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Hilldrop Community Centre
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Hilldrop Road
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Our Reference EY306279

Dear Mr Robert John Drinkwater

Outcome of monitoring visit for provision judged as inadequate

An Ofsted inspector, Cheryl Langley, carried out a monitoring visit of your provision on 19/03/2013. 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 09/10/2012, we sent you a notice to improve.

The actions raised in the report and notice to improve under the Early Years Foundation Stage Welfare Requirements asked you to: improve the confidentiality of information and records about staff and children by ensuring they are held securely, are easily accessible, and are available only to those who have a right or professional need to see them (Safeguarding and welfare, General information and welfare); ensure that the manager holds at least a full and relevant level 3 qualification and that at least half of all other staff hold at least a full and relevant level 2 qualification; ensure there is a named deputy who is judged capable and qualified to take charge in the manager's absence (Safeguarding and welfare, Qualifications); ensure children's individual needs are met by assigning each child a key person to help them become familiar with the setting when they first attend, to tailor activities to meet their individual learning needs, and to liaise with their parents and other settings they attend (Safeguarding and welfare, Key person); ensure that people looking after children are suitable to fulfil the requirements of their roles by carrying out regular staff appraisals to identify any training needs, and by securing opportunities for continued professional development for staff (Safeguarding and welfare, Staff training, support and skills); ensure children are cared for by people who are suitable to do so by implementing effective systems of checks, including obtaining an enhanced criminal records disclosure in respect of every person aged 16 and over who works directly with children or who works on the premises on which the childcare is provided (Safeguarding and welfare, Suitable people); maintain a record of the name, home address and telephone number of the provider and any other person living or employed on the premises, and the name, home address and

telephone number of anyone else who will regularly be in unsupervised contact with the children attending the early years provision (Safeguarding and welfare, Information about the provider); make sure that at least one person who holds a current paediatric first aid certificate is on the premises at all times when children are present, and that at least one person who holds a current paediatric first aid certificate accompanies children on outings; the first aid training must be local-authority approved and be relevant for workers caring for young children (Safeguarding and welfare, Staff qualifications, training, support and skills) and provide a stimulating, well-resourced and welcoming environment, both indoors and outdoors to support children's all round development and emotional well-being, which complements the activities provided in other settings they attend (Learning and Development requirements, Education programmes).

At the first monitoring visit on 19 November 2012 the regulatory inspector found, through observation, discussion and documentation, that steps had been taken to meet the actions to be completed by 12 October 2012. This was because records are now stored securely on site and are easy to access for inspection at any time. The manager who attends every session has a full and relevant level 3 qualification. The registered provider and staff were in the process of appointing an additional member of staff with a level 3 qualification who has suitable knowledge and skills to deputise in the absence of the manager. They are were also in the process of making sure that half of all staff hold at least a full and relevant level 2 qualification. This is currently met for two sessions of the after school club each week, but not always for the other three sessions. A key person has been assigned with responsibility of supporting children in their transition to the after school club and to meet their individual care and learning needs. This includes working in partnership with parents and other places that the children attend, such as school.

A system has been devised to make sure regular appraisals are carried out to identify any staff training needs, promote their professional development and support them to fulfil their role. This will be checked to see that it is implemented at the next visit. Every member of staff has to complete a criminal records bureau check as part of the process to assess their suitability to work with children. Evidence of this is recorded and kept on site. There is always a member of staff who has a current paediatric first aid certificate on the premises and to accompany children from school. All members of staff are required to complete a first aid qualification. Six members of staff working at the after school club and playscheme have a relevant first aid qualification and one member of staff has completed First Aid at work training.

The registered provider and staff are working closely with the local authority and have close links with schools. They have an action plan in place to work towards providing a stimulating environment for children which complements the activities

provided in the other settings they attend. Planning, observation and assessment are being put in place for those children in the early years age range with the support of the local authority. This will be monitored at the next visit.

Children appeared content and engaged at the visit. They were taking part in games and creative activities and enjoying snacks with friends.

At the second monitoring visit on 8 January 2013 the regulatory inspector found that considerable improvement has been made. The required number of qualified staff and a suitable deputy are available at every session. This is because suitable temporary staff are being used while the recruitment process is followed to appoint permanent staff. The appraisal system devised at the last visit has been started and all members of staff, with the exception of the manager, have had a full appraisal which clarifies their roles and highlights their strengths and training needs.

Further improvement has been made in the systems to plan, observe and assess children's learning and development. Activities and resources are used to promote the areas of learning in the Early Years Foundation Stage Learning and Development requirements. Purposeful activities are planned at each session, combined with child-led activities. Staff have a good relationship with the schools that use their provision to meet children's care and welfare needs, however this requires development with regard to complementing the children's learning at school. Additional information is gathered from parents and carers to find out children's interests so that appropriate support is provided for them. Regular observations are made to assess the progress children make but the next step is not clearly linked to the areas of learning.

Staff show an interest in the children and respect their views. Additional resources and equipment have been purchased which were chosen by the children to provide stimulating and challenging activities. During this visit children were engaged at all times and enthusiastic about their time at Hillside Community Centre afterschool club. They said they enjoyed imaginary play, board games and making things. Children's creations and achievements are celebrated and put on display in the hall.

Staff will continue to work to improve their practice. A further monitoring visit was arranged to assess the progress made to ensure children's learning is complemented with their achievements and experience at school; that all appraisals have been completed and that the next step planned for each individual child is purposeful and helps them make progress.

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

At the monitoring visit on 19 March 2013 there is marked improvement in planning

for individual children. Relevant information is gathered from parents and the school each child attends. This is used to inform the planning of activities which enhance and reinforce children's learning and development in a purposeful and enjoyable way. For example, children take part in enjoyable spelling games or counting activities. They are proud of their achievements and are encouraged to pass on new skills to their peers and staff members. All staff receive regular appraisals to identify their strengths and training needs. This ensures they have the relevant knowledge and a clear understanding of their roles and responsibilities to care for the children and support them in their learning.

During the visit children had fun playing running games, taking part in various creative activities and information technology. Staff have provided evidence of improvement to their practice and devised systems to maintain and support this. No further monitoring visits are required

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

Susan Gregory HMI
National Director, Inspection Delivery