Procedures for Notifying Ofsted

**Policy**

In order to maintain the highest standards in our setting we maintain a close working relationship with Ofsted as the regulatory body which monitors the quality of our provision.

**Procedures**

We will ensure that we inform Ofsted within 14 days:

* Of any allegations of abuse made against any adult in the setting.
* Details of any order, determination (court’s decision), conviction or other ground for disqualification from registration under regulations made under section 75 of the Childcare Act 2006.
* Date of the order, determination (court’s decision) or conviction, or the date when the other ground for disqualification arose.
* The body or court which made the order, determination or conviction, and the sentence (if any) imposed, and
* A certified copy of the relevant order (in relation to an order or conviction).
* Any food poisoning incident involving two or more children looked after on the premises.
* Any serious accident, illness or injury to, or death of, any child while in our care, and the action taken. Local child protection agencies will also be notified.
* Any changes in the address of the premises.
* Any changes to the premises which may affect the space available to children and the quality of childcare available to them;
* Any changes in the name or address of the provider, or the provider’s other contact information;
* Any changes to the person who is managing the early years provision; this will include the new person’s name, any former names or aliases, date of birth, and home address.
* Any proposal to change the hours during which childcare is provided; or to provide overnight care.
* Any significant event which is likely to affect the suitability to look after children of the early year’s provider or any person who cares for or is in regular contact with, children on the premises.
* Where the early years provision is provided by a company any change in the name or registered number of the company.
* Where the early years provision is provided by a charity any change in the name or registered number of the charity.
* Where the childcare is provided by a partnership, body corporate or unincorporated association whose sole or main purpose is the provision of childcare, any change to the individuals who are partners in, or a director, secretary or other officer or members of its governing body.