ul style="list-style-type: none">• Click in Requests -> Click in New Request -> User Account Management• Request type: Programme Readiness• Request type detail: ECCE Minimum Exemption. |
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