

**Haringey Childcare Vacancy Audit Form**

**Help us to keep your details up to date.**

**This benefits your business, and parents looking for childcare**.

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| **SECTION 1:** | **Main details** |
| **Setting/Provider Name:** |  |
| **Type of Provision:** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Telephone** (Home): |  |
| **Mobile:** |  |
| **Email Address:** |  |
| **Website:** |  |
| **Ofsted Registration Date:** |  | **Certificate No./URN:** |  |
| **Last Inspection Date:** |  | **Outcome:** |  |

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| **SECTION 2:** | **Vacancy Information** |
| **How many children are you registered to care for?** |  |
| **How many vacancies do you currently have in total?** |  |
| **Number of vacancies by age groups** | **2yrs** | **3yrs** | **4yrs** | **5yrs +** |
| ***For example:*** | *1* | *2* | *0* | *2* |
| **Full-time** |  |  |  |  |
| **Part-time (AM)** |  |  |  |  |
| **Part-time (PM)** |  |  |  |  |
| **Funded 2yr old places** |  |  |

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| **SECTION 3:** | **Availability & costs** |
| **Available days** | **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat** | **Sun** |
| **Times** (from - to) |  |  |  |  |  |  |  |
| **How many weeks of the year are you open?** |  |
| **What are your opening times for the year?** (Please tick where applicable) |
| **Term Time** |  | **School Holidays Only** |  | **All Year** |  |
| **Fees per** | **Hour** | **Day** | **Week** | **Session** | **Term**  | **Overnight Care** |
| **0-2Yrs** |  |  |  |  |  |  |
| **2-3Yrs** |  |  |  |  |  |  |
| **3-4Yrs** |  |  |  |  |  |  |
| **5Yrs +** |  |  |  |  |  |  |
| **Sibling discount** |  |  |  |  |  |  |
| **Please list all the schools you drop off or pick up from – if applicable:**  |
|  |

Please note that we are unable to provide accurate and up to date childcare information to parents/carers if this form is not fully completed and returned to us by the specified date. Completed forms should be e-mail back to early.years@haringey.gov.uk; alternatively you can post it to the address below:

**Early Years Service, River Park House, 3rd Floor,**

**225 High Road, London N22 8HQ**

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| **Name** (please print): |  |
| **Signature:** |  |
| **Name of setting/provider:** |  |
| **Date:** |  |