



## **INFORMING OFSTED POLICY**

Informing Ofsted Policy telephone 03331231231

The Statutory Framework for the Early Years Foundation Stage states that there are occasions when Ofsted must be informed.

All providers must inform Ofsted, without delay, of any allegations of serious harm or abuse by any person living, working, or looking after children at the premises (whether that allegation relates to harm or abuse committed on the premises or elsewhere), or any other abuse which is alleged to have taken place on the premises, and of the action taken in respect of these allegations. Notifications must be made as soon as is reasonably practicable but at the latest within 14 days of the allegations being made. An early years provider who, without reasonable excuse, fails to comply with this requirement, commits an offence.

Providers must notify Ofsted of any changes in the facilities to be used for care that may affect the space and level of care available to children. Notifications must be made as soon as is reasonably practicable but at the latest within 14 days of the allegations being made. An early years provider who, without reasonable excuse fails to comply with this requirement, commits an offence.

### **Accident and Injury**

Providers must notify Ofsted of any serious accident, serious illness injury to or the death of any child whilst in their care, and of the action taken. Notification must be made as soon as is reasonably practicable but in any event within 14 days of the incident occurring.

Providers must also notify local child protection agencies and must act on any advice given.

An early years provider who, without reasonable excuse, fails to comply with this requirement, commits an offence.



Providers must notify Ofsted of any food poisoning affecting two or more children looked after on the premises. An early years provider who, without reasonable excuse, fails to comply with this requirement commits an offence.

#### Changes that must be notified to Ofsted

- any proposal of childminders to employ an assistant to look after children
- any change of persons of 16 years or over living or working on childminding premises
- any proposal to change the hours during which childcare is provided; or to provide overnight care
- any change to the persons caring for children on any premises where childminding is provided
- any change in the address of the premises (and seek to operate from those premises where appropriate)
- any significant event which is likely to affect the suitability of the early years provider or any person who cares for, or is in regular contact with, children on the premises to look after children
- to the premises which may affect space available to children and the quality of childcare available to them
- any change in the name or address of the provider or the providers other contact information
- any change in the person who is managing the early years provision
- any change in the name or registration number of the company
- any change to the nominated individual, partners or directors
- any criminal offence committed by the registered provider after the time of registration.

An early years provider who, without reasonable excuse fails to comply with this requirement, commits an offence.

#### Premises



Providers must inform Ofsted of any significant changes or events relating to premises on which childcare is provided.

Significant changes or events which must be reported to Ofsted include:

- significant changes to the premises, for example structural alterations or an extension:
- something which adversely affects the smooth running of the provision over a sustained period of time
- changes to the outside of the premises such as adding a pond or taking down fencing.

## Complaints

Providers must make available to parents and/or carers details about how to contact Ofsted. The record of complaints must be made available to Ofsted on request.