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Our Reference 109117

Monitoring for provision judged as inadequate

An Ofsted inspector, Helen Barter, monitored your provision on 17/02/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 15/11/2013, 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 you the steps you had taken to address the actions raised in the notice to improve. The inspector talked with you about the improvements you have made and your understanding of the requirements relating to notifying Ofsted of a change of partnership, ensuring the suitability of staff and the safety of the premises. The inspector looked at accident records, attendance registers, risk assessments, and information for parents. Disclosure and Barring Service checks for members of staff and the household were viewed. Observations of activities and resources for children inside and outdoors were undertaken. The inspector was unable to speak to a representative from the local authority as there was no-one available on the day of the monitoring visit. However, a file containing notes of visits and meetings with local authority personnel was examined. Your action plan for improvement was also viewed.

The inspector found that you have now correctly notified Ofsted of partners who are related to your business. A suitably qualified person has been appointed as manager from 7 January 2014 and the manager present at the inspection in November 2013 is now the named deputy. You are in the process of identifying a suitably qualified person from the staff to act as a second named deputy in case either the manager or deputy, both of whom work part-time, are not available.

You remain in breach of the requirement to ensure that all persons who are likely to have regular contact with children are suitable, including by ensuring they have a criminal records check. This applies to the Early Years Register and the compulsory and voluntary parts of the Childcare Register. Your manager and deputy manager have submitted their applications for Disclosure and Barring Service checks but you still await a response on their clearance. Nevertheless, you were able to demonstrate to the inspector, through copies of emails, that you have pursued these checks

throughout the period of delay. In addition, you have put in place a risk assessment in the interim to ensure that the manager and deputy manager do not work alone with children until the checks are complete. Since the inspection, you have reviewed your risk assessment procedures and taken suitable action to cordon off the glass summerhouse with metal fences so that it does not present a risk to children's safety as they play. This demonstrates that you understand your responsibility to safeguard children correctly.

You have now taken steps to improve the key person system by allocating each child to an identified key person and parents have been informed in writing. Formal meetings for parents to discuss their child's progress will now take place, starting in March. One to one meetings have been held with each member of staff to ensure that they understand the role of the key person in meeting their children's individual learning, development and care needs. Expectations have been set for the staff to complete regular observations and assessments. In addition, time has been set aside for them each week to complete children's learning journeys in order to improve the quality of planning for children's next steps in learning, although you have yet to monitor the full impact of this. You have introduced formal performance management systems, including supervision and appraisal, since the start of January. You have begun to monitor individual staff practice but the outcome of this is not yet being used to fully identify how you can continue to improve the quality of teaching. The manager has begun an inventory of resources and has identified where there are gaps, particularly in resources for mathematical development, and for babies. You have identified a small budget to enable resources to be purchased.

You have engaged positively with local authority representatives since the inspection. While you have appointed qualified and experienced managers, you have also accepted your responsibility to ensure that improvements in the quality of your provision are sustained. You are monitoring your improvement against the action plan which you have devised with the local authority. This sets clear timelines for completion of actions and expectation that outcomes for children will improve as a result. The local authority has arranged for staff to visit another setting in order to gain a wider view of what good quality teaching looks like. While you continue to gain parents' views informally through daily contact, you are planning to seek their views more formally through a questionnaire in order to improve your self evaluation processes, including the Ofsted self-evaluation form.

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.

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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

Lorna Fitzjohn
National Director, Childminding

Actions

Action	Due date	Closed date
implement effective systems to ensure that practitioners, and any other person who is likely to have regular contact with children, are suitable, including by ensuring they have a suitable criminal records check	15/12/2013	
ensure there are appropriate arrangements in place: for the supervision of staff who have contact with children and families, which includes opportunities for staff to discuss any issues, particularly concerning children's development or well-being; to identify solutions to address issues as they arise and to provide coaching to improve staff's personal effectiveness	15/12/2013	17/02/2014
ensure that all necessary measures are taken to minimise any identified risks (compulsory part of the Childcare Register)	15/12/2013	17/02/2014
ensure that all necessary measures are taken to minimise any identified risks (voluntary part of the Childcare Register)	15/12/2013	17/02/2014
ensure Ofsted is inform of the name, date of birth, address and telephone number of any partner (compulsory part of the Childcare Register)	15/12/2013	24/11/2013
ensure there is a named deputy who is capable and qualified to take charge in the manager's absence	15/12/2013	17/02/2014
establish an effective key person system to ensure that every child's care is tailored to meet their individual needs, to help the child become familiar with the setting, offer a settled relationship for the child and build a relationship with their parents	15/12/2013	17/02/2014
ensure all areas of the premises are safe for children to use, particularly the outdoor areas	15/12/2013	17/02/2014
improve self-evaluation systems and use	15/12/2013	17/02/2014

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this to drive future improvements by identifying the settings strengths and weaknesses accurately and taking appropriate action to address these

establish effective systems to ensure that the registered person, the manager and any person caring for, or in regular contact with children is : suitable to work with children which includes obtaining an enhanced Criminal Records Bureau check; of integrity and good character; suitably skilled and experienced; physically and mentally fit for the work (compulsory part of the Childcare Register) 15/12/2013

establish effective systems to ensure that the registered person, the manager and any person caring for, or in regular contact with children is : suitable to work with children which includes obtaining an enhanced Criminal Records Bureau check; of integrity and good character; suitably skilled and experienced; physically and mentally fit for the work (voluntary part of the Childcare Register) 15/12/2013

improve staff's knowledge of the learning and development requirements, particularly those caring for younger children, in order to consider the individual needs, interests and stage of development of each child, and use this information to identify their next steps and plan a challenging and enjoyable experience for each child in all of the areas of learning and development. 15/12/2013 17/02/2014