

# Triggers for inspections of those on the Early Years Register or Childcare Register

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<b>Early Years Register – new registration</b>	
<b>Location of childcare</b>	<b>When inspection should take place</b>
Childcare on non-domestic premises	Within seven months of registration, unless they have never had children 'on roll' (in their care).
Childcare on domestic premises	Within seven months of registration, unless they have never had children on roll.
Childminding	Within seven months of registration, unless they have never had children on roll.

<b>Early Years Register – no children on roll</b>	
Newly-registered childminders and childcare providers who have never looked after children	Set a prompt to phone the childminder or childcare provider in six months to find out whether there are children on roll. Then phone again every six months. If there are children on roll, or there have been at any time in the previous six months, arrange an inspection. If there have never been any children on roll, follow up each phone call with a letter (EYL 410 after the first call and then EYL 411 after every further phone call). We can cancel the registration of any childminder who has not cared for children for three years.

<p>Childminders and childcare providers not currently looking after any children</p>	<p>If there are children on roll, or there have been at any time in the previous six months, arrange an inspection. If there have not been children on roll at any time in the previous six months set a prompt to phone the childminder or childcare provider in six months to find out whether there have been children on roll at any time in the previous six months. Then phone again every six months. Follow up each phone call with a letter (EYL 410 after the first call and then EYL 411 after every further phone call). We can cancel the registration of any childminder who has not cared for children for three years.</p>
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<p align="center"><b>Early Years Register – main inspection programme</b></p>	
<p align="center"><b>Grade at previous inspection</b></p>	<p align="center"><b>When inspection should take place</b></p>
<p>Outstanding</p>	<p>By 31 July 2012, as specified in the Childcare (Inspections) Amendment Regulations 2009.</p>
<p>Good</p>	<p>By 31 July 2012, as specified in the Childcare (Inspections) Amendment Regulations 2009, and within three years of the last inspection date if possible.</p>
<p>Satisfactory</p>	<p>By 31 July 2012 as specified in the Childcare (Inspections) Amendment Regulations 2009, and where possible within three years of the last inspection date.</p>
<p>Inadequate category 1</p>	<p>Within six to 12 months from the last inspection.</p>
<p>Inadequate category 2</p>	<p>A monitoring visit takes place within three months of the inspection, or as specified in any enforcement action, whichever is sooner. A further monitoring visit takes place at least every three months for up to a year. When the childminder or childcare provider has made enough progress in that particular setting to be judged as satisfactory or better, a full re-inspection takes place. If a monitoring visit finds that there has been little or no improvement, further enforcement action may be taken.</p>

<b>Early Years Register – other triggers for an inspection</b>	
<b>Reason for considering an inspection</b>	<b>When inspected (taking account of previous inspection judgements, the provider’s complaints history and information from the self-evaluation form, if available)</b>
Complaints about the childminder or childcare provider not meeting the requirements for registration	When a principal officer or a compliance, investigation and enforcement senior officer authorises an early inspection because of an investigation into a complaint or the number of complaints received, or if there is any other cause for concern.
Concerns that a childminder or childcare provider may not be meeting the requirements for registration	When a principal officer or a compliance, investigation and enforcement senior officer authorises an early inspection because: <ul style="list-style-type: none"> <li>■ a concern is being investigated; or</li> <li>■ information suggests the childminder’s or childcare provider’s inspection grade, whatever grade that is, is no longer accurate.</li> </ul>
New manager	When a principal officer authorises an inspection after a new manager is appointed.
At least 50% of staff leaving within a 12-month period.	Within 12 months of the previous inspection or investigation visit.
Childminder moving house	Within six months of the move if they were not visited at the time and they haven’t been inspected in the current round of inspections. If there are no children being looked after, then the ‘No children on roll’ inspection process will apply.

<b>Childcare Register – inspection programme</b>	
<b>Reason for the inspection</b>	<b>When the inspection is carried out</b>
Following a complaint or concern about the childminder, home childcarer or childcare provider meeting the requirements for registration	We will inspect the childcare setting as soon as possible, and always within 20 working days of receiving the complaint, depending on how serious the complaint is.
Random sample	We will inspect 10% of the childminders, home childcarers or childcare providers on the register at 1 April each year. Those providers will be chosen randomly.

	<p>The inspection will be carried out within 12 months of the sample being chosen.</p> <p>If overall requirements are not being met and there are significant concerns, a principal officer or a compliance, investigation and enforcement senior officer may authorise a further inspection.</p> <p>In more serious cases, where children are, or may be, at risk of harm, we may cancel registration or take other enforcement action, including prosecution. However, those on the voluntary part of the Childcare Register may continue to look after children without being on the register, and we will take this into account when deciding what further action to take.</p>
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