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St Anne's Pre-School Playgroup  
Hewish & Puxton Village Hall  
Maysgreen Lane  
Hewish  
North Somerset  
BS24 6RT

Our Reference 509172

Dear Mrs Lesley Evans

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

An Ofsted inspector, Sarah Haylett, carried out a monitoring visit of your provision on 30/09/2010. 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 05/07/2010, we sent you a welfare requirements notice.

This notice required you to protect children by ensuring that staff understand their responsibility to inform the appropriate child protection agency previously identified by the Local Safeguarding Children Board, without delay, of allegations of abuse (Safeguarding and promoting children's welfare) and to put in place an effective system to ensure that practitioners and those individuals who comprise the registered person, such as committee members, are checked and suitable to work with children (Suitability of adults). You were required to take steps to meet the requirements of the Welfare Requirements Notice by 29 September 2010.

You were also sent a Notice to improve which required you to take the following steps by 20 September 2010:

ensure that required information from parents is obtained in advance of a child being admitted to the provision. This must include information about who has legal contact with the child, and who has parental responsibility for the child (Safeguarding and promoting children's welfare)

ensure the necessary steps are taken to promote the good health of children, and to protect them from the risk of infection, and implement an effective policy on administering medicines (Promoting good health)

assess the risks to children in relation to access to the kitchen and cleaning fluids that are within children's reach, and take action to minimise these (Suitable premises, environment and equipment)

ensure that each child is assigned a key person (Organisation)

ensure sensitive observational assessment are undertaken in order to plan to meet young children's individual needs.

plan and provide experiences which are appropriate to each child's stage of development as they progress towards the early learning goals.

ensure children receive a balance of adult led and child initiated activities, delivered through indoor and outdoor play (Organisation)

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

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

You have made satisfactory progress since the inspection.

The safeguarding policy detailed the steps to be followed should staff have concerns about a child or should an allegation be made against a member of staff and this has been discussed with staff. The relevant contact telephone number for Children's Services was included in the policy and staff were aware of the process they should follow. You have implemented a system where individuals only become committee members once the relevant checks have been completed by Ofsted. You also had records in place detailing the Criminal Records Bureau Disclosure numbers for staff.

You have updated the children's registration forms so these include information about who has legal responsibility for the child and who has legal contact with the child. Parents have been asked to provide freeze blocks with packed lunches, items which cannot be used for children have been removed from the First Aid box, there were paper towels in the bathroom for children to dry their hands and you have implemented systems to ensure the dosage of any medication given is administered. Children are reminded to wash their hands with soap and water and appeared familiar with the process as they showed staff that they had washed their hands as they left the bathroom. The risk assessment detailed that cleaning materials are to be kept away from children and there were locks on the cupboard door in the kitchen. You are unable to put a lock on the kitchen door as you share the premises, however you had adequately risk assessed this potential hazard to children. All of the children have key workers and the key worker policy indicated that the key worker helps a new child settle in. There was a notice on the notice board detailing who each child's key worker is and this is also recorded in the child's individual learning diary.

Learning diaries were in place for all the children and frequent observations had been completed since the start of the Autumn term across the six areas of learning. Information had been gathered from parents about children's starting points, however this was limited for some children. You had evaluated the progress made by children who attended in previous terms and had identified their next steps. Systems are in place for staff to support the children in progressing and meeting the identified next steps although this is not documented. The observations from the learning journals, displays at the playgroup and activities the children were involved in during the visit demonstrated that children benefit from a balance of adult-led and child-led activities delivered through indoor and outdoor play.

### **Next steps**

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

- The setting has made satisfactory improvement. The next visit will be a full inspection.

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, appearing to read "S.P. Gregory".

Susan Gregory HMI  
National Director, Inspection Delivery