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Beehive Pre-school  
The Hut  
Holmanleaze  
Maidenhead  
Berkshire  
SL6 8AW

Our Reference 108439

Dear Mrs Jacqueline Johnson North

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

An Ofsted inspector, Sarah Haylett, carried out a monitoring visit of your provision on 06/09/2013. 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 12/06/2013, we sent you a welfare requirements notice.

The Welfare requirements notice required you to take all necessary steps to keep children safe by ensuring the provider has a clear understanding of the safeguarding procedures, especially in relation to any allegation made against an adult who cares for the children or is in regular contact with them.

We also issued a warning letter as you had not informed Ofsted of a change to the persons on the committee.

In addition we issued a notice to improve asking you take the following steps to meet the requirements of registration:

notify Ofsted about a change in members of the committee, giving Ofsted the new person's name, any former names or aliases, their date of birth and home address. Notification must be made as soon as is reasonably practicable, but always within 14 days.

ensure that the premises are fit for purpose by ensuring that the toilets provide sufficient privacy to safeguard children and protect their dignity, and by improving hygiene practices at snack time.

keep and implement a written statement of procedures to be followed for the

protection of children, intended to safeguard the children being cared for from abuse or neglect (compulsory part of the Childcare Register) .

maintain effective systems to ensure the registered person is suitable to work with children, which must include obtaining an enhanced Criminal Records Bureau check, is of integrity and good character, has skills and experience suitable for the work, is physically and mentally fit for the work (compulsory part of the Childcare Register).

ensure that the premises and equipment used for the purposes of the childcare are safe and suitable for that childcare (compulsory part of the Childcare Register).

keep and implement a written statement of procedures to be followed for the protection of children, intended to safeguard the children being cared for from abuse or neglect (voluntary part of the Childcare Register).

maintain effective systems to ensure the registered person; is suitable to work with children which must include obtaining an enhanced Criminal Records Bureau check, is of integrity and good character, has skills and experience suitable for the work, is physically and mentally fit for the work (voluntary part of the Childcare Register).

ensure that the premises and equipment used for the purposes of the childcare are safe and suitable for that childcare (voluntary part of the Childcare Register).

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

To comply with the requirements of the EYFS the registered person must take the following action by the specified date:

- ensure that the practitioner designated to take lead responsibility for safeguarding children provides support, advice and guidance to any other staff on an ongoing basis, and on any specific safeguarding issue as required. The lead practitioner must attend a child protection training course that enables them to identify, understand and respond appropriately to signs of possible abuse and neglect

18/10/2013

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

At the monitoring visit completed on 6 September 2013 you had made inadequate progress. However Ofsted recognises that the long standing manager left at short notice the week before the monitoring visit and you were in the process of reviewing processes and procedures.

The safeguarding policy was reviewed and updated in July 2013. The previous manager was the designated person for safeguarding and the new managers will share this role. Unfortunately they are not able to access specific training in the designated person for safeguarding role until November 2013 however one of the managers has recently completed safeguarding training as part of her Early Years Professional course. Some staff have completed safeguarding training recently and you are in the process of arranging safeguarding training for all staff and committee members in November 2013. The new managers had an adequate understanding of the steps to take should safeguarding concerns arise and they recognised the need to seek advice from other agencies if they had concerns or if allegations are made. However not all staff are confident in the procedures should safeguarding concerns arise and they are not clear about the process to follow should their concerns not be acted upon.

You have completed building work and extended the toilet area so that each cubicle now has a door to give children privacy. In addition you have installed a nappy changing table so that nappies are no longer changed while children lie on mats on the floor in the bathroom. In addition routines have been reinforced to ensure tables are wiped before children eat and that children eat from plates rather than food being placed directly onto the table.

Committee members have completed and submitted the relevant forms to Ofsted and you have taken steps to ensure criminal record bureau disclosures are obtained for all staff. Robust procedures were followed when recruiting a new member of staff, including advertising the post, sifting applications, carrying out interviews and carrying out references and criminal records checks.

### **Next steps**

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

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

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



**For the attention of:** Compliance, Investigation and Enforcement Team.

**Reply slip**

Name and Address of setting:

Beehive Pre-school  
 The Hut  
 Holmanleaze  
 Maidenhead  
 Berkshire  
 SL6 8AW

**ACTIONS**

Please complete the box below to show what you have done in order to meet the action required:

Action Required	Action Taken	Date Completed
ensure that the practitioner designated to take lead responsibility for safeguarding children provides support, advice and guidance to any other staff on an ongoing basis, and on any specific safeguarding issue as required. The lead practitioner must attend a child protection training course that enables them to identify, understand and respond appropriately to signs of possible abuse and neglect		

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Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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