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Little Ferns Pre-School
Scout Headquarters R10
106 West Street, Ewell
EPSOM
Surrey
KT17 1XR

Our Reference EY411980

Dear Mrs Melanie Jane Merchant

Monitoring for provision judged as inadequate

An Ofsted inspector, Elizabeth Juon, monitored your provision on 12/02/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 30/09/2013, we sent you a welfare requirements notice. The actions you were set are included at the end of this letter.

In order to meet requirements relating to 'Suitable people' and 'safety and suitability of premises, environment and equipment', you were required to implement effective procedures to demonstrate that staff working with children are suitable to do so, by recording information about Disclosure and Barring Service checks; and ensure risk assessment are robust and that the premises, indoors and outside, are safe for children to use, with particular reference to the low level hanging ropes, hazardous plants and trailer in the outside area.

In addition, you were issued with a Notice to improve which required you to address actions relating to, Child protection, Safety and suitability of premises, environment and equipment; Health; and the areas of learning and development and assessment. The notice to improve asked you to ensure -

all staff have up to date knowledge of safeguarding issues and that the pre-school has an up dated safeguarding policy and procedures that is available for inspection when required; all staff who prepare snacks and food for children have training in food hygiene so they are competent to prepare and handle food; effective hygiene practices are fully implemented, so that the environment is consistently clean, with particular reference to suitable kitchen facilities for the hygienic preparation of food and drinks for children; the safety of children by preventing them from being able to gain access to the kitchen and cleaning materials; take reasonable steps to ensure the safety of children, staff and others on the premises in the case of fire and any other emergency and staff are able to locate the whistle for use in emergencies; that

children's observations are effectively evaluated so that their next steps are clearly identified and staff plan challenging and enjoyable learning opportunities that allow children to be actively involved in their learning and extend them appropriately; and ensure effective monitoring systems are in place to continually evaluate and improve the pre-school's provision of the education programmes and children's progress.

At the monitoring visit on 12 February 2014, we found only one of the actions set out in the Welfare requirement notice has been met. The provider has implemented procedures to demonstrate that all staff have been vetted and are suitable to work with children. The provider has not devised robust risk assessments to ensure the setting is safe for children and risks and hazards are still present in the outside area. It is an offence not to meet a welfare requirement in the timescale set. The provider has devised a safety check list however, this is not sufficient to highlight hazards or minimise the risk to ensure children's safety. On this occasion we will re-issue the welfare requirement notice and as a consequence of the visit an additional action will be added which asks the provider to, ensure there is a clear and well-understood policy, and procedures for assessing any risks to children's safety, and review risk assessments regularly. Risk assessments should identify aspects of the environment that need to be checked on a regular basis, when and by whom those aspects will be checked, and how the risk will be removed or minimised.

The actions set in the notice to improve were given a longer timescale to allow the provider time to meet them well. However, the provider choose to respond to the actions before the deadline date stating only that all the required actions had been completed, but not stating how. At the visit we found that this was an inaccurate response and lacked information. We found some actions had been met and children could not access the kitchen, the kitchen was clean and one member of staff has a food hygiene certificate and another will be accessing food hygiene training. This will help to ensure children's health is safeguarded by preparing snacks and drinks in hygienic conditions. There is a suitable system in place to call for, and practice an emergency exit from the premises to keep children safe. There are three actions still requiring attention to improve staff knowledge and understanding of safeguarding children and to meet the learning and development requirements to improve the educational programme. The provider still has time to respond to these actions in the time scale originally set.

The provider demonstrates a willingness to improve to make changes to help ensure children's safety and wellbeing. However, the provider states there has been insufficient support from the local authority early years department to help her fully improve her working practices and understanding of the EYFS requirements, particularly with regard to risk assessments and accessing training quickly.

We will assess the improvements made to the safety of the outside area and provider and staff understanding of safeguarding policy and procedures and the planning of the educational programme at the next visit to ensure children's individual learning

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and development needs are met; and to ensure the improvements made can be sustained.

Having considered all the evidence, the inspector is of the opinion that the setting has not taken prompt and effective action to address the points for improvement.

Next steps

The next step will be further monitoring.

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 all staff have up to date knowledge of safeguarding issues and that the pre-school has an up dated safeguarding policy and procedures that is available for inspection when required	25/02/2014	18/02/2014
ensure all staff who prepare snacks and food for children have training in food hygiene so they are competent to prepare and handle food	25/02/2014	18/02/2014
ensure that children's observations are effectively evaluated so that their next steps are clearly identified and staff plan challenging and enjoyable learning opportunities that allow children to be actively involved in their learning and extend them appropriately	25/02/2014	18/02/2014
ensure effective hygiene practices are fully implemented, so that the environment is consistently clean, with particular reference to suitable kitchen facilities for the hygienic preparation of food and drinks for children	25/02/2014	18/02/2014
must take reasonable steps to ensure the safety of children, staff and others on the premises in the case of fire and any other emergency and staff are able to locate the whistle for use in emergencies.	25/02/2014	18/02/2014
ensure the safety of children by preventing them from being able to gain access to the kitchen and cleaning materials	25/02/2014	18/02/2014
ensure effective monitoring systems are in place to continually evaluate and improve the pre-school's provision of the education programmes and children's progress.	25/02/2014	18/02/2014
implement effective procedures to demonstrate that staff working with children are suitable to do so, by recording information about Disclosure and Barring Service checks	29/01/2014	18/02/2014

ensure risk assessment are robust and that the premises, indoors and outside, are safe for children to use, with particular reference to the low level hanging ropes, hazardous plants and trailer in the outside area 29/01/2014 18/02/2014

ensure all staff have up to date knowledge of safeguarding issues and that the pre-school has an up dated safeguarding policy and procedures that is available for inspection when required 25/02/2014

ensure that children's observations are effectively evaluated so that their next steps are clearly identified and staff plan challenging and enjoyable learning opportunities that allow children to be actively involved in their learning and extend them appropriately 25/02/2014

ensure effective monitoring systems are in place to continually evaluate and improve the pre-school's provision of the education programmes and children's progress. 25/02/2014

ensure risk assessment are robust and that the premises, indoors and outside, are safe for children to use, with particular reference to the low level hanging ropes, hazardous plants and trailer in the outside area 05/03/2014

ensure there is a clear and well-understood policy, and procedures for assessing any risks to children's safety, and review risk assessments regularly. Risk assessments should identify aspects of the environment that need to be checked on a regular basis, when and by whom those aspects will be checked, and how the risk will be removed or minimised 05/03/2014