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Fernbank Nursery Ltd
Lammack County Primary School
Lammack Road
Blackburn
Lancashire
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Our Reference EY372066

Dear Mrs Patricia Ann Nuttall

Monitoring for provision judged as inadequate

An Ofsted inspector, Janet Singleton, monitored your provision on 11/03/2014 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 have taken to address the actions raised in the notice to improve. She observed staff practice in the nursery and had a discussion with three members of the committee regarding their designated roles. The inspector also spoke to you, to the joint manager and to individual members of staff. Unfortunately the representative from the local authority was unavailable. The inspector looked at your appraisal and supervision records, and the early years planning. She looked at the risk assessment records, the evacuation procedure and the record of the evacuation practice. The inspector examined the register of staff movement between the setting and school, and the register of children moving between the indoor and outside environment.

The inspector found that you have developed an action plan to address the actions raised at your last inspection. The newly appointed and existing committee members, managers and staff are to hold a meeting on the 13 March 2014 in which all the action taken is to be discussed and evaluated for its effectiveness. Staff have been reissued with their job specification and as result, are much clearer about their roles and responsibilities. The management team roles, along with committee roles, have been agreed and therefore, all have a much more robust understanding of their responsibilities for the monitoring of the quality of the provision.

Staff now receive formal appraisals and supervision on a regular basis to review practice and ensure targets set are being addressed. Additionally, you have

implemented systems for the identification of training needs and support for all staff, through team meetings and creating an open door policy. Therefore, staff skills are being developed and a culture of mutual support and team work is being promoted. This has had a positive impact on staff who feel they can now raise any issues with the managers and committee. Consequently, children's needs are better addressed and their learning and development planned for more securely as staff improve their teaching skills.

Procedures for whistleblowing have been updated with the newly identified committee member for dealing with allegations against staff taking on this responsibility. Staff know they are to take their concern to the committee representative and in discussion are secure in what they need to do. Both yourself and the committee members explained this is to be further discussed at the forthcoming team meeting, to clarify the action to be taken and to discuss with staff their understanding.

The inspector found that new systems for the recording of staff and children's movement throughout the setting have been successfully implemented. Times children are indoors or playing out, are robustly recorded to monitor their whereabouts and keep them safe and secure. Risk assessments for all areas of play have been completed and are monitored for their effectiveness to ensure children's safety is prioritised and they are cared for in safe environment. The practising of and the recording of the emergency evacuation procedure, along with the recording of staff, children and visitors in the nursery, means the safety of those who are on the premises is prioritised and they can be accounted for, should an emergency situation occur.

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 the committee, staff and manager are clear about their roles and responsibilities to ensure the overall quality of provision meets the needs of all children attending	29/11/2013	11/03/2014
ensure that regular appraisals are carried out to identify training and support needs for the manager and staff. Ensure that robust supervision arrangements are in place and clearly focus on the effectiveness of staff practice and foster a culture of mutual support, teamwork and continuous improvement which encourages the confidential discussion of sensitive issues	13/12/2013	11/03/2014
ensure all staff are aware of the correct procedures to follow if they have concerns about a colleague or manager and update the whistleblower policy to provide clear information, including the name of the current committee member designated to address these concerns	29/11/2013	11/03/2014
ensure that reasonable steps are taken to ensure the safety of children, staff and others on the premises in the case of fire or any other emergency, for example, by, ensuring that systems are in place to be able to accurately account for all staff, children and visitors in the building.	15/11/2013	11/03/2014