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Dawn To Dusk Day Nursery
Swanley School
St. Marys Road
Swanley
Kent
BR8 7TE

Our Reference EY332938

Dear Mrs Laraine Jalili-Hodges

Outcome of monitoring visit for provision judged as inadequate

An Ofsted inspector, Jennifer Fisher, carried out a monitoring visit of your provision on 06/12/2013. 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 12/08/2013, we sent you a welfare requirements notice.

As a result of our inspection on 12 August 2013, we sent you a welfare requirement notice that required you to: make sure the premises, including the outdoor area and equipment are clean and safe and hygienic for children to use; ensure that there is an effective health and safety policy and procedures and that you comply with requirements of health and safety legislation (including hygiene requirements); implement a clear and well understood policy, and procedures for assessing any risks to children's safety. Ensure that daily checks and risk assessments are used to identify all aspects of the environment that need to be checked and how the risks will be removed or minimised.

A notice to improve was also sent that required the provider to conduct monitoring of practice and provide training to ensure all practitioners have appropriate skills and knowledge and a clear understanding of their roles and responsibilities in order to foster a culture of mutual support, teamwork and continuous improvement; ensure that there is a sufficient number of staff qualified in first aid to enable a qualified member of staff to be present on the premises at all times and on outings; make sure that fresh drinking water is available to children at all times; provide opportunities for children whose home language is not English to use their language in play and learning; improve partnership working with parents, to involve them in their children's learning and actively respond to any parental concerns or ideas for improvement.

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

To further improve the early years provision the registered person should:

- ensure that all the equipment used for babies, especially chairs are safe and that staff are fully aware of the safety requirements; 23/12/2013
- ensure that the arrangements for monitoring sleeping babies are followed and that they are always within sight and hearing distance; 23/12/2013
- review the arrangements for feeding babies to ensure that the individual needs of all babies are met and that staff fully understand the role of the key person in meeting the individual needs of babies for feeding; 23/12/2013
- ensure that policies and procedures for administering medication are followed for all children. 23/12/2013

Overall effectiveness of the improvement and outcomes for children

Overall effectiveness of the improvement and outcomes for children

At the first monitoring visit on 6 December 2013, the regulatory inspector found that satisfactory progress is being made overall and you have completed a comprehensive action plan to meet the requirements and improve the quality of childcare and education. You have good systems for self-evaluation and a commitment to making the necessary improvement. The regulatory inspector found through observation, discussion and documentation that the provider has met and is making progress on the actions set within the timescales.

You have taken steps to reduce the hazards in the outdoor area; the garden is now cleared of rubble and is maintained on a weekly basis. The decking is power washed. All broken toys and equipment have been removed and cleaned. The Wendy house has been swept out and is swept out on a daily basis and there are steps in place to carry out daily checks. The toilets and indoor areas such as carpets, windows and floors have had a deep clean and cleaning systems are in place to ensure that they remain hygienic and clean. To further improve you plan to put a schedule for cleaning toys, resources and equipment.

The health and safety policy has been revised, and staff have been fully inducted on this. There is an assigned health and safety officer. To further develop you are planning to attend up to date training on health and safety.

You have made improvement to your risk assessment and a generic risk assessment format has been made specific to the setting, this includes specific areas within the setting. You have a maintenance file that records action that is needed and risk assessment, this process is on-going and still being reviewed and updated. Not all

hazards are included in the risk assessment with steps taken to reduce or minimise the risks. To further improve, you plan to put a written procedure together to make clear the process for risk assessment and steps that are taken to assess risks and reduce or minimise risk, all hazards in the garden need to be included in the risk assessment and these processes are yet to be fully imbedded.

You have made changes to the management team in the setting and have reinforced and embedded your strategic management plan process in order to identify any individual areas of weakness. You have retrained all staff in aspects of their roles and issued generic roles and responsibilities for each room, which states the roles the staff have. You have retrained room leaders so they are clear about their roles and responsibilities. You have trained all staff to enhance their knowledge and understanding of the EYFS and this is being monitored by the management team using your auditing tool strategic management plan. You have begun to identify strengths and weaknesses of staff, and hold supervision meetings with staff in order to identify areas for improvement or required training. Individual training has been completed on progress grids and my unique stories, the manager also found that there were weaknesses in consultations with parents, to further improve this you plan to work more closely with parents to provide feedback on children's learning. To further improve you will identify next steps for staff learning and improvement and review in order to drive continuous improvement and ensure that monitoring systems are fully imbedded into practice.

All staff have renewed their Paediatric first aid training using an outside agency on 30 November and will complete this on 7 December 2013. Accident books have been revised to a new accident form and a head injury form has been introduced.

Monitoring systems are beginning to be put in place to monitor accidents; however they need to be further developed to improve the level of details recorded and to include what to do if there is a serious, accident, injury or illness. To further improve you plan to look at practices for first aid treatment and ways to reduce accidents.

Drinking stations are available for children in each room and this is monitored by the room leaders. The procedure states how to set up the drinks station, when the water requires changing and that staff ensure that the children can identify their own cups.

You have made improvements to the arrangements for children with English as additional language, by encouraging the parents to provide simple words within their language they speak at home, to provide the children with security and familiarity.

You have improved the visual resources and have ordered more dual language books and equipment. You have planned a staff workshop with the local authority inclusion team. To further improve, you need to increase staff understanding of ways to work with children with English as an additional language and to encourage visual aids to support children with this.

You are improving partnership working with parents, to involve them in their children's learning and actively respond to any parental concerns or ideas for improvement. The key person systems ensures that the key person spends time with the parent at the end of the day and provides a daily handover on what their child has been learning that day. For children under 3 years, this is reinforced by use of a contact book which states what they have been doing throughout the day, mealtimes and sleep times. My unique stories are shared with parents every 3 months and completed jointly with parents. Parents consultations are completed in January every

year and parents are invited to meet with the key person.

You are trialling parents' involvement in their child's learning by creating a new board for all to contribute. You provide parents with questionnaires giving the opportunities for parents to comment on the service that you provide, these are regularly reviewed and you will evaluate and revise these as necessary. You have a complaints procedure in place. To further develop you plan to introduce home visits.

Additional actions were raised at this visit which asks you to:

ensure that all the equipment used for babies, especially chairs are safe and that staff are fully aware of the safety requirements; ensure that the arrangements for monitoring sleeping babies are followed and that they are always within sight and hearing distance; review the arrangements for feeding babies to ensure that the individual needs of all babies are met and that staff fully understand the role of the key person in meeting the individual needs of babies for feeding; ensure that policies and procedures for administering medication are followed for all children.

The new systems being used are yet to be fully embedded and evaluated. Consequently, a further monitoring visit will be carried out to check the sustainability of the progress made.

Next steps

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

- The setting has made satisfactory 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



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

Reply slip

Name and Address of setting:

Dawn To Dusk Day Nursery
 Swanley School
 St. Marys Road
 Swanley
 Kent
 BR8 7TE

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 all the equipment used for babies, especially chairs are safe and that staff are fully aware of the safety requirements;		
ensure that the arrangements for monitoring sleeping babies are followed and that they are always within sight and hearing distance;		
review the arrangements for feeding babies to ensure that the individual needs of all babies are met and that staff fully understand the role of the key person in meeting the		

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individual needs of babies for feeding;		
ensure that policies and procedures for administering medication are followed for all children.		

Name: _____

Signature: _____

Date: _____

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