

Guidance for drafting plans of the premises with measurements in square metres

Mae'r ffurflen gais hon hefyd ar gael yn Gymraeg / This application form is also available in Welsh

For CIW to accurately assess the maximum number of children allowed at a service, all providers must upload a clear plan of the interior layout of the premises. The floor plan should show each room on the premises and the dimensions of each room intended for inclusion in the calculations of clear floor space that can be used for play.

The plan does not have to be a formal architectural plan drafted by an expert. A simple plan can be created in a Word document or hand drawn. All drawings or plans must be accurate, and the plan will need to show the measurements of the length and width of rooms in metres. The total space is calculated by multiplying length x width—see an example of how to work this out below.

In the case of a childminder

Indoor play space must provide at least the following minimum space per child:

- under 2 years – 3.5 sq. metres
- 2 to 7 years – 2.5 sq. metres
- 8 to 12 years – 2.3 sq. metres

In calculating the space requirement for all age groups, a number of rooms in the premises can be designated for use. The calculation must exclude the toilet/bathroom and any other rooms that will not be used for children's play, for example, rooms to be used solely for sleep or the kitchen if solely used for cooking. Hallways, considered thoroughfares, are not generally included however if the hall is sufficiently spacious and suitable to be accepted as a play space this will be discussed during the site visit. The registration inspector will also discuss the impact of what they consider to be large furniture items on the available play space at the premises visit.

Day care

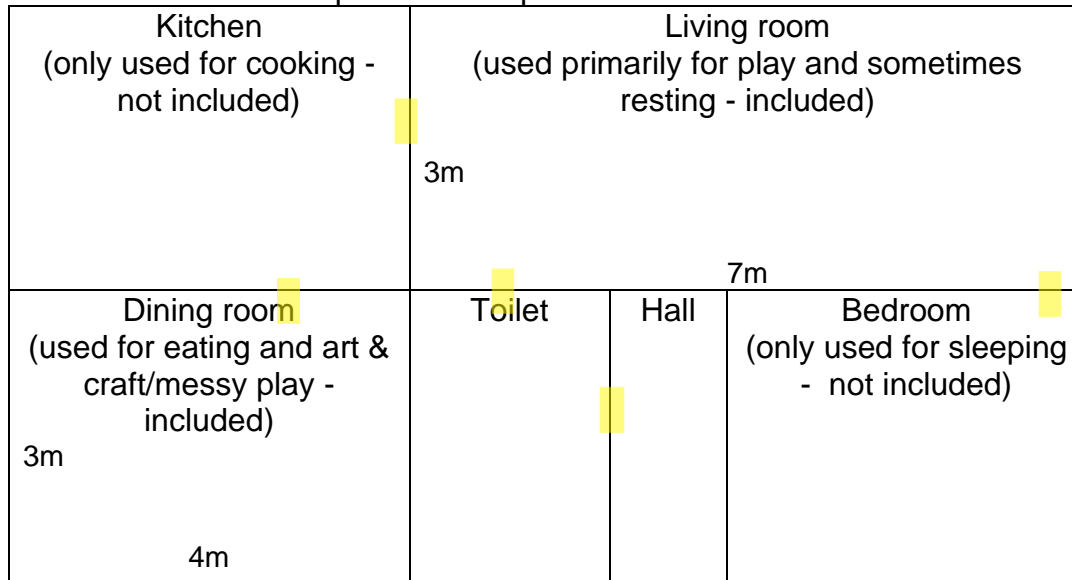
Indoor play space in day care (including open access play provision) must provide at least the following minimum space per child:

- under 2 years -3.7 sq. metres
- 2 years -2.8 sq. metres
- 3 to 12 years -2.3 sq. metres

In calculating the space requirement for all age groups, a number of rooms in the premises can be designated for use. The calculation must exclude toilets, storage areas, thoroughfares, dedicated staff areas, cloakrooms, utility rooms, and kitchens.

The registration inspector will discuss the impact of what they consider to be large furniture items on the available play space at the premises visit.

See below for an example of a floor plan.



Door:



Dining room: $3 \times 4 = 12$ m sq

Living room: $7 \times 3 = 21$ m sq

Potential total play space = 33 m sq

Child minder and Day care - outdoor services not based within a building

Although measurements of outdoor play areas are not needed, a basic plan of these areas and boundaries should be included.