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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

Monitoring for provision judged as inadequate

An Ofsted inspector, Jennifer Fisher, monitored your provision on 03/03/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 12/08/2013, we sent you a welfare requirements notice. The actions you were set are included at the end of this letter.

The welfare requirement notice 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.

At the first monitoring visit on 6 December 2013 the regulatory inspector found that satisfactory progress was being made overall and you completed a comprehensive

action plan to meet the requirements and improve the quality of childcare and education. Additional actions were raised at this visit which asked 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.

At the second monitoring visit of 03 March 2014, the regulatory inspector found that 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; this is evident in your strategic management plan. The regulatory inspector found through observation, discussion and documentation that you have met and are making progress on the actions set. You are continuing to work with the Early Years team who provide on-going support. The support from the Early Years team is lessening and they report sufficient progress made since the inspection through regular monitoring visits, they continue to provide support to ensure that systems are fully imbedded into practice.

There was an initial deep clean within the setting and steps have been taken to improve the hygiene of the premises, including a schedule for cleaning toys, resources and equipment. The cleaning schedule is fully imbedded into practice. The health and safety policy has been reviewed and revised. This has been re-issued to staff and is discussed regularly during team meetings. To further develop you are planning to attend up to date training on health and safety and ensure that health and safety issues are fully imbedded into practice.

You have made improvements to the risk assessment process and there is a risk assessment in place that is specific to the setting, which identifies hazards and steps taken to reduce and minimise the hazards identified. These systems are not yet fully imbedded into practice and not all staff fully understand risk assessment. There is a daily safety checklist that is completed by staff.

To further improve you need to ensure that identified hazards are removed without delay and that necessary repairs are carried out in a timely fashion and without delay. In addition, you need to ensure that all staff are fully aware of risk assessment and develop their understanding of and ability to identify risks and act on them and take steps to remove or minimise the risks without delay.

You have ensured that staff have a clear understanding of their roles and responsibilities and you have made improvements to the systems in place to monitor practice and provide training to ensure all practitioners have appropriate skills and knowledge. The manager carries out regular reviews of practice and conducts regular focussed meetings for staff to drive improvement and improve practice issues. This is on-going and the manager is striving hard to improve practice. You have introduced a middle management system in order to foster a culture of mutual

support, teamwork and continuous improvement, this is in its early stages and you are working to provide on-going training and support for staff.

You have identified training for staff and you need to ensure these systems are fully imbedded into practice in order to continuously drive improvement.

There is sufficient number of staff qualified in paediatric first aid and staff have completed training. This ensures that there is a qualified member of staff present on the premises at all times and on outings.

You have reviewed accident reporting procedures to ensure that written records contain necessary detail and are accurate.

Fresh drinking water is available for children at all times and procedures for drinking stations for children

You have developed an 'all about me' care plan for children with English as an additional language for parents to complete with key person before the child starts nursery. You have provided a range of resources for children and staff to use, including a range of visual resources and equipment. To further improve, you need to ensure that all staff are fully trained and have the necessary skills to fully support children with EAL in order to support and monitor children's progress.

You are working hard to improve partnership working with parents and to involve them in their children's learning to actively respond to any parental concerns or ideas for improvement. This under constant review and some progress has been made.

You have introduced newsletters and questionnaires and you have had some feedback from parents. You provided parent consultations in order to provide information to parents on their child's progress and you plan to do these on a regular basis. You continue to consider new ways to fully engage parents and to encourage parents to become involved in children's learning.

You have ensured that equipment used for babies, especially chairs are safe and that staff are fully aware of chair safety requirements.

You have improved arrangements for monitoring sleeping babies and ensure that they are always within sight and hearing distance and monitored regularly.

You have reviewed 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. You have introduced written information for staff and parents on feeding and weaning techniques and staff members knowledge has improved.

You have ensured that policies and procedures for administering medication are followed for all children. Parents of all children who have long term medication are asked to complete a long term medication form. Any medications are stored appropriately and out of children's reach.

The new systems being used are yet to be fully embedded and there are some improvements to be made to ensure sustained progress. Consequently, a further monitoring visit will be carried out to check the sustainability of the progress made and allow further embedded progress be made before scheduling a full inspection.

Our Reference EY332938

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 further monitoring.

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 that all the equipment used for babies, especially chairs are safe and that staff are fully aware of the safety requirements;	23/12/2013	03/03/2014
ensure that the arrangements for monitoring sleeping babies are followed and that they are always within sight and hearing distance;	23/12/2013	03/02/2014
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	03/03/2014
ensure that policies and procedures for administering medication are followed for all children.	23/12/2013	03/03/2014
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	27/12/2013	03/03/2014
improve partnership working with parents, to involve them in their children's learning and actively respond to any parental concerns or ideas for improvement	27/12/2013	03/03/2014
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	27/12/2013	03/03/2014
make sure that fresh drinking water is available to children at all times	12/12/2013	03/03/2014
provide opportunities for children whose home language is not English to use their language in play and learning.	27/12/2013	03/03/2014