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Sherwood Childcare Edwinstowe
C/O Sherwood Children's Centre,
King Edwin Primary School, Fourth
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NG21 9NS

Our Reference EY407306

Dear Mrs Andrea Marie Myers

Monitoring for provision judged as inadequate

An Ofsted inspector, Anne Barnsley, 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 05/11/2013, 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 with your deputy manager the steps you have taken to address the actions raised in the notice to improve. The inspector was unable to speak to a representative from the local authority, because you have been unable to access a representative to provide support. The inspector spoke to the Head Teacher of the school and the teaching staff in the foundation unit in the school to ascertain what improvements have taken place to strengthen partnerships. She gathered feedback from them relating to the steps you have taken to improve the information you gather from them about children's learning at school and the ways in which you can provide support to these children. The inspector observed interaction between staff and children in your provision and spoke with the children and staff. The inspector looked at your safeguarding policy, staff files, staff qualifications and roles. She observed and discussed the activities that are provided for children in the early years age group and how these are organised. The inspector also discussed the steps you have taken to provide children in the early years age group with a key person and how this is organised to meet their needs and to work in partnership with parents. She discussed the improvements you have put in place so that parents know who their child's key person is and she looked at the information that you have provided parents with about the key person system to ensure they are aware of the purpose of a key person. The inspector discussed the steps that you have taken to improve staffs' knowledge of the characteristics of

effective teaching and learning.

The inspector found that you have developed a comprehensive action plan to address the issues raised at your last inspection. This has enabled you to accurately identify how to address the areas for improvement that were raised. The inspector was unable to look at your most recent self-evaluation as this was not available. However, she is satisfied that you now recognise the importance of monitoring the success of the improvements you have made. She is also satisfied that you now recognise the importance of evaluating the quality of practice independently to raise further targets to improve the outcomes for children.

Appropriate steps have been taken to improve staff knowledge and skills. You have booked a course for three staff to develop their understanding of the characteristics of effective teaching and learning. Although this has not taken place yet, placements have been secured for March 2014. This demonstrates that you have been proactive in the action you have taken to improve staffs' knowledge and understating of how young children learn and develop.

The safeguarding policy has been updated with the correct contact telephone number if concerns are raised about a child's welfare. Staff have been made aware of this and can now take the appropriate action if this becomes necessary. Staff and parents have been updated about the use of mobile phones and cameras not being permitted in the provision. Staff now lock their mobile phones away and only the phone for the setting is used. Parents are asked to finish their call and to put their phone away before they come in to the building.

Further first aid training has been completed by the member of staff who does the offsite school collection and this helps to ensure children's safety and wellbeing.

Staff records that need to be seen at inspection have been re-organised and are now accessible and kept in the provision. Staff files have been updated and now contain proof that they have been suitably vetted through the Disclosure and Barring Service checks, certificates of staff qualifications, first aid certificates and contact numbers for staff. You are still in the process of updating these records to include all staff references, but you are aware that these need to be included and you are working on this and taking appropriate action.

You have ensured that you have a named deputy in place who has the appropriate qualifications and experience for the role and can assume responsibility in your absence.

A key person has been assigned to the children who are in the early years age group. Parents have been informed of this through a newsletter. The newsletter provides parents with clear details about who the key person is and what the role of the key person is for. As a result, staff know each child well, which is helping children to form secure emotional attachments and helps with their transition from school to the club. It also strengthens the partnership with parents as parents know who to

speak to about their child. Further to this, you have started to develop a notice board for parents and to display photographs of the staff with their names and qualifications. This helps parents to feel more welcome and better informed. Your key person has also introduced a system of observation and tracking for her key children and uses this to plan around their next steps in learning. This enables her to share information with parents about their child's learning and development. Planning is displayed, which enables parents to see what activities their child is participating in and how they are being supported with the learning that takes place at school.

Progress has been made with developing stronger partnerships with the school that the children in the early years age group attend. No children in the early years age group attend from an offsite school, although you know to establish the same links at that school if they do. To date you have met with the teaching staff in the foundation unit and obtained their termly planning so that you know what children are doing at school and you have put your own planning in place. This enables you to complement the learning that children receive at school. You agree that you still need to gather more information from the school about the individual needs and next steps that the teaching staff are working on for each child. You have started to do this for some children. This information will strengthen the information you have already obtained and help you to better support children's learning that takes place at school and meet their individual needs.

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
improve staff's understanding of the characteristics of effective teaching and learning in order to provide challenging and enjoyable experiences for the younger children	01/04/2014	04/02/2014
ensure the safeguarding policy contains the correct contact numbers for advice and referral of concerns and that staff consistently adhere to the policy, with particular regard to the use of mobile telephones	11/11/2013	04/02/2014
ensure that at least one person with a current paediatric first-aid certificate accompanies children on outings	11/11/2013	04/02/2014
ensure that all information and records are easily accessible and available for inspection at anytime, with particular regard to staff records	04/12/2013	04/02/2014
ensure there is a named deputy who is able to take charge in the absence of the manager	06/01/2014	04/02/2014
ensure a key person is assigned to each child in the early years age range, in order to ensure their care is tailored to meet children's individual needs	02/12/2013	04/02/2014
improve strategies for partnership working with parents and feeder schools in order to complement and further the learning children receive elsewhere.	06/01/2014	04/02/2014