



Hints and Tips

Here are some hints and tips to help you meet the 14 National Standards and prepare for your inspection.

Standard 1 – Suitable Person

Please make sure that you are up to date with your training. You can view the course information in the [Training Programme](#), Sept 05-March 06, please make sure that you are up to date with your training including completing the ICP course and keeping your Paediatric First Aid Course current every three years.

If you have a family member who is over 16 then you need to get them their Criminal Record Bureau (CRB) disclosure certificate. The process for this is as follows:

1. Phone up the CIS to request a CM2 form.
2. Get the person who is over 16 to fill out the form themselves.
3. Send the form back to the Ofsted regional office in the pre-paid envelope provided
4. Contact the Criminal Records Bureau for the CRB form on 0870 90 90 822, quoting the Ofsted Registered Body no. 200 96 40 0008. Please say that it's a standard check for anyone over 16 years that you require, as only the childminder requires an enhanced check.
5. Once you have done this the CRB will send you the application form, with instructions, to fill in and return to them. [Identification](#) for the CRB form will need to be supplied.

Registered Childminders working without a CRB certificate

If you are the registered childminder working without a current CRB enhanced certificate you can apply for one by ringing the CRB quoting your URN number and requesting a CRB form for an enhanced check. Also ring Ofsted on 020 7560 7038 to get the registered body number so that you can write this on the form so that Ofsted will pay for your check to be carried out.

Standard 3 - Care, Learning and Play

Click and print out the [activity template](#) to help you with your planning. Don't forget to specify if the activities are for children age 0-2 years, 2-5 years or 5 and above (after school).

Standard 6 - Safety

Guide No. 2 – [Fire precautions](#) for domestic dwellings used for childminding activities

Standard 8 - Food and Drink

Click and print out the [menu template](#) to help you with your planning a healthy and nutritious menu for the children. Don't forget to think about special dietary requirements and discuss the child's diet with their parents.

Standard 9 - Equal Opportunities

The National Standards do specify that Childminders must ensure that they have a number of toys and resources that reflect positive images of culture, gender and disability. So get thinking about how you can reflect these areas in your childminding practise. It doesn't have to be expensive, for example you could get books from the library that reflect positive images of disability, culture and gender reversal. Remember that once you are registered and working as a childminder you will



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need to get evidence of your activities to show the inspector at your follow up inspections, but make sure you ask for parent's written consent if you are going to take photos of the children. If you need to buy in some resources in order to meet this standard we have suggested some [suppliers](#) to help you along your way...

Standard 10 - Special Needs

To access a copy of the [DDA toolkit](#)

To access a copy of '[Early Years and the Disability Discrimination Act 1995 What service providers need to know](#)'

Standard 13 - Child Protection

Click here to access a copy of the [Ealing Area Child Protection Committee Guide](#) (ACPC) in a pdf.