



**Nottinghamshire  
County Council**

# **Supported Accommodation Service - OFSTED/CQC Guidance and Registration Information**

## **Purpose of this document**

The purpose of this document is to provide information for accommodation providers on OFSTED/CQC regulations. These need to be considered carefully in terms of the type of provision that is being offered to young people as it could necessitate registration with one or both bodies as a regulated provider of accommodation and care activities.

## **What is OFSTED?**

OFSTED is the Office for Standards in Education, Children's Services and Skills. They also regulate and inspect services that care for children and young people.

Certain establishments that are considered children's homes must register with OFSTED and this now applies to all providers of supported accommodation.

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## **Providers of Supported Accommodation**

### **Do I need to register with OFSTED if I am a supported accommodation provider?**

Yes. Mandatory national standards and OFSTED led registration and inspection for providers of supported accommodation for young people have now been introduced.

According to regulations, you are a supported accommodation provider if you accommodate a child aged 16 or 17 years old who has been placed by a local authority under [section 22C\(6\)\(d\) or 23B\(8\)\(b\) of the Children Act 1989](#).

This means you need to register as a supported accommodation provider if a local authority has either:

- placed a looked after child in an 'other arrangements' placement, or
- placed a care leaver in 'suitable accommodation.'

The provider and the proposed registered service manager must be registered with Ofsted to run a supported accommodation service. The registered service manager must be able to oversee and be accountable for the management of all the categories of supported accommodation and premises you are offering.

**IMPORTANT NOTE:** OFSTED began registering providers of supported accommodation from April 28<sup>th</sup>, 2023.

It will be illegal for a supported accommodation provider to operate if they are not registered with OFSTED.

For further information go to [Introduction to supported accommodation - GOV.UK](#)

## **Are there different categories of supported accommodation?**

Yes. There are 4 categories of supported accommodation. When you register your service, you need to tell OFSTED which categories you want to offer.

Once you are registered, you cannot offer a different category to those listed on your certificate of registration. If you want to offer new categories, you must either:

- apply to change the conditions of your registration, or
- run the new categories as a separate service.

If you choose to run them as a separate service, you must register the new service.

The four categories of supported accommodation are:

### ➤ **Single occupancy**

This accommodation is designed for the sole use of the child placed there. Others may live there with the child, for example their partner, sibling, or children, if that is in the child's individual care plan.

### ➤ **Ring-fenced shared accommodation**

This accommodation is for looked after children and care leavers only. There may be care leavers over the age of 18 living at the accommodation. Each child will have their own bedroom, but will share communal areas (for example, a kitchen or a living area).

### ➤ **Shared accommodation (non-ring-fenced)**

Looked after children and care leavers aged 16 to 17 may be living in this accommodation with other people who are not care-experienced and aged over 18. Each child will have their own bedroom, but will share communal areas (for example, a kitchen or a living area).

### ➤ **Accommodation in a private residence, such as supported lodgings**

Children are accommodated in a private residence. This is accommodation hosted by an individual (or individuals), such as supported lodgings.

**IMPORTANT NOTE:** A supported accommodation service can apply to be registered for one or more categories of accommodation. The service can cover a small or large geographical area.

Every supported accommodation service must be registered separately. You do not have to register each premises separately for supported accommodation.

## How do I register with OFSTED?

You must register your supported accommodation service. This applies whether you are a provider OFSTED already know about, or a provider that is new to them.

The registration process assesses your fitness to provide a supported accommodation service. If OFSTED register you, they will continue to check that you meet fitness requirements through regular inspections and other regulatory activity.

Registering involves completing 2 forms:

- 'Apply to register a children's social care service' (SC1)
- 'Connect to a children's social care service' (SC2)

The [SC1 form](#) is about the provider and the service. The [SC2 form](#) is about individuals with specific roles of responsibility in the service. If you need a paper version of the SC1 or SC2 form you will need to email [sc.admin@ofsted.gov.uk](mailto:sc.admin@ofsted.gov.uk)

You will need one SC1 form for the service and one SC2 form for each person who has a role of responsibility.

The people who need to complete the SC1 and SC2 forms will depend on the type of organisation you are.

For further information on registering your service, please visit the OFSTED website: [Registering a supported accommodation service - GOV.UK](#)

## What happens after registration?

When you register, you will be given conditions of registration. These include the categories of supported accommodation you are registered for.

**IMPORTANT NOTE:** It is against the law not to meet your conditions of registration, and you must only operate the categories of supported accommodation you are registered for. You must make sure these continue to reflect the service you offer and your statement of purpose.

## Monitoring visits and inspections

From April 2024, OFSTED will regularly carry out graded inspections and monitoring visits.

You can read more about how OFSTED regulate social care services, and what they may do if a provider is not following the regulations, in their [enforcement policy](#).

## Where can I get further advice and support?

You can contact OFSTED through the following ways:

Telephone: 0300 123 1231 (8am to 6pm, Monday to Friday)

Email: [SC.suppacc@oftsed.gov.uk](mailto:SC.suppacc@oftsed.gov.uk)

Web contact form: [Contact us | Ofsted](#)

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## Children's Homes

The [Care Standards Act 2000](#) says that 'an establishment is a children's home... if it provides care and accommodation wholly or mainly for children'. Children are defined as people who are aged under 18. Young people aged 18 and over may also live or stay in a children's home, but they must be in a minority.

If you want to run a children's home, you must register with OFSTED before you can open it. It is an offence under the Care Standards Act 2000 to run a children's home without the appropriate registration. This requirement to register helps to prevent unsuitable people from owning, operating, managing, or working within children's homes.

You must satisfy OFSTED that you meet a number of legal requirements, including those in:

- Care Standards Act 2000
- The Care Standards Act 2000 (Registration)(England) Regulations 2010
- The Children's Homes (England) Regulations 2015

You must also take account of the [guide to the children's homes regulations including the quality standards](#). You must have regard to this guide in interpreting and meeting [The Children's Homes \(England\) Regulations 2015](#).

## When would I need to register as a children's home?

Examples of establishments that must register as children's homes include:

- homes for children who are looked after by a local authority, either as a short-term measure or more long term, including those that accommodate disabled children.
- [secure children's homes/schools](#)
- homes that provide both care and accommodation for children aged 16 and over in order to prepare them for independent living.

- homes that provide short breaks, in which children may not be looked after by a local authority.
- homes that are refuges – these must also apply to the Department for Education (DfE) for a certificate to operate as a refuge.
- schools that provide accommodation for one child or more, for more than 295 days each year
- schools that provide accommodation for children who are not pupils of the school.

For further information go to [Introduction to children's homes - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

### Is my service offering supported accommodation or care?

The table below sets out in detail what a children's home is and what the law says. It will help you to decide whether you need to register as a children's home provider or manager.

This table sets out whether your service falls into the category of a children's home or 'supported accommodation.' If your service provides care, it will meet the definition of a children's home and you will usually need to register.

If you provide supported accommodation, you must now register with Ofsted if you provide support and accommodation to children looked after and/or care leavers aged 16 and 17.

These questions are indicative and not exhaustive. If you are unclear, you should seek advice.

Criteria	Yes?	No?
Can young people go out of the establishment without staff permission?	Supported accommodation	Care
Do young people have full control of their own finances?	Supported accommodation	Care
Do young people have control over what they wear and of the resources to buy clothes?	Supported accommodation	Care
Are young people in charge of meeting all of their health needs, including such things as arranging GP or specialist health care appointments? Are young people in full control of their medication?	Supported accommodation (note that young people may ask for advice and help on their health, but if decisions rest with the young person, the establishment is not providing care.)	Care
Do staff have any access to any medical records?	Care	Supported accommodation
Can young people choose to stay away overnight?	Supported accommodation (note that being expected to	Care

	tell someone if they are going to be away overnight does not indicate providing care but needing to ask someone's permission does.)	
Is there a sanctions policy that goes beyond house rules and legal sanctions that would be imposed on any adult?	<b>Care</b>	Supported accommodation
If the establishment accommodates both adults and young people, do those under 18 have any different supervision, support, facilities, or restrictions?	<b>Care</b>	Supported accommodation
Are there regularly significant periods of time when young people are on the premises with no direct staff supervision?	Supported accommodation	<b>Care</b>
Do staff have any responsibility for aftercare once a young person has left?	<b>Care (note that some supported accommodation services will offer some support to help young people get established in their next accommodation? this is not care.)</b>	Supported accommodation
Does the establishment's literature promise the provision of care or relate to specific care support provided to all residents?	<b>Care</b>	Supported accommodation
Does the establishment provide or commission a specialist support service, which forms part of the main function of the establishment?	<b>Care</b>	Supported accommodation

### **If I think I need to register as a care home, what do I do next?**

You should first visit the OFSTED website and read the [Introduction to children's homes - GOV.UK \(www.gov.uk\)](http://www.gov.uk) , which outlines full guidance and the process for applying to become a children's home.

If you are applying to become a children's home, you **MUST** register both the home (SC1 Form) and the Registered Manager (SC2 Form) with OFSTED:

- Registering as a Children's Home  
You will need to make an online application to 'Register a Children's Social Care Service' through the [Government GOV.UK website](http://www.gov.uk). Alternatively, you can download an 'SC1 Application for Children's Social Care' form from the same website and once completed send it to the address stated on the form.

\*Please note that if you wish to register more than one address as a children's home you will need to make a separate application for each address.

- **The Registered Manager**  
Providers must ensure that each registered social care establishment and agency (and any branches) has a manager. This manager must also register with OFSTED. You will need to make an online application through the [Government GOV.UK website](#). Alternatively, you can download the 'SC2 Social Care Registration: Tell OFSTED About yourself' form from the same website and once completed send it to the address stated on the form.

### **Evidence Required when making an application**

You will require certain evidence as part of the application process to register as a children's home including evidence of financial viability, how you will run your service and certain policy documents. You will also need to state the maximum number of children/young people you will look after. There will also be a registration fee to pay. You can read the [Checklist for Children's Social Care Application](#), which give details on the documents and evidence you will need to supply as part of your application.

As a registered manager you will also need to provide certain evidence including a DBS check, health declaration form and references.

### **Where can I get further advice and support?**

You can contact OFSTED through the following ways:

Telephone: 0300 123 1231 (8am to 6pm, Monday to Friday)

Email: [enquiries@ofsted.gov.uk](mailto:enquiries@ofsted.gov.uk)

Web contact form: [Contact us | Ofsted](#)

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### **What is the CQC?**

The Care Quality Commission (CQC) is the independent regulator of health and adult social care. This includes the regulation of most types of healthcare for children, as well as care homes and domiciliary care agencies, some of which may provide services to children.

[The Health and Social Care Act 2008](#) requires providers who carry out 'regulated activities' to register with the CQC. This includes individual locations where providers carry out those regulated activities, such as care homes.

Most children's homes provide some form of health service, ranging from basic first aid to high-level healthcare. The purpose of registration with CQC is to ensure that services offering high level healthcare are inspected and regulated appropriately as with any other healthcare provision to properly safeguard children and young people.



## **What are regulated activities?**

Regulated activities are listed in [Schedule 1 of the Health and Social Care Act 2008 \(Regulated Activities\) Regulations 2014](#)

Regulated activities include personal care and accommodation for people who require nursing or personal care.

## **How do I know if need to register with the CQC?**

If you are offering any form of care, which falls under regulated activities then you **MUST** register with the CQC.

To enable you to decide if you need to register you will need to read the [CQC's Scope of Registration Document](#) , which outlines in further detail what regulated activities are and also provides useful 'decision tree' diagrams to help you determine if you need to register or not.

You may need to register for more than one regulated activity to cover the service(s) you provide.

## **Do I need to be registered with both OFSTED and the CQC?**

If a children's home that is registered with OFSTED provides healthcare services to children and that healthcare is a regulated activity as set out in Schedule 1 to the 2014 Regulations, the provider will also need to register with CQC.

OFSTED and CQC take the view that any healthcare activities that must be performed by a qualified healthcare professional, and which cannot be delegated to a competent lay person, require registration with CQC. Therefore, the distinction lies between those health activities that, with appropriate instruction, a competent lay person could administer, and those that must be performed by a qualified healthcare professional.

The Government Guidance [Children's Home and Health Care: Registration with OFSTED or CQC](#) provides further information including useful flowcharts to help providers decide if they need to be registered with both the CQC and OFSTED.

## **If I need to register with the CQC, what do I do next?**

You will need to register through an [online application process](#).

If you are unsure, which type of service you are registering you can contact the CQC through their National Customer Service Centre:

Tel: 03000 61 61 61

Email: [enquiries@cqc.org.uk](mailto:enquiries@cqc.org.uk)