

Pathway to Becoming a Registered Childminder

No.	Steps	Contact person	Notes
1	<ul style="list-style-type: none"> Information session (1 hour) Briefing session 3 hours 	Renate Laux	<p>Information and briefing sessions will be held at one of Islington's 16 children's centres or Laycock Professional Development Centre.</p> <p>Attend sessions to find out about what is involved in becoming a childminder. There will be opportunity for you to ask questions.</p>
2	<p>Islington Childminding Training</p> <p>3 day course with an option to attend 3 x ½ day additional training:</p> <ul style="list-style-type: none"> Enabling environments The Early Years outcomes Introduction to the Early Years Foundation Stage (EYFS) 	Renate Laux	<p>This course is available three times per year at Laycock Centre in term time only 10am – 3pm.</p> <p>The course meets Ofsted requirements and will support you to prepare for your Ofsted registration visit.</p> <p>You will be given the name and contact details of your childminding coordinator.</p>
3	Register with Ofsted	Ofsted	<p>Go to www.gov.uk/ofsted for information on how to register including links to:</p> <ul style="list-style-type: none"> Ofsted Disclosure and Barring Service (DBS) application portal Health declaration booklet Ofsted online services <p>Before submitting the Ofsted online application, you and anyone over 16 years connected with your application must complete a DBS check online and join the DBS update service.</p>
4	<p>Home visit</p> <p>Pre-registration check list</p>	Sandra Nicholson/Jo Hunter	<p>You will only receive a home visit once you have applied to Ofsted and completed your DBS.</p> <p>You will need to contact Sandra/Jo to organise a convenient time and date. A pre-registration checklist of actions will be completed and any gaps identified will need to be addressed before your Ofsted registration visit.</p>

	Islington Early Years Childminding Contacts leaflet		At the coordinators visit, you will receive a copy of the Islington Early Years Childminding Contacts leaflet, which gives you contact information for Islington staff who can support you.
5	Ofsted visit	Ofsted	Ofsted will contact you to make a date for a registration visit. Be prepared and ready for your visit Successful applicants will be sent confirmation of registration by Ofsted.
6	Book on – Safeguarding and information sharing foundation. https://iscb.islingtoncs.org	Islington Safeguarding Children’s Board.	New childminders will have attended the Introduction to Safeguarding and Child Protection when undertaking the registration course. Childminders are then required to attend once only the 1 day Safeguarding and Information Sharing Foundation course within 6 months of their registration period. Note that this course is run by the Islington Safeguarding Children’s Board.
7	Complete Family Information Service (FIS) permission and service information form.	Renate Laux (FIS)	Renate will update the FIS database, Family Directory and FIS Childminding leaflet to help you advertise your service.
8	The childminding coordinator will make contact with you once you have been registered for 6 months.	Sandra Nicholson/Jo Hunter	The childminding coordinators will support you further in developing your practice: quality assurance and offering early education funded places for 2, 3 & 4 year olds Continue to browse the childminding hub for up-to-date information and training available to. https://www.islingtoncs.org/node/5443

Contacts

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