



Harvard Park Policies and Procedures:

Notification to Ofsted by Providers

21. Notification to Ofsted by Providers

Registered providers must provide Ofsted of any allegations of serious harm or abuse by any person living, working, or looking after children at the premises (whether the allegation relates to harm or abuse committed on the premises or elsewhere).

Registered providers must notify Ofsted of the action taken in respect of the allegations.

A provider must inform Ofsted of any significant event which likely to affect the suitability of any person who is in regular contact with children on the premises where childcare is provided. The disqualification of an employee could be an instance of a significant event.

The provider must give the following information about themselves or about any persons who live in the same household:

- Details of any order, determination, conviction or any other grounds for disqualification from the registration under the regulations made under section 75 of the Children's Act 2006.
- The date of order, determination, or conviction or the date when the other ground of disqualification arose.
- The body of the court that made the order, determination or conviction and the sentence (if any) imposed and
- A certified copy of the relevant order (in relation to an order or conviction)

Registered providers must inform Ofsted of any food poisoning affecting 2 or more children cared for on the premises

Registered providers must provide Ofsted of any serious accident, illness or injury to, or death of, any child while in their care, and of the action taken.

All registered Early Years providers must notify Ofsted of:

- Any change in address of premises; to the premises which may affect the space available to children and the quality of childcare available to them; in the name or address of the provider, or the providers other contact information: to the person who is managing the Early Years Setting.
- Any proposal to change the hours during which childcare is providing; or to provide overnight care.
- Any significant event which is likely to affect the suitability of the Early Years Provider or any person who cares for or is in regular contact with children on the premises to look after children.

- Where the early years setting is provided by the company, any changes in name, registration number of the company.
- Where the early years setting is provided by a charity any change in name or registration number of the charity:
- Where the childcare is provided by a partnership, body corporate or unincorporated association, any change to the "nominated individual" and
- Where the childcare is provided by a partnership, body corporate or unincorporated association whose sole or main purpose is in the provision of childcare, any change to the individuals who are partners in, or a director, secretary or other officers or members of its governing body.
- If there is a change in manager, providers must notify Ofsted that a new manager has been appointed. Where it is reasonably practicable to do so, notification must be made as soon as is reasonably practicable, but always within 14 days.

Where it is reasonably practicable to do so, notifications must be made in advance. In other cases, notifications must be made as soon as it is reasonably practicable, but always within 14 days. A registered provider who, without reasonable excuse fails to comply with these requirements commits an offence.

This Policies and Procedures pack was adjusted by Harvard Park.

Date meeting was held on 30/04/2026

Signed on behalf of the Directors and Proprietors

Nicki Saunders and Tracey Milstead