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08/03/2010

Sugar Plum Day Nursery  
255 West Green Road  
Tottenham  
N15 5EG

Our Reference 140463

Dear Ms Norma Taylor

### **Outcome of monitoring visit for provision judged as inadequate**

An Ofsted inspector, Julie Whitelaw, carried out a monitoring visit of your provision on 15/02/2010. This visit follows on from your inspection where the provision was judged to be inadequate.

### **Outcome of the visit**

As a result of our inspection on 08/01/2010, we sent you a welfare requirements notice.

The notice required you to keep a record of risk assessments clearly stating when it was carried out and by whom and ensure these are reviewed regularly.

In addition you were given several actions to improve. You were asked to take steps to safeguard and promote the welfare of children by ensuring that necessary information is obtained from parents in advance of a child being admitted to the provision, and ensure it is available to staff at all times. You were also asked to take necessary steps to safeguard children by monitoring unknown adults in the building. You were asked to ensure staff manage children's behaviour effectively and in a manner appropriate for their stage of development and particular needs. Another action was to meet the requirements for adult: child ratios as set out in Appendix 2. You were asked to ensure that records are kept of the information that has been used to assess suitability to demonstrate to Ofsted that checks have been done. You were also asked to introduce effective systems to ensure close working partnerships between early years practitioners, parents and other agencies to identify and meet the needs of all children. You were required to maintain a daily record of the names of the children looked after on the premises, and their hours of attendance and to ensure all records are easily accessible and available for inspection by Ofsted. The welfare requirement notice and actions were to be met on or before the 4 February 2010.

Two additional actions were given that you are required to meet by 5 March 2010.



One was to implement effective planning and organisational systems to ensure that every child receives an enjoyable and challenging learning and development experience that is tailored to meet their individual needs. The other was to undertake sensitive observational assessment in order to plan to meet young children's individual needs.

A monitoring visit was carried out on 5 February 2010. Although some of the actions had been met the progress you have made was judged as inadequate. The original welfare requirement notice was not met and was reissued. Two actions previously given were escalated to welfare requirement notices. These were to, take steps to safeguard and promote the welfare of children by ensuring that necessary information is obtained from parents in advance of a child being admitted to the provision, and is available to staff at all times and maintain a daily record of the names of the children looked after on the premises, and their hours of attendance. The new due date for these three welfare requirement notice was set as 10 February 2010. Due to a safety issue a new action was given. You were asked to take all reasonable steps to ensure that hazards to children - both indoors and outdoors - are kept to a minimum. The due date for this action to be taken is 16 February 2010. Two previous actions given were, to introduce effective systems to ensure close working partnerships between early years practitioners, parents and other agencies to identify and meet the needs of all children and ensure staff manage children's behaviour effectively and in a manner appropriate for their stage of development and particular needs. These were not met so have been reissued with a new due date of 5 March 2010 to allow time for staff to update their knowledge by attending the planned training.

Having considered all the evidence, the inspector is of the opinion that at this time the setting is making satisfactory improvement overall.

To further improve the early years provision the registered person should:

- take all reasonable steps to ensure that hazards to children - both indoors and outdoors - are kept to a minimum (Suitable premises, environment and equipment) 16/02/2010
- introduce effective systems to ensure close working partnerships between early years practitioners, parents and other agencies to identify and meet the needs of all children (Safeguarding and promoting children's welfare) 05/03/2010
- implement effective planning and organisational systems to ensure that every child receives an enjoyable and challenging learning and development experience that is tailored to meet their individual needs (Organisation) 05/03/2010
- undertake sensitive observational assessment in order to plan to meet young children's individual needs (Organisation). 05/03/2010

- ensure staff manage children's behaviour effectively and in a manner appropriate for their stage of development and particular needs (Safeguarding and promoting children's welfare)

05/03/2010

### **Overall effectiveness of the improvement and outcomes for children**

Overall satisfactory progress has been made to address the three welfare requirement notices that were set and to ensure the safety and well being of children. A new risk assessment has been carried out which now details risks to children. This has been shared with all the staff to promote their understanding of how to keep children safe. Daily checks of the premises are now carried out before the setting opens to ensure the environment is safe for the children who attend. Children's records have been reviewed and relevant information obtained from all parents. Index cards have been completed duplicating this information and are easily accessible to staff if required in an emergency. Children's safety is promoted as staff now complete a record of children's attendance showing the time they arrive and depart.

Previous progress made to promote children's safety was that a high lock has been fitted to the entrance door into the playroom and visitors are monitored. Staff are now aware of the requirements regarding adult to child ratios and make sure that there are sufficient staff to ensure the ratios are met. A file is in place for each member of staff detailing information that has been used to assess suitability including reference numbers of CRB Disclosures and the date on which they were obtained. Staff ensure that any unchecked staff are never left alone with children. All the required records were accessible and available for inspection.

A further monitoring visit will be carried out to check if the actions with a later due date have been met and to assess if the progress made has been sustained.

### **Next steps**

Having considered all the evidence the inspector is of the opinion that at this time:

- The setting has made satisfactory progress in addressing the points for improvement. The next visit will be a further monitoring visit.

I hope that you have found the visit helpful in promoting improvement in your setting. If you have any further queries please contact us on the number at the top of this letter.

Yours sincerely

A handwritten signature in black ink that reads "Sheila Brown".

Sheila Brown HMI  
National Director, Inspection Delivery