



Day Care Centre of the Year

The Day Care Centre of the Year will be judged upon each applicant's entry (2000 word max) statement.

This category will be judged upon the most innovative and active centre to date, how they have transformed their operations to cater for their community's needs, the centre's visitor feedback, staff training and coordination, regulatory compliance and your excellence in this area.

Please note that your document should be no more than **2000 words in total, which includes your 250 word summary.** You may additionally include attachments (visuals, photos, charts, etc) that you think would help your application.

1. Summary	In no more than 250 words, summarise why your day care centre deserves to win this award.
2. Innovation	Applicants will need to show examples of how the Day Care Centre in question has shown they have transformed their operations to cater for the community's needs.
3. Staff Training & Co ordination	Information on the team's effectiveness in their work, how well they work together, how teams are carefully chosen for successful collaboration and their ability to adapt and respond to changing conditions will strengthen your application.
4. Compliance	Applicants will need to show how they meet regulatory standards and compliance. It is important that each applicant provides information on compliance systems put in place to ensure and display cooperation with current standards / regulations (Example – HIQA standards) or similar where applicable
5. Community	What positive effects has the Centre had on the surrounding community?
6. Plans going forward	Applicants must show their plans going forward to further enhance their services for growing community demands and upcoming generations.
7. Service User Feedback	Please give details of service user feedback to strengthen your application

Essential tips for a successful entry

A successful application must try to address all of the points below. Marks will be allocated only on the evidence provided.

Use the headings shown to highlight your answers to those specific questions. Include information on your exceptional successes during the year such as business systems, innovations or techniques that have reaped significant benefits.

Concentrate on facts that can be substantiated. Attachments can be included, which are particularly important for the judges to be able to see your successes or innovations.

Please remember that ONLY THE FIRST 2000 words of core information (and supporting material that you may have provided) of your submission will be assessed