

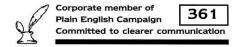
# Exemption notification form

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

Age group: 0-8

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## 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 <a href="mailto:enquiries@ofsted.gov.uk">enquiries@ofsted.gov.uk</a>, 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 p	sly?	Yes	No					
If Yes please give the Ofsted reference number (U if known	RN)							
Please give below the dates of your intended childcare								
What type of childcare do you intend to provide? Tick one (✓)								
Childminding		[A]		for Ofsteo	l use			
Childcare on domestic premises		[B]		for Ofsteo	l use			
Childcare on non-domestic premises		[C]		for Ofsteo	l 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								

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Provision details							
Is the provision owned by an individual or an organisation? Tick one (✓)							
Individual	Organisation						
If the owner is an organisation, please supply its name and address							
Name of organisation							
Address							
	Postcode						
Telephone number							
Email address							
Any other informat	ion						
	her information about your intended childcare provision that you						
believe is relevant.							



#### **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.