



**Isle of Man  
Government**

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# Minimum Standards for Child Day Care Centres Consultation

March 2014

Registration and Inspection Unit

Department of Social Care  
*Rhyenn Kiarail y Theay*

## CONTENTS

<b>SECTION</b>	<b>PAGE NO</b>
<b>1. Executive summary</b>	3
<b>2. Background</b>	4
<b>3. Overview of the Standards</b>	5
<b>4. Consultation process</b>	6 - 7
<b>Appendix 1 – Minimum Standards for Child Day Centres</b>	[Separately numbered]

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## **1. EXECUTIVE SUMMARY**

This document introduces the revised draft Minimum Standards for Child Day Care provision on the Isle of Man. There have been minimum standards in place for over 10 years but this is the first time that they have been reviewed and revised and issued for consultation.

The Minimum Standards have been developed to provide assurance of a consistent level of quality in these services, and also to ensure a consistent approach to registration and inspection.

The Department of Social Care's Registration and Inspection Unit is responsible for registering and inspecting these services against the requirements laid down in the Regulation of Care Act 2013, its accompanying regulations and published minimum standards.

The Regulation of Care Act 2013 places an emphasis on the importance of producing care standards that must be adhered to by service providers in order to ensure continuing registration. Enforcement action can be taken if there are serious breaches of care standards.

The Minimum Standards have been developed in this context, and aim to clarify the requirements contained in the legislation and encourage best practice. This will help ensure a consistent approach to registration and inspection which will in turn mean that children and their parents who use these services, along with service providers, can have confidence that all services will be measured against the same standard.

This is an important opportunity for people and organisations to contribute in a meaningful way into the finalising these standards and the Department would appreciate any comments you may have.

All response should be returned by **5pm on Monday 25<sup>th</sup> April 2014.**

## **2. BACKGROUND**

### **2.1 What are Child Day Care Minimum Standards?**

Minimum standards are exactly that – the **minimum** level of service that has to be provided in order to be registered and pass an inspection. In creating these draft minimum standards, it is acknowledged that there are already many settings where services are provided to a level above this minimum. These are to be commended as they often work hard to continually improve the quality of their services for children, parents and their staff members.

### **2.2 Who do the Child Day Care Minimum Standards apply to?**

The Minimum Standards apply to all registered Child Day Care Services as defined under the Regulation of Care Act. This includes full day care, sessional day care, crèches and out of school care.

### **2.3 Why are minimum standards required?**

The Minimum Standards are designed to make sure that children who go to a day care service are safe and well-looked after. The purpose of these standards is to begin the process of raising the quality of registered child care provision across the Isle of Man. Since the previous care standards were introduced expectations of parents and society have risen and regulation of care needs to respond in a proportionate and fair manner.

### **2.4 How will they work in practice?**

All of these standards apply equally to all children in any of the above registered services. Service providers will need to ensure that they are fulfilling each standard and the criteria within each standard. When conducting inspection of services the inspectors will examine each criteria within each standard. An evaluation is then made as to compliance. Recommendations are made against each standard if the service is not fully compliant. Progress on implementing the Minimum Standards is monitored annually and more frequently in the form of visits if required.

### **2.5 Why is the Department consulting?**

Whilst it is not always necessary to hold a public consultation on the Minimum Standards the Department felt it appropriate to seek views on these Child Day Care Centre Standards. This is in accordance with its intention to work in partnership with care providers and parents and seeking to regulate in a proportionate and effective manner. The Department is aware that parents whose children use services are often best placed to comment on the quality of care and suggest ways for improvement.

### **3. OVERVIEW OF THE STANDARDS**

All registered child day services have to be inspected and the Minimum Standards are the key areas the inspectors use to check how well they are being run in order that children can be kept safe.

The full Minimum Standards are contained in Appendix 1 to this document.

The Standards apply to fourteen areas these cover:

- Suitable person ;
- Organisation Care;
- Care, Learning and Play;
- Physical Environment;
- Equipment;
- Safety;
- Health;
- Food and Drink;
- Equal Opportunities;
- Special Needs;
- Behaviour;
- Working in partnership with parents and carers;
- Safeguarding; and
- Documentation.

The Child Day Care Minimum Standards document covers the following registered services:

- Full day care;
- Sessional day care;
- Crèches; and
- Out of school care.

## **4. CONSULTATION PROCESS**

The purpose of this consultation exercise is to invite comments on the draft Child Day Care Centres standards. The consultation is open to all those who are interested and we would welcome and appreciate your views with particular emphasis on parents and child day care service providers. This is a unique and valuable opportunity to contribute and we strongly encourage early participation.

The consultation will enable the Department to take an informed decision on the final options for drafting the standards. In any consultation exercise the responses received do not guarantee changes will be made to what has been proposed.

We would ask that respondents refer to the standard number in their response for example standard 5, Equipment.

### **4.1 Responses**

Comments should be submitted by **5pm Friday 25 April 2014** in writing, by post or email to:

The Registration and Inspection Unit,  
Department of Social Care,  
4<sup>th</sup> Floor,  
Markwell House,  
Market Street,  
Douglas,  
IM1 2RZ

Telephone: (01624) 642422  
Email: [childdaycare.dsc@gov.im](mailto:childdaycare.dsc@gov.im)

### **4.2 Copies of consultation document**

Copies of this document are available at:  
<http://www.gov.im/socialcare/consultations.gov>

Paper copies of the consultation document are available at:

- Department of Social Care, Public Counters, Ground Floor Markwell House, Market Street, Douglas.
- Tynwald Library, Legislative Buildings, Finch Road, Douglas.

### **4.3 List of statutory persons and organisations to be consulted**

- Tynwald Members;
- Attorney General;
- Chief Officers of Government Departments Statutory Boards and Offices;
- Local Authorities;
- Isle of Man Chamber of Commerce;
- Isle of Man Trade Union Council;
- Isle of Man Law Society;
- Council of Voluntary Organisations;
- All child day care service providers.



#### **4.4 Important points to remember**

- When submitting your views please indicate whether you are responding as an individual or on behalf of an organisation or a group of people.
- For ease of reference please refer – where relevant - to the standard number in your response.
- Where appropriate you should provide evidence to support your response.
- To ensure that the process is open, transparent, and in line with the Isle of Man Government's Code of Conduct on Consultation, submissions will only be considered where the name of the individual(s) or organisation responding is provided.
- Unless you specifically request otherwise, any responses received may be published either in part or in their entirety, including your name.
- Please mark your response clearly if you wish your response and name to be kept confidential.
- Confidential responses will be included in any statistical summary and numbers of comments received.
- Any anonymous, abusive, or offensive responses will be discounted.

#### **4.5 Steps which will be taken following consultation**

Following consultation, the next steps in the process will be as follows:

- The Department will review comments received.
- A summary of the responses received will be published within 3 months of the closing date for this consultation, and will be made available on the Government website.
- The Department will finalise and publish the final minimum standards.

#### **4.6 Code of Practice of Consultation**

It is the intention of the Department to carry out this consultation in accordance with the Isle of Man Government's Code of Practice on Consultation which is available at [www.gov.im](http://www.gov.im) or upon request.

The Code sets out the following six criteria:

- 1) Consult widely throughout the process, allowing a minimum of six weeks for a minimum of one written consultation at least once during the development of the legislation or policy.
- 2) Be clear about what your proposals are, who may be affected, what questions are being asked and the timescale for responses.
- 3) Ensure your consultation is clear, concise and widely accessible.
- 4) Give feedback regarding the responses received and how the consultation process influenced the policy.
- 5) Monitor your Department's effectiveness at consultation.
- 6) Ensure your consultation follows best practice, including carrying out an Impact Assessment if appropriate.

**The consultation period ends at 5pm on Friday 25 April 2014**





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This document can be provided in large print on request

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