

Childminder compliance checklist

Name of childminder:	Date:
Date and grade of last Ofsted Inspection, if applicable:	

Requirements:	Yes, No, Action	Assistants (if applicable)
Are you still childminding? if not have you informed Ofsted? T: 0300 123 1231 (E: enquiries@ofsted.gov.uk)		
Do you have a copy of the Statutory Framework for the Early Years Foundation Stage March 2017? www.foundationyears.org.uk/files/2017/03/EYFS_STATUTORY_FRAMEWORK_2017.pdf		
Do you have a copy of the early years Outcomes? (Due to be reviewed) dev matters		
Have you completed any actions and recommendations from your last inspection?		
Have you read the Ofsted 'Early years inspection handbook' May 19 updated Sept 19 www.gov.uk/government/collections/education-inspection-framework		
Is your paediatric first aid (PFA) certificate up-to-date? (p22 & 36)		
Is your paediatric first aid box easily accessible? (p28) Does it contain items recommended on training, are dressings in date? Do you have contents list?		
Is your registration certificate displayed? (p34)		
is your public liability insurance up-to-date, including employers liability insurance if applicable? www.mortonmichel.com or www.pacey.org.uk childcare.co.uk (p30)		
Have you inducted co-childminders and assistants on safeguarding, child protection, emergency evacuation, equality and health and safety? (p21) Do you have a whistle blowing procedures?		

Have you got parental permission to leave children alone with an assistant for up to two hours? (if they have PFA)		
Are you aware of the safer recruitment guidelines if employing staff?		
Do you have full details of children and parents contact and emergency details? (p32)		
Do you have a daily register with children's full names and exact times of attendance? (p34)		
Do you have a written contract, regularly reviewed, for each family using your setting?		
Have you informed Ofsted of any children reaching 16 or adults moving in or out?		
Has everyone over 16 living or working at the setting had a DBS check?		
Have you informed Ofsted if there been any significant changes or events? (p34) Premises, extension, fencing, child protection, allegations against cm, serious accident or illness		
Do you display the Ofsted Parents Poster (Oct 14) (p33) www.ofsted.gov.uk/resources/poster-for-parents-childcare		
Do you have prior written permission to seek emergency medical advice or treatment? (p27)		
Do you have prior permission for temperature reducing medicine? (with brand name) (p27)		
Do you obtain and record prior parental written permission before medication is given? (p27)		
Do you have written permission for: play equipment, journeys, sun cream, emergency care, specific outings?		
Do you record or complete risk assessments for home and garden? (Visual or written) (p31)		
Do you have a risk assessment for outings? (p31)		
Do you complete emergency evacuations and have you got a record or log of these? (p 29)		
Is your fire blanket sited and fitted to manufacturer's recommendations? (p29)		
Do you have and regularly check smoke detectors and carbon monoxide detectors?		
Do you have an emergency plan and back up contact? (p29)		
Do you keep records of medicine given, illness, accidents or concerns? (p28)		

Do you have a complaints policy, procedure and log? (p33)		
Do you assess children's starting points with parents when they start your setting? (p13)		
Do you carry out observations, and regularly assess or track children's progress? (p13)		
Can you show how you plan for individual children? (p13)		
Have you completed two year checks (Statutory requirement page 13)), where applicable?		
Do you involve parents and share information regarding development? (p13)		
Do you have and show parents a copy of the guide 'What to expect, when?' Oct 18		
Have you got evidence of how you inform parents about your service and how you obtain feedback (eg, daily diary, questionnaires, meetings) (p32)		
Do you liaise and share information with other settings effectively? (p13)		
Do you use your car? Do you have business insurance and suitable car seats? (p31)		
Have you done Level 2 and 3 safeguarding training in the last three years (via LSCB)? (p16) (Good practise guidance is to refresh safeguarding knowledge every two years)		
Do you know the procedure you need to take if you are worried about a child (SPA)? (p17) LSCB Poster https://kingstonandrichmondscb.org.uk/news-resources/leaflets-158.php		
Are you familiar with the statutory guidance 'Working Together to Safeguard Children 2018'. (p17) www.gov.uk/government/publications/working-together-to-safeguard-children--2		
Have you got the 'What to do if you're worried a child is being abused' (Mar 15) www.gov.uk/government/publications/what-to-do-if-youre-worried-a-child-is-being-abused--2		
Are you aware of the document: 'Inspecting safeguarding in early years, education and skills settings' www.gov.uk/government/publications/inspecting-safeguarding-in-early-years-education-and-skills		
Have you attended a Signs of Safety workshop?		
Are you aware of the Prevent Duty and fundamental British values?		

Are you aware of FGM?		
Have you done any other training, childcare qualifications?		
Do you self-evaluate your setting? What is your evidence?		
Do you provide healthy, balanced and nutritious food, and water? (p28)		
Is fresh drinking water available and accessible to children at all times? (3.47 –Page 28)		
Have you got or completed the free safer food better business pack for childminders? www.food.gov.uk/business-industry/caterers/sfbb/sfbbchildminders/		
Are you aware of the allergy labelling legislation/14 allergens www.food.gov.uk/allergy		
Do you have a procedure to manage food allergies and preferences?		
Data protection: Are you aware of the General Data Protection Regulations 2018? Have you registered with the Information Commissioners Office as a data controller? https://ico.org.uk/		
Is your environment clean and hygienic?		
Is the space, and the furnishings you provide, inviting?		
Is there any display for children, eg, children’s artwork, photographs?		
Are children helped to use and understand language?		
Is adult-child interaction and discipline appropriate to the age or stage of the children?		
Activities to support learning: Prime areas: communication and language, physical development and personal social and emotional development. Specific areas: literacy, mathematics, understand the world, expressive arts and design. Do you have a rich variety of resources for children to self-select in the indoor and outdoor environment? Eg, fine and gross motor, arts and craft, music and movement, blocks, construction, books, dramatic and role play, problem solving, number, nature and science, sand and water, IT?		
Do you provide positive images, activities and resources to reflect equal ops and diversity?		
Is TV, radio, video, computer used appropriately?		

Policies and procedures required in the EYFS:

Safeguarding Children – including allegations against childminder or adults, use of mobile phones and cameras (p16), Sick Children (p27), Administration of medicines (p27), emergency evacuation (p29), uncollected and missing child (p33), concerns and complaints (p33)

In addition: Early Education Funding Policy (local authority requirement for those drawing down funding), Data Protection Policy (General Data Protection Regulations 2018)

Additional policies and procedures recommended:

Health and safety, equality and inclusion, behaviour management, special educational needs and disabilities

Useful websites

Ofsted: www.ofsted.gov.uk

AFC Training: www.afccpdonline.co.uk/cpd/portal.asp and (formerly LSCB) KRSCP

<https://kingstonandrichmondsafeguardingchildrenpartnership.org.uk/news-resources/krcsp-policies-and-procedures-148.php>

Other comments:**Advisory actions and recommendations:****Self-identified actions and recommendations:**