

Exemption notification form

For childcare providers that operate for 14 days or less in a 12-month period

Age group: 0–8

Published: October 2012

Reference no: 080189



Corporate member of
Plain English Campaign
Committed to clearer communication

361

The Office for Standards in Education, Children's Services and Skills (Ofsted) regulates and inspects to achieve excellence in the care of children and young people, and in education and skills for learners of all ages. It regulates and inspects childcare and children's social care, and inspects the Children and Family Court Advisory Support Service (Cafcass), schools, colleges, initial teacher training, work-based learning and skills training, adult and community learning, and education and training in prisons and other secure establishments. It assesses council children's services, and inspects services for looked after children, safeguarding and child protection.

If you would like a copy of this document in a different format, such as large print or Braille, please telephone 0300 123 1231, or email enquiries@ofsted.gov.uk.

You may reuse this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence, visit www.nationalarchives.gov.uk/doc/open-government-licence/, write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: psi@nationalarchives.gsi.gov.uk.

This publication is available at www.ofsted.gov.uk/publications/080189.

To receive regular email alerts about new publications, including survey reports and school inspection reports, please visit our website and go to 'Subscribe'.

Piccadilly Gate
Store Street
Manchester
M1 2WD

T: 0300 123 1231
Textphone: 0161 618 8524
E: enquiries@ofsted.gov.uk
W: www.ofsted.gov.uk

No. 080189

© Crown copyright 2012



Childcare that is exempt from compulsory registration

Most childcare providers caring for children under the age of eight must register with Ofsted unless the law says that they are not required to do so.

Our factsheet – *Registration not required* – explains which providers are not required to register with us. It is available from our website:

www.ofsted.gov.uk/resources/080134.

Please read *Registration not required* before you continue with this exemption notification form.

Providers who should complete this form

You only need to complete this form if your provision **only** comes under number 16 in *Registration not required*, that is:

- 'care for children aged under eight from particular premises for 14 days or less in any year and you notify us in writing at least 14 days before starting the provision'

and:

- you will be looking after at least one individual child for a total period of more than two hours in any one day.

You do not need to complete the form for any other exemptions. If you are claiming an exemption under number 16 then you should complete this form and email it to enquiries@ofsted.gov.uk, marking in the subject heading 'Exemption notification form' or return it to us at:

Exemption notification forms
Ofsted
National Business Unit
Piccadilly Gate
Store Street
Manchester
M1 2WD.

Exemption notification form

Checklist

1. If your answer is 'No' to **either** of the questions below, please do not complete this form and you do not need to take any further action. If your answer is 'Yes' to both then continue to (2).
 - Will you be looking after children under the age of eight?
 - Will you be looking after at least one individual child for a total period of more than two hours in any one day?

2. If your answer is 'Yes' to the question below, please complete this form.
 - In *Registration not required* does **only** number 16 apply to you?

Type of childcare					
Have you informed us of this childcare provision previously?				Yes	No
If Yes please give the Ofsted reference number (URN) if known					
Please give below the dates of your intended childcare					
What type of childcare do you intend to provide? Tick one (✓)					
Childminding		[A]	for Ofsted use		
Childcare on domestic premises		[B]	for Ofsted use		
Childcare on non-domestic premises		[C]	for Ofsted use		
If you are providing childcare on domestic or non-domestic premises, please tell us the name of the setting; for example Little Stars Nursery					
Address of the premises that you wish to use to provide childcare					
				Postcode	
Telephone number					

Declaration

Please note that if you knowingly make a statement that is false or misleading, you will be guilty of an offence and liable, on summary conviction, to a fine not exceeding level 5 on the standard scale (up to a maximum of £5,000). Full name		
Date of birth		
Position within organisation, if applicable		
Address		
Postcode		
Email address		
Daytime telephone number		
Mobile telephone number		
I confirm the information I have provided on this form is to the best of my knowledge correct		
Signature		
Date		

What happens next?

When we receive this completed form we will write to you to confirm whether your provision is exempt from registration.

Data Protection Act 1998

We will use the information requested in order to decide whether your childcare provision requires registration.

We will process your personal information in accordance with the Data Protection Act 1998. Under the Act you have certain rights regarding access to the personal information that we hold about you. If you wish to make such a request, you should write to us at:

Ofsted
National Business Unit
Piccadilly Gate
Store Street
Manchester
M1 2WD.