

## EARLY YEARS AND CHILDCARE

### Updating your information

<b>Contact Details –</b>	Family Information 0344 800 8020 <a href="mailto:FIS@norfolk.gov.uk">FIS@norfolk.gov.uk</a>	Ofsted 0300 123 1231 <a href="mailto:enquiries@ofsted.gov.uk">enquiries@ofsted.gov.uk</a>
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The tables below show who should be contacted to update your records –

### Ofsted Registered Providers –

<p><b>Contact Ofsted for –</b></p> <p><b>Setting Details</b></p> <ul style="list-style-type: none"> <li>• Name &amp; address</li> <li>• Contact numbers: tel &amp; fax. Email address</li> </ul> <p><b>Registration Details</b></p> <ul style="list-style-type: none"> <li>• Name &amp; address</li> <li>• Contact numbers: telephone, mobile &amp; work. Email address</li> <li>• Provision Type: eg childcare non-domestic</li> <li>• Ofsted Unique Reference No. (URN)</li> <li>• Registration Status: eg resigned</li> <li>• Ofsted registers types: eg Early Years</li> <li>• Registration Conditions</li> <li>• Inspections grading &amp; related information</li> <li>• Childcare periods: eg 45 weeks or more, 4 hours or more</li> <li>• Registered Age Groups &amp; maximum no.</li> </ul>	<p><b>Complete an online form –</b></p> <p><b>Registration Details</b></p> <ul style="list-style-type: none"> <li>• Quality assurance schemes</li> <li>• Partnership working: eg Children’s Centre</li> </ul> <p><b>Childcare Service</b></p> <ul style="list-style-type: none"> <li>• Setting’s website &amp; mobile</li> <li>• Main contact person</li> <li>• Provision offered: eg before &amp; after-school care, within Ofsted registration conditions</li> <li>• Facilities: eg outdoor playspace</li> <li>• Child vacancies, unregistered places</li> <li>• Age range caring for or willing to care for</li> <li>• Core information: eg costs, opening hours</li> <li>• School pick-ups &amp; drop-offs</li> <li>• Additional needs: eg languages spoken, special needs experience &amp; wheelchair access</li> <li>• Any additional information about your service</li> </ul>
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### Providers Exempt from Registration

<p><b>Complete an online form –</b></p> <p><b>Setting Details</b></p> <ul style="list-style-type: none"> <li>• Name of setting, address, main contact person</li> <li>• Contact details : telephone/mobile number, fax number, email address &amp; website</li> </ul> <p><b>Childcare Service</b></p> <ul style="list-style-type: none"> <li>• Provision offered: eg after-school club, breakfast club</li> <li>• Child vacancies, number of places &amp; age range caring for</li> <li>• Core information: eg costs, opening hours, school pick-ups</li> <li>• Additional needs: eg languages spoken, special needs experience &amp; wheelchair access</li> <li>• Facilities: eg outdoor playspace</li> <li>• Any additional information about your service</li> </ul>
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### Early Education Funding

For changes relating to your funding, please contact the Early Years Finance team.

- Bank details
- Named finance contact
- Qualification Level for those working directly with 3 and 4 year olds