

CYPA 2001 s67 & 98

## **CHAPTER 7 INSPECTION**

### **DEPARTMENTAL DUTY**

- 1 The Department must inspect registered day care and child minders' premises at least once a year. Under its general powers of inspection it may also authorise the entry and inspection of any premises (including those for day care), if it has reasonable cause to suspect that a child is being looked after in contravention of any part of the Act.

The person who inspects must carry a document of authorisation.

- 2 The inspector may notify the registered person in advance of his or her intention to inspect but is not obliged to do so. He or she may decide to visit with no advance warning from time to time to check that an acceptable standard of care is the consistent norm.

### **PURPOSE**

- 3 The purposes of inspection are to:
  - satisfy the Department that services are being provided to an acceptable standard and that children are appropriately cared for,
  - provide reassurance to parents and the community,
  - confirm that the facilities provided are consistent with the information held on the register,
  - raise the standards of day care and childminding.
- 4 The Department will develop its policy and procedure for inspection in pursuit of these purposes. It will seek to validate the quality assurance of inspection by establishing mechanisms to monitor its effectiveness.

### **PROCESS**

- 5 The inspection will address three issues:
  - 1 the children and their welfare,
  - 2 the premises,
  - 3 the records.

#### **The children and their welfare**

- 6 The inspection must establish that the children are being well looked after and that the standard of care provided is acceptable having regard to their needs, including their religious persuasion, ethnic origin and cultural and linguistic background.

Standards are covered in Chapter 5

### **The premises**

- 7 This will include safety devices such as fireguards, stair gates and electrical sockets; hygiene and cleanliness; control of access to danger; storage and cooking facilities; use and usability of the space; toilet facilities.

### **The records**

- 8 This will involve checking that these conform to the imposed requirements. The inspector will also consider the policy on observation, assessment, records and reports on the children and how it is implemented.

### **Checklist**

- 9 In order to maintain consistency of standards the Department will publish a *Checklist* of issues to be covered in every inspection. There will be a written report of each inspection under the checklist headings. It will always include:
- how the room(s) were being used and organized,
  - the range of activities offered and what the children were actually doing,
  - how staff and children appeared to relate to each other,
  - arrangements for meals, breaks, rests and arrival and departure,
  - health and safety aspects.

The standards by which these aspects will be judged are detailed in the Day Care Standards for Under Eights published by the DHSS (Social Services) April 2003.

### **INSPECTION STAFF**

- 10 Effective inspection requires staff to be knowledgeable about the care of young children and the optimum environment for development of their skills. They also require competent techniques of inspection. The Department recognises this. Staff will attend seminars workshops and relevant courses of training, if necessary off the Island, to enhance their opportunities to develop knowledge and understanding.
- 11 The Department will ensure that the workload carried by people responsible for regulating services used by under 8s takes account of inspection and is properly supported.