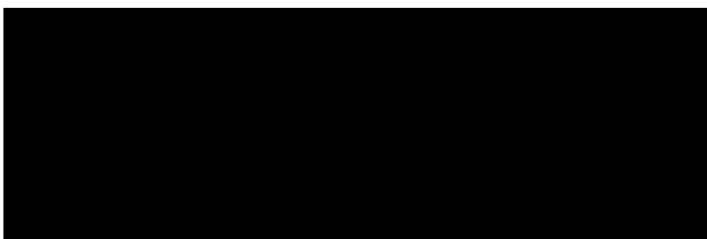




25 MAY 2018



Thank you for your email of 17 April 2018, to the Ministry of Education requesting the following information:

- *The Early Childhood Education (ECE) service names, location, and licence ID numbers, for each service that a Ministry of Education staff member/s physically visited and carried out a routine full inspection of in 2016 that were on full licenses, had not applied for a licence change, were not reported to it for any reason such as a complaint, alleged breach of regulation, issue discovered during auditing, or other.*
- *The Early Childhood Education (ECE) service names, location, and licence ID numbers, for each service that a Ministry of Education staff member/s physically visited and carried out a routine full inspection of in 2017 that were on full licenses, had not applied for a licence change, were not reported to it for any reason such as a complaint, alleged breach of regulation, issue discovered during auditing, or other.*

Your request has been considered under the Official Information Act 1982 (the Act).

All Early Childhood Education services and Kōhanga Reo (Early Learning Services) must meet the requirements of Education (Early Childhood Services) Regulations 2008. The regulations are supported by licensing standards and guidance. . Each year there are in excess of 3000 interactions (including planned and unplanned visits, inspections and meetings) with early learning services.

Our information system is a service-centric workflow management system. It is not a contact database or electronic content management system. As such, while we capture all interactions with every service, including full assessments, file notes, complaints, inspections, and licence changes, each interaction sits within an individual service record.

To obtain the information that satisfies your request would require us searching individual records for each early learning service, (approximately 4,630 services) on our two centralised record-keeping systems and records in our 10 regional offices.

Each individual file varies in size and could take anywhere from 10 minutes to 2 hours to search and gather the details to see if it fits within the scope of your request. As such, your request has been refused under Section 18(f) of the Act as the information cannot be made available without substantial collation and research.

If we do become aware that a service may not be meeting the ECE licensing standards, we work with the service to address and resolve the concerns. In some cases, we place the service on a provisional licence until they meet the requirements. The provisional licence must

be available to parents and lists our concerns as conditions of operation. When this occurs, we monitor the service closely against the conditions and deadlines.

If we identify that children are at risk, we can act immediately to suspend or shut-down the service.

As at 18 May 2018 there were 4,630 early learning services. At the end of February 2018 approximately 2% of early learning services were assessed as not meeting Ministry licensing requirements. We are working closely with our regional offices to ensure that these early learning services become compliant.

Further information about licensing requirements can be found on our website at:

[www.education.govt.nz/early-childhood/running-an-ece-service/the-regulatory-framework-for-ece/licensing-criteria/](http://www.education.govt.nz/early-childhood/running-an-ece-service/the-regulatory-framework-for-ece/licensing-criteria/)

Thank you again for your email. You have the right to ask an Ombudsman to review this decision. You can do this by writing to [info@ombudsman.parliament.nz](mailto:info@ombudsman.parliament.nz) or Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely



Katrina Casey  
**Deputy Secretary**  
**Sector Enablement and Support**