**How to become a registered Childminder in Torbay**

The Local Authority run a free evening information session called ‘Introduction to Childminding’ which will provide you with the opportunity to gather information about how to become a registered Childminder in Torbay.

Your Tutor will take you through the Ofsted registration presentation which will describe Ofsteds’ official role, the requirements that are necessary for registration and the **Access to Childminding in Torbay (ACT)** training course offered by the local authority. At the end of the session you will then have the opportunity to discuss childminding with some Torbay Registered Childminders who can tell you about the role they play in supporting children and families.

To book a space please contact Gill Pitman on 01803 207895 and she will send you information about the session.



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Discuss becoming a childminder with family members.

Think about whether your home may be suitable.

If you have a landlord, check that they are happy for you to run a business from their property; you will need to have their written permission to show the Ofsted Inspector.

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Read through the Ofsted Early Years and Childcare Registration Handbook so that understand what Ofsted expectations are of you as a registered childcare provider.

**Click on this link to access the document:**

<https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/540262/EY_and_childcare_reg_handbook.pdf>

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Book on to and complete a Childminder training course such as ‘Access to Childminding in Torbay’ (ACT).

Book on to and complete a twelve hour Paediatric First aid course.

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Complete an enhanced criminal records Disclosure and Barring Services (DBS) check through a company called ‘Capita’.

This must be done for every person living in your property over the age of 16 and there is a cost for each application.



Apply online to Ofsted who will then contact you to arrange a registration visit at your home.

This part of the process generally takes about twelve weeks.

**Click on this link to take you to the Ofsted online application:**

<https://www.gov.uk/register-childminder-childcare-provider/overview>



Download the Ofsted Health Declaration booklet, fill in your part then take it to your GP with a prepaid envelope to enable them to complete their section; they can send it directly to Ofsted on your behalf.



Make sure that your house is safe and suitable for children and is ready for your business to start. Purchase any health and safety equipment that you may need e.g. fire blanket.

Complete a risk assessment of the whole of the property including front and back gardens.



Have all the required documents and certificates ready to show the Ofsted Inspector.

Be prepared to demonstrate your knowledge and understanding of the Early Years Foundation stage seven areas of learning and development to the Ofsted Inspector.

Read through the Statutory Framework and make sure that you have complied with the requirements.