

Completing your Information on Synergy

You can log in to Synergy FIS to update the information we hold about you.

You will need your user name and password.

If you do not know your user name, please email us at haricare@haringey.gov.uk. Enclose your name, email address, and the name of the provider you are entering information for.

If you do not know your password, you will be able to set a new one as long as you have access to the email address which we used to set up your user name.

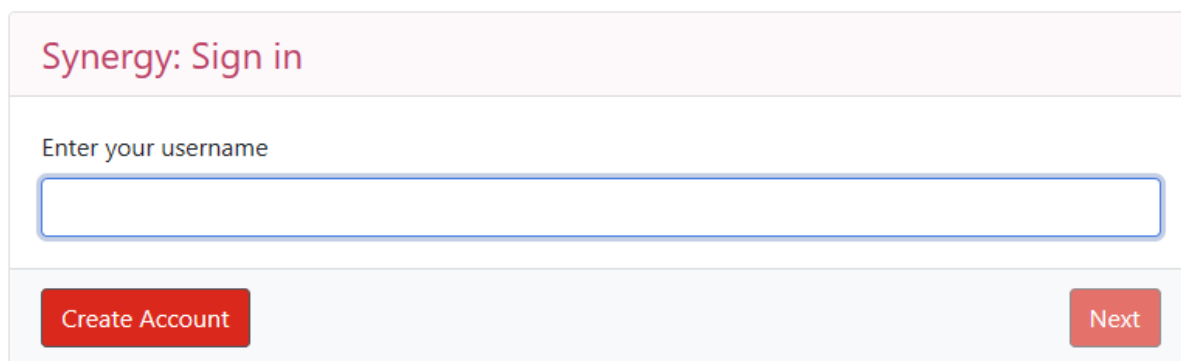
Go to <https://live.cloud.servelec-synergy.com/Haringey/Synergy/Default.aspx>

Click the Sign in link at the top right



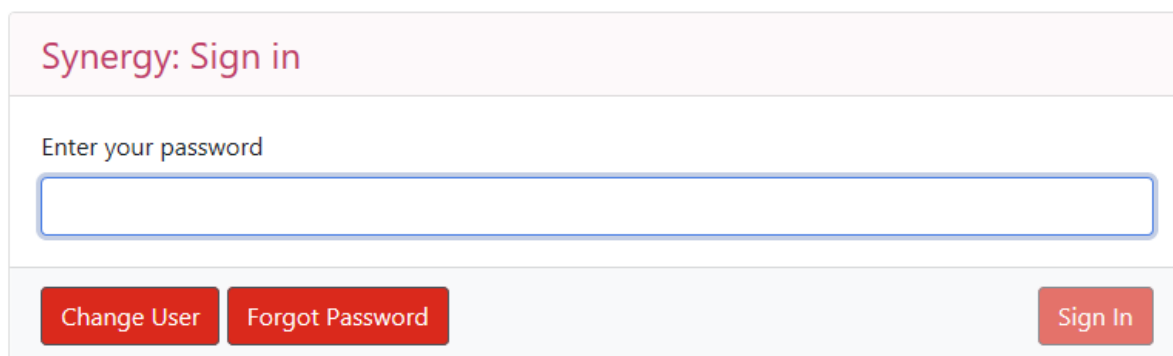
The screenshot shows the top navigation bar of the Synergy website. On the left, it says "Childcare in Haringey". On the right, there are links for "Shortlist" and "Sign in". Below the navigation bar is a search bar with the text "A-Z Search Options:".

Enter your user name and password, and click sign in



The screenshot shows the "Synergy: Sign in" page. It has a heading "Synergy: Sign in" in red. Below the heading is a text input field labeled "Enter your username". At the bottom of the form, there are two red buttons: "Create Account" on the left and "Next" on the right.

If you have forgotten your password, use the Forgotten your password? Link



The screenshot shows the "Synergy: Sign in" page. It has a heading "Synergy: Sign in" in red. Below the heading is a text input field labeled "Enter your password". At the bottom of the form, there are three red buttons: "Change User" on the left, "Forgot Password" in the middle, and "Sign In" on the right.

If we have just given you a new password, when you click sign in you will be prompted to select a new password



The screenshot shows the "Synergy: Reset password" page. It has a heading "Synergy: Reset password" in red. Below the heading are two text input fields: "New Password *" and "Confirm Password *". Below the second field is the text "Please confirm your password". At the bottom right of the form is a red button labeled "Change Password".

When you enter your password, or after you have changed your password, you go to the home screen

A-Z Search Options:
Search for a Provider beginning with a letter of the alphabet.

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 123

- Search All Childcare Providers**
Search for different types of childcare by keyword and location
- Free for 2s video (Opens in New Window)**
Watch our Free for 2s video to see what a typical learning and fun day is like for a two year-old!
(Opens in New Window)
- Schools**
Search for schools
- Free 15 hours early learning (free for 2s) for some two year olds**
Find providers who offer free early learning and childcare for parents receiving support. Up to 15 hours a week.
- Free 15 hours early education for all three to four year olds**
Find providers who offer free early education for three and four year olds. Up to 15 hours a week.
- Free 30 hours childcare for working parents of three to four year olds**
Find providers who offer free childcare for working parents of three and four year olds. Up to 30 hours a week.
- Childminders**
Search for a childminder
- Nurseries**
Search for different types on nursery provision
- Out of school childcare**
Breakfast clubs, after school clubs and holiday clubs.
- Activities**
Search for Parent and Toddler groups and children's centre activities.

Click word "Modules" at the top.

You will see the words Childcare/Service Provider. Click on this

Childcare in Haringey Modules ▾

- Synergy Home
- Childcare / Service Provider

A-Z Search Op
Search for a Provider beginning with a letter of the alphabet.

You will now see your home screen

Childcare / Service Provider Hello

Organisation: [redacted]

Home Forms Funding

Welcome to Haringey's Childcare Provider Portal

Click the forms link. You will now see a list of forms

Fill In Forms

Please select a form below to update your details:

- [2019 Early Years Census](#)
- [Haringey Early Years Provider Form](#)
- [Vacancies update](#)

Select Haringey Early years Provider form. This allows you to complete your provider details

The vacancies update is a one page form you can use to update our system what vacancies you have.

When you click one of these, a new window will open

Haringey Early Years Provider Form

Next Page

Select page: Title

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In order to provide up to date information to people seeking childcare, we need to publish details of the childcare services you provide. This information will be on our website and on approved government websites.

Some of the information on our site is uploaded from OFSTED. Please make sure the information you have provided to OFSTED is complete and up to date

Next Page

Select page: Title

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Submit Form

FIS Provider Portal - Part of the Synergy FIS Suite

Click next page and complete the information requested. When you click submit form, we will receive the information. When we accept the form, your information on our system will update to show the new information you provided