

Key Tips for Registering a Supported Accommodation Service – Ofsted

Here are some tips from Ofsted on how to get your application in and determined as 'complete' to avoid any delays in Ofsted processing it, based on the learning from the applications they've received so far.

Tip 1

- Don't wait to submit your SC2 forms after you've submitted your SC1. We won't review your application until we've received both the SC1 AND SC2s from all the people who need to complete one.

Tip 2

- Double-check the documents you're uploading that they are correct. For example, if 2 years of accounts are required don't send just one year. Make sure your organisation address matches what's on Companies House, and the organisation address on the SC1 and SC2s are the same.

Tip 3

- Make sure your insurance certificate covers what is required.

Tip 4

The most common reason for us returning an application is that a DBS check is invalid or is over 3 months old. Ofsted has recently clarified its position that all those submitting an SC2 for supported accommodation are considered to be in 'regulated activity' according to DBS eligibility guidance.

Therefore, before submitting your application, you must have either:

- applied for an 'enhanced with barred list' DBS check through the Ofsted Capita service, dated within the last 3 months, or
- have an 'enhanced with barred list' DBS check through another organisation, and a subscription to the DBS update service.

Remember!

The information we ask for in the SC1 and SC2 forms is required by regulations, and Ofsted can't review your application until it has been submitted in full, and without errors.

The applications team are here to help you if you have questions about your individual application, so contact them if you have any questions or need help in submitting anything. Ofsted may have less capacity to help if we near 28 October and have a flood of applications, so if you think you're ready to apply please don't wait!