



TWENTY VALLEY PUBLIC SCHOOL

4057 Victoria Avenue, Vineland, ON L0R 2C0 • (905) 562-5211
L.E. Gretsinger, Principal • D. Mikolic, Vice Pricipal
twentyvalley.dsbns.org

Monday, January 26, 2015

Dear Twenty Valley Public School Parent/Guardian:

DSBN is currently in the process of determining the viability of a before and after school program at Twenty Valley Public School. In order to determine the need, we are asking that you register on the Niagara Region's Child Care Registry portal. If a sufficient number of parents indicate their interest in having before-and-after school care at Twenty Valley Public School, we will be able to move forward in this process.

Registration on the Niagara Region's Child Care Registry should take less than ten minutes to complete. There is a complete list of instructions enclosed.

If you **currently** have a Child Care Registry account, please update your information and childcare needs through the portal.

Please share this information with anyone in the community who would be interested in having before and after school care offered at Twenty Valley Public School. Please be advised that childcare will only be established in schools where there is sufficient demonstrated need for a viable childcare program.

If you have any questions or problems completing the online registration, please contact Jackie Galloway at the Niagara Region at 905-984-6900 ext. 3817. If you have any questions with respect to the process or viability testing, please contact Jennifer Smith, Early Years Resource Teacher, at 905-227-5551 ext. 52266.

Sincerely,

A handwritten signature in blue ink that reads "Lorne Gretsinger".

Lorne Gretsinger
Principal



Niagara Region Child Care Registry

One application. One list.



INSTRUCTIONS TO REGISTER ON THE NIAGARA REGION CHILD CARE REGISTRY:

WEBSITE: <https://niagara.onehsn.com>.

1. The registration and login section is displayed at the top/right portion of the screen. If you do not currently have an account click "Create an Account";
2. You will then be asked to input your email...you MUST have an email account to do this. Once you have done this a link will be sent to your email address. Click on this link to continue;
3. You will then be asked to create a passphrase. It will let you know if the phrase is good by changing to a green colour. If it does not change to green, your password will not be accepted. It should be 8 characters and include capitals, symbols and numbers. Click "Set PassPhrase".
4. Click Begin Application;
5. Input your address and click "next step";
6. If you are not employed by an agency you can simply click "Next Step" to continue;
7. Once you have confirmed the information is correct, click "Save and Add Child"
8. Input your child's information. You can put part of the school name and it should give you a drop down box...for the viability test please input "DSBN – school name";
9. If you are not being referred by an agency, you can simply click "Next Step"
10. The next screen asks if you are in need of financial assistance, you have three choices, you must pick one and click "Next Step"
11. Confirm everything is correct and click "Continue and Apply to Programs"
12. Your preferred start date for this year MUST BE September 8, 2015, this is the first day of school; Complete the full screen and click "Next Step"; If you wish to click the other boxes you must click "select all" first in order to remove the check marks from all boxes, you can then choose...it is not mandatory to choose these however;
13. A list of schools/centres will now come up, your school will start with DSBN – "school name"; Click "Next Step"
14. You will then be asked to review the application; If everything is correct you can click "Save and return to home screen";
15. You can add more children at this point;