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Little Foxes (Wigan) Ltd
Iona House
Billinge Road
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Lancashire
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Our Reference EY297752

Dear Mr James Brown

Monitoring for provision judged as inadequate

An Ofsted inspector, Jan Linsdell, monitored your provision on 04/02/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 11/11/2013, we sent you a notice to improve. The actions you were set are included at the end of this letter.

During the monitoring visit the inspector discussed the steps taken to address the action raised in the notice to improve. She observed general practice throughout the nursery and observed how medication was stored and administered. She had discussions with several members of staff about medication procedures and also spoke to your manager, area manager and a representative from the local authority. The inspector looked at children's medication records and also reviewed your medication policy, self-evaluation form and a range of other documentation.

The inspector found that the procedures for administering medication to children are now more robust. Managers closely monitor staff administering medication and make sure they accurately record full details of all medicines given. Medication records have been updated to include more detail, for example, about the reason why medication is required. The inspector sampled your medication records and found that they were well documented and clearly showed that written consent is obtained from parents before any medicine is given.

Medication is now safely stored in the office, in its original container and clearly labelled. You have introduced effective systems to assess staff's knowledge of medication procedures, for example, by using the medication awareness questionnaire. You also have plans in place for all staff to complete an on-line medication awareness course. Discussions held with staff clearly indicated that their knowledge and understanding of medication procedures is secure. Consequently, this

helps to safeguard children's health.

You have close links with your local authority advisor and you have welcomed their advice and support. This helps to sustain ongoing improvement. You are also starting to take positive steps to improve the monitoring of practice across the nursery. For example, managers are conducting daily checks at certain times during the day, so that they can check documents and routines. This contributes to minimising inconsistencies in practice. You have also made arrangements for some staff to attend additional training to help them further support children's communication skills. Systems for self-evaluation are developing well and you have action plans in place to tackle areas for development.

Having considered all the evidence, the inspector is of the opinion that the setting has taken prompt and effective action to address the points for improvement.

Next steps

The next step 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

Nick Hudson
National Director, Early Education

Actions

| Action | Due date | Closed date |
|--|------------|-------------|
| ensure children's good health is safely promoted by implementing suitable procedures for the administration of medication, including obtaining prior written permission from parents before administering medicine, and keeping a written record each time a medicine is administered to a child. | 25/11/2013 | 04/02/2014 |
| keep records of any medicine administered to any child who is cared for on the premises, including the date and circumstances and who administered it, including medicine which the child is permitted to self-administer, together with a record of a parent/guardian/carer's consent, and retain them for a period of two years (compulsory part of the Childcare Register). | 25/11/2013 | 04/02/2014 |
| keep records of any medicine administered to any child who is cared for on the premises, including the date and circumstances and who administered it, including medicine which the child is permitted to self-administer, together with a record of a parent/guardian/carer's consent, and retain them for a period of two years (voluntary part of the Childcare Register). | 25/11/2013 | 04/02/2014 |