



What we must notify Ofsted about?

As a registered provider we must notify Ofsted of certain significant events and changes. Notifications should be made as soon as reasonably practicable and, where applicable, within 14 days.

Serious accidents, injuries and illness

- A serious accident involving a child while in our care
- A serious injury to a child
- A serious illness affecting a child while in our care
- A child is admitted to hospital as a result of an accident, injury or illness occurring while in our care
- The death of a child in our care

Safeguarding and allegations

- An allegation that a person who lives, works or provides care on the premises has harmed or abused a child
- An allegation of abuse relating to someone working with children where Ofsted notification is required
- Abuse alleged to have taken place on the childcare premises
- Any significant event that may affect the suitability of a person to provide childcare or have regular contact with children

Important: Safeguarding concerns must also be referred to the appropriate safeguarding agency. An Ofsted notification does not replace a referral to Children's Social Care, the LADO or the police where required.

Food poisoning

- Two or more children receiving childcare become ill with food poisoning

Changes to the registered provision

- Change of registered provider
- Change of provider name or address
- Change of registered premises



What we must notify Ofsted about?

- Significant change to the premises that may affect the space available or the quality of childcare
- Change of manager
- Change of nominated individual, where applicable
- Relevant changes to directors, trustees, partners, committee members or other people connected with the registered organisation
- A change to the legal identity of the organisation
- A significant event affecting the suitability of the registered provider or relevant connected person
- A proposed change that would introduce overnight childcare

We do not have to notify Ofsted about:

- referrals you make to other agencies following a concern about a child in your care, such as a child protection referral
- complaints about fee disputes
- minor injuries
- changes to the health of managers, staff or volunteers at early years settings
- admissions to hospital for routine operations or check-ups that have no effect on your ability to care for children

Signed by Chair of Trustees:

Signed by Operations Manager: