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Cherubins Day Nursery - Lewisham  
Branch  
Ladywell Lodge  
Slagrove Place  
London  
SE13 7HT

Our Reference EY431002

Dear Mrs Elaine Velma Brown

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

An Ofsted inspector, Christine Jacqueline Davies, carried out a monitoring visit of your provision on 01/08/2013. 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 22/04/2013, we sent you a welfare requirements notice.

In order to ensure that children learn and develop well and are kept healthy and safe, you were issued with a welfare requirement notice with a timescale for completion of 21 May 2013 which asked you to:

ensure staffing arrangements meet the needs of all children, particularly at lunchtime.

improve staff supervision to provide support, coaching and training for staff while fostering a culture of mutual support, teamwork and continuous improvement to consistently promote the interests of children.

ensure the premises and equipment are organised in a way that meets the needs of children, with particular regard to the pre-school room.

ensure all staff have a clear understanding of their roles and responsibilities.

ensure that an accurate written record of all accidents or injuries and first aid treatment is kept.

A monitoring visit was conducted on 24 May 2013 and, whilst some improvements have been made, overall progress was judged as inadequate.

A further monitoring visit was conducted on 04 July 2013 and it was found that although there was evidence that some improvements had been made, overall progress was judged as inadequate. As a result, you were issued with a Welfare requirements notice, with a timescale for completion of 19 July 2013 which asked you to:

- ensure that accident records are analysed to identify risks to children and demonstrates what action has been taken in order to minimise these risks.

A further monitoring visit was conducted on 12 July 2013 and it was found that overall progress was judged as inadequate. As a result, you were issued with a Welfare requirements notice, with a timescale for completion of 19 July 2013 which asked you to:

- Take all reasonable steps to prevent unauthorised persons entering the premises,
- Ensure that written records of accidents are sufficiently detailed.

A further monitoring visit was conducted on 01 August 2013 and it was found that, whilst some improvements have been made, overall progress was judged as inadequate.

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

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

During the monitoring visit on 01 August 2013, it was found that you have taken steps to ensure that systems to prevent unauthorised access to the premises are now being implemented effectively by staff. For example, you have reaffirmed to staff that they must ensure that the front door is closed at all times and have employed a permanent receptionist, who is stationed at the front desk of the entrance area at all times. You have also ensured that the setting on the main door is set on 'auto' so that it automatically closes the door when someone enters or leaves the building.

Although recruitment procedures for new staff have improved since the last visit, it was noted that information that you specifically requested from an applicant regarding their suitability, had not been followed up effectively. For example, it was found that the section requiring applicants to declare whether there were any pending court cases, had been left blank by the applicant, but had not been queried or followed up by managers. In addition, the applicant was able to start working at the nursery, despite incomplete references. This places children at risk, but also demonstrates that your systems to check staff suitability, are not as robust as they

could be.

Since the last visit, you have provided most of the staff holding specialist roles with a description of what these roles entail, however at the time of the visit, it was found that job descriptions for the designated roles of communication and language coordinator; student coordinator and equal opportunities coordinator were not available. As a consequence, staff undertaking these roles are not able to carry out their responsibilities as effectively as they could.

You have taken steps to improve accident procedures within the nursery. For example, accident forms have been revised so that staff now have to record what measures they will take to avoid the accident reoccurring where possible. Staff have also been advised of the importance of keeping accurate records and children have been made aware of risks that may be associated with using specific equipment both indoors and outdoors. You have also ensured that accidents are now recorded separately to incidents, to enable managers to undertake an analysis of accidents more accurately. The effectiveness of these systems will be monitored at the next visit.

### **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