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Alexandra House  
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Our Reference EY281026

Dear Mrs Denise Margaret Evans

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

An Ofsted inspector, Linda Williamson, carried out a monitoring visit of your provision on 24/09/2013. 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 10/07/2013, we sent you a welfare requirements notice.

The welfare requirements notice required you to take the following action to meet the requirements of registration; ensure that regular staff appraisals and supervision is carried out with lead practitioners to identify any training needs, and secure opportunities for continued professional development for staff; this is with particular reference to the nursery manager.

We also issued a notice to improve asking to take the following steps to meet the following requirements of registration:  
ensure all staff understand and implement the procedure to keep a written record each time a medicine is administered to a child, and to inform the child's parents and/or carer as soon as reasonably practicable; have effective systems in place to ensure that practitioners, and any other person who is likely to have regular contact with children (including those living or working on the premises), are suitable to do so; and ensure staffing arrangements, including for temporary staff, meet the needs of children at all times.

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

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

The action plan is well prepared and shows sufficient detail to ensure the required

actions will be met in an effective and efficient manner. The board of trustees has recognised the roles and responsibilities they must undertake to ensure the nursery meets the requirements of the Early Years Foundation Stage (EYFS). There are appropriate plans in place to improve the recruitment of key staff to work in the nursery, as well as to improve the retention of staff. Management acknowledge the action that must be taken to improve the morale of members of staff. You have undertaken a staff appraisal with the nursery manager and have identified specific, measurable and appropriate objectives to ensure all requirements of the EYFS will be met. You have identified and arranged for extra support to be provided by outside agencies and professionals. The improved system ensures all members of staff know they must keep a written record each time a medicine is administered to a child, and to inform the child's parents and/or carers as soon as is possible. Processes are in place to ensure all people required to complete checks are known and members of the trustee board have satisfactorily completed the required checking procedure.

Ofsted will carry out a further monitoring visit to ensure that the changes in place are sustained, and additional steps are taken to meet the actions as detailed on the notice to improve.

### **Next steps**

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

- The setting has made good 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

Susan Gregory HMI  
National Director, Inspection Delivery