

Ofsted  
Piccadilly Gate  
Store Street  
Manchester  
M1 2WD

**Telephone:** 0300 123 1231  
**Fax:** 0300 123 3159  
**Minicom:** 0161 618 8524  
**Email:** [enquiries@ofsted.gov.uk](mailto:enquiries@ofsted.gov.uk)  
**Web:** [www.ofsted.gov.uk](http://www.ofsted.gov.uk)



Our Reference EY439130

## **Monitoring for provision judged as inadequate**

An Ofsted inspector, Linda du Preez, monitored your provision on 19/03/2014 following your inspection where the provision was judged to be inadequate.

## **Outcome of monitoring**

As a result of our inspection on 06/12/2013, we sent you a welfare requirements notice. The actions you were set are included at the end of this letter.

The welfare requirements notice had a completion date of 20 February 2014 and required you to ensure that adults working with children have sufficient understanding and use of English to ensure the well-being of children in their care in order to keep records in English, to liaise with other agencies in English, to summon emergency help, and to understand instructions such as those for the safety of medicines or food hygiene. At the monitoring visit on 19 March 2014 the inspector found that you and your assistant have made positive progress and worked hard to develop your spoken English and communication skills. You demonstrated that you could read English competently by reading out medicine instructions to the inspector. You have ensured that records are now kept in English and have efficiently organised documentation readily available for the inspector to scrutinise. You have developed effective techniques such as writing down what you want to communicate before talking to other agencies on the telephone. You were able to demonstrate how you would summon emergency help if needed. The next steps would be to have written protocols for communicating with emergency services to enable your communication to be even more proficient.

A notice to improve was also sent that required you to ensure that the required adult to child ratios for childminders are maintained at all times and take all reasonable steps to ensure the safety of children on the premises by ensuring that children are not able to access hot radiators. At the monitoring visit on 19 March 2014 you acknowledged that you had not been complying with the requirements relating to ratios previously. You have moved home since the last inspection and reduced the number of children you are caring for. You now work with one other assistant and all relevant background checks have been completed. Through discussion, you demonstrated to the inspector that you have a clear understanding of the requirements relating to the suitability of adults. The inspector scrutinised

documents, which further demonstrated that you are complying with the requirements relating to child ratios.

The notice to improve also required you to ensure that there are clear and well-understood policies and procedures for assessing risks to children and review these regularly; At the monitoring visit, the inspector found that you have suitable systems in place to maintain a safe and clean environment. You have devised robust risk assessments of your premises and during your discussions with the inspector you described how you check for hazards and minimise risk on a daily basis. The inspector observed your house to be clean and well organised.

The notice to improve also required you to ensure that a daily record of the names of the children being cared for on the premises, their hours of attendance and the names of each child's key person is maintained. You have devised suitable systems for recording children's arrival and departure times. The inspector scrutinised documents, which further demonstrated that you are now complying with the requirements relating maintaining daily records.

The notice to improve also required you to develop assessment and planning processes using children's starting points and observations to clearly identify the next steps in their learning; use this information to plan challenging and enjoyable experiences for each child that promote their all-round learning and development; ensure that children learn and reach a good standard in English language during the Early Years Foundation Stage. The inspector found that you have made satisfactory progress in improving the systems for observation, assessment and planning. Each child has their own developmental profile, which contains key information about their background and personal needs. This includes information about their developmental starting points. You have begun to complete observations of children and articulated to the inspector where you think the children are in their learning. You described how you will collate this information and assess children's progress with the support of the local authority development worker. You plan according to children's interests and progress which means that the planning is now more focussed on helping children to develop skills in readiness for starting school.

The notice to improve also required you to ensure that you are able to assess communication, language and literacy skills in English. If a child does not have a strong grasp of English language, explore the child's skills in the home language with parents and/or carers, to establish whether there is cause for concern about language delay. The inspector found that you and your assistant have worked hard to develop your skills with spoken and written English. You talk to the children in both languages, which helps children to develop their communication skills, both in English and Bulgarian. This places value on children's home cultures and spoken language, but also helps them to develop skills for their future. The improvements you have made to the educational programmes mean that you are now able to assess children's progress across all areas of development and seek support if there is any cause for concern.

The notice to improve also required you to ensure that you have a clear knowledge of the requirements of the Statutory Framework for the Early Years Foundation Stage and the Childcare Register. During the monitoring visit you demonstrated to the inspector that you have reviewed the relevant frameworks and taken action to update your policies and procedures. You have worked closely with the local authority development worker to enable you to improve your knowledge and understanding. You demonstrate commitment to drive improvement.

Having considered all the evidence, the inspector is of the opinion that the childminder 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 childminding service. 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
ensure that you have effective systems in place to ensure that any person who is likely to have regular contact with children, including those living or working on the premises are suitable	20/02/2014	19/03/2014
ensure that you have a clear knowledge of the requirements of the Statutory Framework for the Early Years Foundation Stage or the Childcare Register	20/02/2014	19/03/2014
develop assessment and planning processes using children's starting points and observations to clearly identify the next steps in their learning; use this information to plan challenging and enjoyable experiences for each child that promote their all-round learning and development	20/02/2014	19/03/2014
ensure that children learn and reach a good standard in English language during the Early Years Foundation Stage	20/02/2014	19/03/2014
develop assessment and planning processes using children's starting points and observations to clearly identify the next steps in their learning; use this information to plan challenging and enjoyable experiences for each child that promote their all-round learning and development	20/02/2014	19/03/2014
ensure that a daily record of the names of the children being cared for on the premises, their hours of attendance and the names of each child's key person is maintained	20/02/2014	19/03/2014
ensure that you are able to assess communication, language and literacy skills in English. If a child does not have a strong grasp of English language, explore the child's skills in the home language with parents and/or carers, to establish whether there is cause for concern about language delay.	20/02/2014	19/03/2014

ensure that children learn and reach a good standard in English language during the Early Years Foundation Stage	20/02/2014	19/03/2014
ensure that you have a clear knowledge of the requirements of the Statutory Framework for the Early Years Foundation Stage and/or the Childcare Register	20/02/2014	19/03/2014
ensure that you provide Ofsted with the required information in respect of all people living or working on the premises so that necessary suitability checks can be made	20/02/2014	19/03/2014
ensure that you have effective systems in place to ensure that any person who is likely to have regular contact with children, including those living or working on the premises are suitable	20/02/2014	19/03/2014
ensure that the required adult to child ratios for childminders are maintained at all times	20/02/2014	19/03/2014
ensure that there are clear and well-understood policies and procedures for assessing risks to children and review these regularly	20/02/2014	19/03/2014
take all reasonable steps to ensure the safety of children on the premises by ensuring that children are not able to access hot radiators	20/02/2014	19/03/2014
maintain a daily record of the names of the children looked after on the premises and their hours of attendance	20/02/2014	19/03/2014
implement effective systems to ensure that any household member or person caring for children is suitable to live on the premises or work with children, which must include obtaining a Disclosure and Barring Service check through Ofsted	20/02/2014	19/03/2014
ensure that the premises and equipment used for the purposes of the childcare are safe and suitable for that childcare.	20/02/2014	19/03/2014
ensure that adults working with children have sufficient understanding and use of English to ensure the well-being of children in their care in order to keep	20/02/2014	19/03/2014

records in English, to liaise with other agencies in English, to summon emergency help, and to understand instructions such as those for the safety of medicines or food hygiene

ensure that you are able to assess communication, language and literacy skills in English. If a child does not have a strong grasp of English language, explore the child's skills in the home language with parents and/or carers, to establish whether there is cause for concern about language delay.	20/02/2014	20/03/2014
---	------------	------------

3implement effective systems to ensure that any household member or person caring for children is suitable to live on the premises or work with children, which must include obtaining a Disclosure and Barring Service check through Ofsted (compulsory and voluntary part of the Childcare Register)	20/02/2014	20/03/2014
--	------------	------------

ensure that the required adult to child ratios for childminders are maintained at all times	20/02/2014	19/03/2014
---	------------	------------

take all reasonable steps to ensure the safety of children on the premises by ensuring that children are not able to access hot radiators	20/02/2014	19/03/2014
---	------------	------------

ensure that there are clear and well-understood policies and procedures for assessing risks to children and review these regularly	20/02/2014	19/03/2014
--	------------	------------

ensure that a daily record of the names of the children being cared for on the premises, their hours of attendance and the names of each child's key person is maintained	20/02/2014	19/03/2014
---	------------	------------

ensure that the premises and equipment used for the purposes of the childcare are safe and suitable for that childcare (compulsory and voluntary part of the Childcare Register)	20/02/2014	19/03/2014
--	------------	------------

maintain a daily record of the names of the children looked after on the premises and their hours of attendance (compulsory and voluntary part of the	20/02/2014	19/03/2014
---	------------	------------

Our Reference EY439130

Childcare Register)