

Starting a Childcare Business in Bury



If you are thinking of starting a childcare business in Bury there are many areas to consider. This factsheet provides you with a starting point for the areas you need to consider and provides links to further information.

The Early Years Foundation Stage (EYFS)

The EYFS sets the standards that all early years providers must meet.

The EYFS includes legal, statutory requirements for the provision of young children's welfare, learning and development that all providers must meet, as well as good practice guidance. You will need to adhere to the framework of the EYFS when delivering early learning and childcare if your business is caring for 0-5 year olds.

The Foundation Years Website provides a number of resources for childcare providers, including the EYFS Framework. **You will need to download this and be fully familiar with the framework before Ofsted can register your business.**

Guidance documents are also provided on the website, including

- '**Development Matters**' – a non-statutory guidance material which supports practitioners in implementing the statutory requirements of the EYFS.

- '**A Know How Guide**' which explains about the Two Year Old Development Check which is a statutory requirement.

- '**Early Years Outcomes**' - a non-statutory guide for practitioners and inspectors to help inform understanding of child development through the early years.

You can find all these documents at: <http://www.foundationyears.org.uk/eyfs-statutory-framework/>

Types of Childcare Businesses

- **Private Day Nurseries** – provide care and education for children between the ages of 6 weeks to 5 years. Opening times are usually 50 weeks of the year from 7am-6pm (hours may vary).
- **Pre-school Playgroups** – provide care and early education for children aged 2 to 5 years. Sessions are usually offered during term times.
- **Out of School Clubs** – provide care for children aged between 4 and 14 years during term times either before school, after school or both.
- **Holiday Play Schemes** – provide similar services to out of school clubs but run during the school holidays. Some can offer a full day place, but some only operate on a part time basis and will only be able to offer children care for the morning or afternoon.
- **Crèches** – provide occasional childcare. Crèches must be registered if they care for an individual child for more than two hours continuously; or if they provide care for children for more than four hours a day or provide care for children under 8 years old for more than 14 days in a year.
- **Childminders** – are self-employed childcare providers who care for children in their own home.
- **Nannies/Home Childcarers** – are employed by the parent/carer to look after children at home.

Research your Market

A clear knowledge and understanding of the childcare market and the needs of parents/ carers, children and the wider community is crucial to ensure that you develop a service that meets the needs of users and is sustainable.

Some possible questions to ask:

- Where should it be located?
- What provision already exists in the area?
- What are the fees and waiting lists of other provision which already exists in the area?
- Is there a need/ demand for additional childcare provision in the area?
- Who are the potential customers?

For information on childcare provision in Bury, please visit the Childcare & Children's Centres category in the Children & Families section on The Bury Directory at www.theburydirectory.co.uk

Bury's Childcare Sufficiency Assessment can provide information on supply and demand of childcare in the borough and identifies gaps in provision. You can access this on The Bury Directory by clicking [here](#)

Premises

Your premises will need to be suitable for the type of childcare you are intending to supply and the number and age range of children you will cater for. The size of your premises will dictate how many children you will be able to cater for in order to be able to meet legal requirements detailed in the EYFS.

Some things to consider about premises

- Planning permission
- Accessible access
- Space for children's play, meals and rest areas
- Kitchen/catering facilities
- Toilets
- Fire safety
- Outdoor play
- Children's sleeping area
- Office space and staff facilities

How many children can I care for?

OfSTED no longer set out the numbers and ages of children that registered providers may care for through conditions of registration. Ordinarily childminders need to abide by the EYFS Statutory Framework ratios 3.41, 3.42 and 3.43. Please visit the OfSTED website for further information: www.ofsted.gov.uk

Planning your business is vital to the success of the organisation. You should estimate expenditure and income over a given period of time. A well-written business plan should set out your strategy and vision of the project and be based on accurate research.

Your business plan should...

- Describe the business, its objectives, policies, procedures and financial plans
- Help you measure your success and achievement
- Help you spot potential pitfalls
- Help you plan for the future
- Help you to secure external funding
- Enable you to monitor your progress and ensures you stay on track to reach your business objectives

Things to start building into your plan could include:

- Naming your business
- It's legal status (e.g. partnership, limited company etc.)
- Basic Aims – e.g. what you want to have achieved in your first year
- Who are your competitors? What will make your business different and competitive?
- How big is the market? How many places can you expect to fill?
- What fees will you charge, what staff pay will you offer?
- Number of staff required
- Cost of rent, insurance, training etc., National insurance contributions
- Funding of set-up costs (e.g. building work, purchasing equipment etc)
- Financial projections – income, expenditure, profit and loss projections, cash flow forecast for the first year
- Business risks e.g. projected minimum income for sustainability.

Most banks have business advisors so your bank will probably have someone who can help you with this process.

Grants/Funding

Childcare Business Grants Scheme

Depending on the type of business you are setting up i.e. a childminder business or agency (CMA).

For further information and relevant criteria please visit the website:

<https://www.gov.uk/childcare-business-grant>

Business Mentor

If you are thinking about starting a new business, you should get yourself a business mentor. This is free, and can make a big difference to your chances of setting up a successful business.

Business mentors have the practical experience, contacts and expertise to help you start a business. A mentor acts as an independent sounding board and can provide guidance and support, helping you to explore how your business will work, and develop important business skills. Access the service here: <http://www.mentorsme.co.uk>

Recruiting Staff

Further information on staffing requirements including:

- Suitable People
- Staff qualifications, training, support and skills
- Key Person
- Staff: Child ratios

Please refer to Section 3 of the Statutory Framework for EYFS – Safeguarding and Welfare Requirements.

OfSTED

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

For further information on:

- Do you need to register?
- Which register you should be on
- How to apply
- What you must do to register
- How OfSTED register applicants
- Registration and fees

Please visit <https://www.gov.uk/register-childminder-childcare-provider/overview> for further information.

You'll be inspected by Ofsted when you're [registered as a childminder or childcare provider](#) to make sure you're meeting the requirements for safety, and learning and development.

If you don't meet these requirements, you'll be told what you need to do to improve and when you need to improve by.

You could be removed from the register if you fail your inspection.

If you're on the Early Years Register, you'll usually be inspected within the first 30 months of registration and then at least once in every inspection cycle.

You could be inspected at any time if you're only on the Childcare Register. If you're on both registers you'll also be inspected for the Childcare Register when you're inspected for the Early Years Register.

You'll also be inspected if someone reports concerns about the childcare you're providing.

You may also find information from the following useful:

- Blue Orchid: www.theblueorchid.co.uk
- Business Solutions: www.bcsolutions.co.uk
- Daycare Trust: www.daycaretrust.org.uk
- Department For Education: www.education.gov.uk
- Morton Michel (Insurance): www.mortonmichel.com
- Professional Association for Childcare & Early Years: www.pacey.org.uk
- National Day Nurseries Association (NDNA): www.ndna.org.uk
- OfSTED: www.ofsted.gov.uk
- Planning Department: <https://www.bury.gov.uk/index.aspx?articleid=10762>
- Play England: www.playengland.org.uk
- Pre-School learning Alliance: www.pre-school.org.uk
- Foundation Years: www.foundationyears.org.uk
- Disclosure & Barring Service (DBS): www.gov.uk/government/organisations/disclosure-and-barring-service/about

Other companies or organisations may be equally useful and informative.

Once you are registered OfSTED will inform Bury Family Information Service (FIS) of your registration and FIS will then contact you for operating details of your new business so that they can release this information to families looking for childcare.