



Get Ready for Childminding

Information and Guidance for
Prospective Childminders in Angus



What is a registered childminder?

- Childminders work in their own homes caring for other people's children, providing lots of stimulating play activities such as building bricks, painting, art & crafts, playing in the garden, playing with cars, dolls, telling stories and singing songs.
- They often look after children from birth to five, but will also care for children before and after school and often during school holidays.
- Childminders become an important figure in the family's lives, managing a business like relationship as well as being a family friend.
- Childminders are self-employed, professional childcare workers who are registered and inspected by the 'Care Inspectorate' (Social Care and Social Work Improvement Scotland) and must plan their service to meet the national standards.

Why become a registered childminder?



Becoming a registered childminder gives you the chance of having an extremely rewarding and responsible career with the benefits of working from home.

Childminding offers you the opportunity to:

- Offer a family experience to your own children as well as other people's children
- Have a career where no two days are the same – visiting the park, library, parent & toddler group
- Contribute to children's all round development and see the children progress
- Provide a much needed and valuable childcare service for your local community and parents
- Enhance your own skills and personal development by attending training courses.

Why do parents choose a childminder?

- **Flexibility** – childminders offer parents flexibility in their service that is difficult to find in any other day care service.
- **Small Groups** – a childminder often cares for small groups of children at one

time, and can therefore offer more one to one interaction and attention.

- **Real Life Experiences** – Being cared for in the childminders home gives young children the opportunity to learn from real life experiences and every day activities such as, walking in the park, visiting the post office, helping with lunch, crossing the road, shopping at the supermarket. These activities teach children valuable life skills.

Working with Parents

Establishing and maintaining a good relationship with parents is essential for successful and happy Childminding.

Childminders need to communicate regularly and honestly with parents about their children's well-being, behaviour and development to plan for future needs, and to make sure everyone is happy with the service and the arrangements that are in place.

A written contract must be negotiated, agreed and signed to make sure everyone is clear about the arrangements right from the beginning.

What qualities are required to become a childminder?

It is important that you do have certain personal qualities such as:

- A love of children and enjoy being in the company of children
- A caring, warm nature with patience and understanding, and a sense of humour.
- An open mind about different ways of bringing up children
- Responsible, reliable and trustworthy - parents are depending on you!
- Approachable and friendly with good communication skills
- Committed to Continuous Personal Development – completing pre-registration training is just the beginning of your career. Once registered you are encouraged to attend further courses to continue the process of extending your knowledge and skills.

How do I get registered?

- Attend the 'Get Ready for Childminding' training course to learn more about becoming a childminder. Details of the training are available from the Development Support Team on 01307 473817.
- By law, childminding services must be registered with the Care Inspectorate and must complete and return a childminding application form and PVG (Protecting Vulnerable Groups) Scheme Check to them

- The Care Inspectorate will then arrange two home visits to make sure that:

- (1) premises are safe and suitable for providing a care service and
- (2) applicants are suitable and 'fit' for childminding and understand what is involved in running a childminding business.

The registration process normally takes between three and four months from the date the Care Inspectorate receives your completed application form. For more information please read 'Registering and Running a childminding service: what you need to know' (www.scswis.com)



About the 'Get Ready for Childminding' training

The purpose of the training programme is to offer prospective childminders the opportunity to develop realistic expectations about what is involved in Childminding, and therefore be able to make an informed decision about whether this is the job for you!

The training will assist you in completing the application form for the Care Inspectorate and will provide you with useful information to help you through your first stages in Childminding.

Childminding is unique in the early years sector. The sessions will focus on the aspects of Childminding which are different from other forms of child care e.g. working alone, working closely with parents, managing children's behaviour, protecting children and of course the business side of Childminding.

What to expect

Each session will be delivered by an experienced childcare professional who has been trained in the skills of facilitating the learning of adults. You will be required to attend all sessions to get your certificate of attendance.

All the sessions will be interactive, informative and fun, sharing experiences and discussing issues relevant to Childminding within a group.

There will be some written assignments within the training programme. Please don't worry about this and if you need any assistance then please speak to your tutor who will find a way to support and help you.

What about the business side of childminding?

Childminders are self-employed, so are responsible for keeping their own business records. This includes setting and collecting their own fees, logging their finances and paying tax and national insurance. They must take out Public Liability Insurance. The Scottish Childminding Association or Morton Michel can supply insurance and paperwork e.g. contracts, cashbook and register etc.



How many children can you care for?

Childminders are usually registered to care for up to six children under age 12 at any one time, of whom no more than three are not yet attending primary school and no more than one is aged under one year old.

The childminder's own children who are aged under 12 are taken into account and counted in these numbers. Consideration will also be given to the number of children aged 12-16 who are likely to be in the house regularly.

How much could I earn as a childminder?

Because childminders are self-employed, it will be up to you to set your own fees and negotiate your own terms and conditions. How much you earn will depend on the number of children you care for and the number of hours you work.

Hourly rates in Angus average around £3 per child.

How much will it cost to start up my childminding business?

There will be a number of costs to pay for setting up your childminding business including a fee for registering with the Care Inspectorate and Public Liability Insurance. Other expenses may include safety equipment such as: fire blanket, smoke alarms, stairgates.

Newly registered childminders can apply for a Childminding Safety Equipment grant to assist with this initial cost layout. The safety equipment grant must be applied for within six months after you are registered.

Policies and procedures?

Childminders must have policies and procedures in place to ensure the smooth running of their business. Sample policies and procedures can be viewed and downloaded at www.angus.gov.uk, click onto Services and scroll down to 'Childminding - A Rewarding Career'.



Further support once registered

Support is available throughout your Childminding career. Childminders will be able to access the following, as and when appropriate to them:

- Information and Advice from your Childminding Support Worker via email and telephone.
- A wide range of training courses from the Angus Early Years and Childcare Training Calendar including Child Protection, First Aid & Food Hygiene to develop your skills and knowledge.
- Childcare Information Service
- Discussions with local Care Inspectors
- Home visits to assist with developing your practice, including policy development, addressing inspection issues, getting ready for registration and inspection.
- Quarterly newsletter specific to Angus Childminders with both local and national news
- Local Childminding Support Groups
- Scottish Childminding Association website www.childminding.com





What do I do next?

Further advice and information on becoming a childminder can be obtained from the following organisations.

Pauline King - Childminding Support Worker

Angus Council Education
Angus House
Orchardbank Loan
Orchardbank Business Park
Forfar DD8 1AE
Tel: 01307 476340 Email: KingP@angus.gov.uk

Care Inspectorate

Compass House
11 Riverside Drive
Dundee DD1 4NY
Tel: 01382 207200 / 0845 600 9527 www.scswis.com

Development Support Section

Angus Council
Ravenswood
Forfar
Tel: 01307 473817 Email: EDNACP@angus.gov.uk

Scottish Childminding Association

Suite 3
7 Melville Terrace
Stirling FK8 2ND
www.childminding.org

Angus ACCESSLine

Tel: 08452 777 778 www.angus.gov.uk

