



OFSTED NOTIFICATION POLICY FOR CHANGES

The Nursery has a legal requirement to inform Ofsted of the following changes:

- Change in address or telephone number of the premises on which childcare is provided.
- Particulars of any proposal to change the hours during which childcare is provided which will entail the provision of overnight care.
- Particulars of any significant event which is likely to affect the suitability of the early years provisions or any person who cares for, or is in regular contact with, children on the premises to look after children.
- Any change to the person who is managing the Early Years Provision, including changes to their address or telephone number.
- Where the Early Years provision is provided by a company, any change in the name or the registration number of the company.
- Structural alterations or an extension or something which adversely affects the smooth running of the provision over a sustained period of time, including changes to the outside of the premises such as adding a pond or taking down fencing.
- Where it is reasonably practical, notification must be made in advance of the event occurring. In all other cases notification must be made as soon as it is reasonably practical, but in any event within 14 days of the event occurring.
- The Nursery under the Childcare (Disqualification) Regulations 2007 must inform Ofsted of any court order, determination or conviction or any grounds for disqualification from registration applying to themselves or any other person living or working on the premises.

This policy will be reviewed in April 2023