



Registered Charity No 1035670

## INFORMING OFSTED POLICY

This is Beckley Preschool's policy on informing OFSTED.

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

Providers must notify OFSTED of any change in the facilities to be used for care that may affect the space and level of care available to children.

Providers must notify OFSTED and local child protection agencies of any serious accident or injury to, or serious illness of, or the death of, any child whilst in their care, and act on any advice given.

Providers must notify OFSTED of any food poisoning affecting two or more children looked after on the premises.

Providers must notify OFSTED of:

- any change of provider or person with direct responsibility for early years provision;
- 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 which will entail the provision of overnight care;
- any change to the premises from which childcare is provided which may affect the space available to children and the quality of childcare available to them;
- any change in their name or address;
- any change in the name or registered number of a company, or any change in the name or registration number of a charity;
- any change in the address of premises on which childcare is provided;
- any criminal offence committed by the registered provider after the time of registration.

### Premises

Providers must inform OFSTED of any significant changes or events relating to the 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.

Beckley Preschool, Beckley Village Centre, Main Street, Beckley, TN31 6RL 01797 260582

Email : [info@beckleypreschool.co.uk](mailto:info@beckleypreschool.co.uk)

Website : [www.beckleypreschool.co.uk](http://www.beckleypreschool.co.uk)

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

It will be the responsibility of the Preschool Manager to ensure OFSTED is informed as soon as possible by telephoning 0300 123 1231.

This policy was adopted by the Management Committee of Beckley Preschool on 22<sup>nd</sup> May 2008.

This policy was reviewed and updated on 7<sup>th</sup> October 2014.

Signed on behalf of the management committee

Name of signatory

Role of signatory

Beckley Preschool, Beckley Village Centre, Main Street, Beckley, TN31 6RL 01797 260582

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