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| **SAFEGARDING and WELFARE REQUIREMENTS FOR PROVIDERS ON THE CHILDCARE REGISTER**  These are the core requirements for all childcare providers on domestic or non-domestic premises who are registered with Ofsted.  **Voluntary part (Updated 31/10/22)** | | | | | | | |
| **Name of Provider:** | | The Ranch | **Date:** | 31/10/23 | **Advisor:** | Jane Barter | |
| **Childcare Register – Voluntary part** | | | | | | | |
| **CHILD WELFARE – YOU MUST:** | | | | | | | |
| **ITEM** | **SECTION** | | | | **Evidence if Met** | | **Recommendations if not MET** |
| **1** | keep the children being cared for safe from harm | | | | Ratios are 1:1 or 2:1 so children are kept safe. | |  |
| **2** | make sure that enough people are present at all times to ensure children’s safety and welfare At least one of these must be the provider, manager or employee. | | | | Iain or Toni (owner/managers) are always present and several staff depending on how many children are attending. Ratios as above. | |  |
| **3** | make sure that anyone under the age of 17 is always supervised by someone aged 18 or over | | | | No staff are under the age of 18. | |  |
| **4** | make sure that no one smokes or consumes/under the influence of alcohol or drugs on the premises while childcare is being provided or around any child being cared for, including medication that might affect their ability to look after children | | | | There is a strict no-smoking policy and signage on site. | |  |
| **5** | manage the children’s behaviour in a suitable manner | | | | There is a behaviour management policy in place. | |  |
| **6** | not use corporal punishment, and you must insure that no one providing the childcare, or living or working on the childcare premises, uses corporal punishment on a child | | | | As above. | |  |
| **SAFEGUARDING – YOU MUST:** | | | | | | | |
| **8** | have, and follow, a written policy to safeguard children from abuse or neglect | | | | Safeguarding policy in place. Iain is the DSL and completed L3 Safeguarding training in July 2023. | |  |
| **9** | not let children have unsupervised contact with anyone who does not have a Disclosure and Barring Service (DBS) check with barred lists | | | | Enhanced DBS checks are in place. | |  |
| **Childcare Register – Voluntary part** | | | | | | | |
| **CHECKING SUITABILITY**  **The provider, manager and everyone who looks after children must be suitable to work with children. As the provider YOU MUST;** | | | | | | | |
| **ITEM** | **SECTION** | | | | **Evidence if Met** | | **Recommendations if not MET** |
| **10** | have an effective system in place to make sure that everyone providing childcare is suitable | | | | Safer recruitment procedures followed and DBS checks in place. Iain has completed safer recruitment training. | |  |
| **11** | make sure that everyone providing childcare has obtained an enhanced Disclosure Barring Service (DBS) check with barred lists | | | | In place | |  |
| **12** | anyone aged 16 or older who lives on the premises or works there during childcare hours must have an enhanced DBS check with barred lists (see [People connected with Ofsted-registered childcare - GOV.UK (www.gov.uk)](https://www.gov.uk/guidance/people-connected-with-ofsted-registered-childcare)) | | | | All staff have DBS checks. No-one lives on site. | |  |
| **QUALIFICATIONS AND TRAINING**  **At least one person looking after the children MUST have:** | | | | | | | |
| **13** | either a minimum level 2 [Republication of Common Core of Skills and Knowledge for the Children’s and Young People’s Workforce - Foundation Years](https://foundationyears.org.uk/2015/02/republication-of-common-core-of-skills-and-knowledge-for-the-childrens-and-young-peoples-workforce/) qualification in an area of work relevant to the childcare provided or training in the | | | | Iain has level 5 Residential Childcare management qualification. | |  |
| **14** | an appropriate first aid qualification | | | | All staff have first aid at work training and 3 members have paediatric first aid training. | |  |
| **YOUR PREMISES & EQUIPMENT**  **Your premises must be safe and suitable for childcare. Your premises must be safe and suitable for childcare. You MUST display your registration certificate on the premise. If applicable, you must also display any notice of suspension there for the period of suspension. YOU MUST:** | | | | | | | |
| **15** | make sure that no child can leave the premises without someone who is providing childcare being aware, unless the child is not a young child and you have agreed with the parent that they can leave by themselves, or the provision is open access childcare; a child is young child up until 1st September following their 5th birthday; providers and parents can use their discretion in agreeing a higher age restriction for allowing children to leave unsupervised | | | | A full risk assessment is in place. There is a policy for children leaving the site and they must be always supervised. There is a robust handover procedure when children area and when they are collected by parents and carers. | |  |
| **16** | have enough suitable toilet and handwashing facilities for the children you look after | | | | There is a compost toilet and handwashing facilities. | |  |
| **17** | provide access to a secure outdoor space, or if this is not possible, make reasonable arrangements for outdoor activities | | | | Most of the provision is outdoor based. | |  |
| **Childcare Register – Voluntary part** | | | | | | | |
| **YOUR PREMISES & EQUIPMENT (Continued)**  **YOU MUST:** | | | | | | | |
| **ITEM** | **SECTION** | | | | **Evidence if Met** | | **Recommendations if not MET** |
| **18** | do everything necessary to minimise any risks to children or staff from the premises (including entrances or exits) equipment or activities | | | | A risk assessment is in place and all equipment is locked away. | |  |
| **ORGANISING YOUR CHILDCARE**  **You MUST make arrangements with other later years childcare providers or with parents for occasions when you cannot provide childcare. YOU MUST not refuse to look after a child or treat them less well than another child because of any of the following:** | | | | | | | |
| **19** | the child’s race, home language, family background or gender | | | | This is included in the PSHE policy. | |  |
| **20** | the religion or belief of the child or the child’s parents | | | | As above | |  |
| **21** | any disability of learning difficulty that the child may have – this means that you must follow your legal responsibilities under the Equality Act 2010 (for example, the provisions on reasonable adjustments) | | | | As above | |  |
| **22** | you must have public liability insurance. This covers death, injury, public liability, damage or other loss | | | | In place with up to 5 million cover. | |  |
| **PROVIDER ON DOMESTIC PREMISES WORKING ELSEWHERE** | | | | | | | |
| **23** | under your childcare on domestic premises registration, you can apply to spend up to 50% of your time providing childcare from non-domestic premises **(**[Applying to work for up to 50% of the time on non-domestic premises (EYA) - GOV.UK (www.gov.uk)](https://www.gov.uk/guidance/applying-to-work-for-up-to-50-of-the-time-on-non-domestic-premises-eya) such as a church hall or community centre. You can provide this childcare without applying/ However, you cannot offer Ofsted registered childcare from the non-domestic premises unless you have applied with Ofsted giving their approval | | | | | | |
| **COMPLAINTS – YOU MUST:** | | | | | | | |
| **24** | have a written complaints policy and fully investigate each complaint fully | | | | In place | |  |
| **25** | keep written records for 3 years of any complaint, the investigation outcome and any action taken | | | | Aware and in place | |  |
| **26** | respond (in writing, if requested) to the parent who made the complaint, setting out the findings of the investigation and any resulting actions – you must do this as soon as reasonably possible but within 28 days of the complaint being made | | | | In place | |  |
| **Childcare Register – Compulsory and Voluntary parts** | | | | | | | |
| **COMPLAINTS continued – YOU MUST:** | | | | | | | |
| **ITEM** | **SECTION** | | | | **Evidence if Met** | | **Recommendations if not MET** |
| **31** | provide, if Ofsted ask for it, a summary of complaints for the last 12 months and any action taken, or a list of all complaints made during the last 3 years, within a reasonable timeframe that they specify | | | | In place | |  |
| **KEEPING RECORDS AND PROVIDING INFORMATION**  **YOU MUST record the following for each child:** | | | | | | | |
| **32** | their name, home address and date of birth | | | | This is collected on the registration documentation | |  |
| **33** | their parents’ names, home address and telephone number | | | | This is completed online when a parent or carer registers their child. | |  |
| **34** | days and times when they attend the childcare | | | | There is a register at the setting for when children arrive and are collected. | |  |
| **KEEPING RECORDS AND PROVIDING INFORMATION**  **(You should keep the information for 2 years from the date it was recorded)**  **you MUST also record, as soon as reasonably possible:** | | | | | | | |
| **35** | any accidents that happen on the premises | | | | An accident book is in place and first aid resources are available. | |  |
| **36** | any medicine given to a child, or that a child takes themselves, including the date, circumstances, person who gave it and the parent’s consent | | | | A medication policy is in place. | |  |
| **37** | the name, home address and telephone number of everyone living on the premises or working there during childcare hours | | | | In place | |  |
| **GIVING PARENT INFORMATION**  **YOU MUST provide the following to parents whose children you look after:** | | | | | | | |
| **38** | details of the children’s activities | | | | This is available on the website. | |  |
| **39** | copies of your written policies | | | | Available on the website | |  |
| **40** | information about Ofsted’s role in registering and regulating childcare ([Inspecting registered childcare providers: information for parents - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/information-for-parents-about-ofsteds-role-in-regulating-childcare)) | | | | Not in place | | Iain will add this to the website. |
| **Childcare Register – Compulsory and Voluntary parts** | | | | | | | |
| **GIVING OFSTED INFORMATION**  **YOU MUST tell Ofsted about any serious childcare incidents while you are looking after a child. You should do this as soon as possible but within 14 days. Find out what serious incidents you need to report on and how to tell Ofsted**  **(**[Report a serious childcare incident - GOV.UK (www.gov.uk)](https://www.gov.uk/guidance/report-a-serious-childcare-incident)**)**  **YOU MUST also tell Ofsted about:** | | | | | | | |
| **ITEM** | **SECTION** | | |  | **Evidence if Met** | | **Recommendations if not MET** |
| **41** | any changes to your full name. address, telephone number, address where you provide childcare, working hours and number of children you look after | | | | Iain is aware of this. | |  |
| **42** | any changes to the manager | | | | As above | |  |
| **43** | changes to people responsible for running the childcare ([Daycare roles that must register with Ofsted - GOV.UK (www.gov.uk)](https://www.gov.uk/guidance/daycare-roles-that-must-register-with-ofsted)) | | | | As above | |  |
| **44** | changes to any people aged 16 or over living on the premises or working there during childcare hours | | | | As above | |  |
| **45** | to tell Ofsted about changes to people, please see ‘Report changes to registered people in your nursery or other daycare’ ([Report changes to registered people in your nursery or other daycare (EY3) - GOV.UK (www.gov.uk)](https://www.gov.uk/guidance/report-changes-to-registered-people-in-your-nursery-or-other-daycare-ey3)) | | | | As above | |  |
| **ADD ANOTHER PREMISES**  **If you want to work from additional premises under your Ofsted registration, you must apply to add another setting**  **(**[Add another setting to your nursery or other daycare organisation (EYS) - GOV.UK (www.gov.uk)](https://www.gov.uk/guidance/add-another-setting-to-your-nursery-or-other-daycare-organisation-eys)) | | | | | | | |

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| **SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND)** | | | |
| **This section covers additional consideration for children with SEND additional needs and inclusive practice. Sections 1 to 45 above, apply to all children.** | | | |
| **ITEM** | **SECTION** | **Evidence if Met** | **Recommendations if not MET** |
| **A** | Provide a safe, caring environment in which every child can participate effectively and feel a sense of achievement through recognition of their successes. | All children attending have an EHCP and the plans are implemented. |  |
| **B** | Ensure children with special educational needs or disabilities have access to the activities on offer. This may mean making reasonable adjustments. | Staff support children’s individual needs |  |
| **C** | Ensure that all children are valued and respect each other as individuals whatever their need or ability. | Staff support children in a sensitive and caring manner. This was observed during the visit. |  |
| **D** | To listen to the voice of the children about their current interests and those of the parents to encourage a successful partnership between home and the setting. | Staff attend TAF meetings and work closely with parents and carers to meet their needs. |  |
| **E** | Ensure as much as possible that children with SEND participate fully in the setting and where possible give positions of responsibility and to be able to take an active part in decisions about their own needs. | Children are fully involved in the care of the animals and take on responsibilities and can make some decisions for themselves. |  |
| **F** | Accessibility – ensure that the physical environment is and around the setting is accessible to all children. This may mean the use of ramps, wide door frames for wheelchair access. | The site has access to a ramp so that all children can attend the site. |  |
| **STAFF, MEDICATION & INTIMATE CARE** | | | |
| **ITEM** | **SECTION** | **Evidence if Met** | **Recommendations if not MET** |
| **G** | Ensure staff have the skills and knowledge and support to be effective for all children including those with SEND. | One staff member is ELSA trained and all staff have worked with children and adults with SEND. |  |
| **H** | Provide support and advice for all staff working with children with special educational needs and children with disabilities. | In place |  |
| **ITEM** | **SECTION** | **Evidence if Met** | **Recommendations if not MET** |
| **I** | Carry out regular risk assessments taking into consideration children’s individual needs both inside the setting and on outings. | Risk assessment in place |  |
| **J** | Keep a record of medication requirements and administration of the medication, ensure parents sign for each dose as required. (See ITEM 36 above). | Paperwork and permissions in place |  |
| **K** | Liaise when required with early years providers, other schools, educational psychologists, health and social care professionals, and independent or voluntary bodies. | The setting regularly reports to social workers, and the LA, DFM team. Staff also attend EHCP reviews and TAF meetings. |  |
| **L** | Ensure that staff have the adequate knowledge for specific areas of need. | All staff are appropriately trained. |  |
| **M** | As SEND children may be more vulnerable, ensure that all staff are up to date with the Prevent Duty and County Lines and the settings overall Safeguarding Policy and Procedures. | All staff have completed level 2 safeguarding and prevent duty training. |  |
| **N** | Parent/carers should give permission for intimate care if this is regularly required. Keep permission slips for your records. | There isn’t a space to carry out intimate care. | Iain plans to make the space private to offer dignity to the child during intimate care. Iain will get permissions if required although most intimate care is carried out by school staff when Wyvern school visit the site. |