

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)



Lullabies  
c/o Palmarsh Primary School  
St George's Place  
Hythe  
Kent  
CT21 6NE

Our Reference EY428701

Dear Elizabeth Anne Wells

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

An Ofsted inspector, Clare Hanson, monitored your provision on 31/03/2014 following your inspection where the provision was judged to be inadequate.

### **Outcome of monitoring**

As a result of our inspection on 12/12/2013, 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. She observed interaction between the staff and children, spoke to you and spoke to staff members. The local authority advisor attended the latter part of the visit and feedback. The inspector looked at documentation and the computer record you keep for the observation, assessment and planning of activities.

You have developed a clear action plan for you to address the issues raised at the last inspection and this has been successful in helping you move forward. You have had the full support of the local authority and you value that support and the advice they have given to help you improve your practice. The local authority advisor confirmed that she, and other members of the team, had found you a willing and eager participant in drawing up the action plan to assist you. You keep a clear record of what you have done to achieve improvement and record your progress.

You have reviewed and revised the safeguarding policy and ensured that this now reflects the procedure to follow should an allegation be made against a member of staff. The policy also covers the procedure for staff to follow should the allegation be about you. You have shared this policy with staff and parents and copies are visibly available through the setting. You have also revised the registration forms to ensure that all necessary parental permissions are obtained, particularly permission to take children on the regular local outings you conducted. You have appointed a deputy

manager who is suitably qualified and experienced which means there is a suitable person to manage the setting in your absence. You also demonstrated that there are sufficient members of staff to ensure a qualified first aider is present at all times within the setting and when you take the children on outings. You have revised your training plan so it is much clearer to see when it is necessary to ensure staff are booked on training to update their first-aid knowledge. This ensures that children are kept safe as staff are aware of how to respond in an emergency medical situation.

You have altered the physical environment within the setting by purchasing a low-level room divider which you have put in place to create an area where the youngest children in your care can safely play. You have also been able to develop a secure outdoor area which is solely used by the children in your care. As a result, children can safely access the outdoor play space while staff are supervising other children to prepare to go outdoors. You also work with more staff than required to ensure there is flexibility to allow staff to take breaks or to not be in the room, while still ensuring there are sufficient staff to care for the children.

You have, with support from the local authority advisors, introduced a new system of observation and assessment which helps you and the staff track children's progress and identify what their next steps are. As part of this programme, children's starting points will be clearly recorded, as demonstrated with new children who recently started. This system is not yet embedded as not all staff are confident to use it as yet. Therefore, this action is ongoing. You have identified a member of staff who takes the lead for this and who is encouraging other staff to become more confident in its use. Equally the development of your self-evaluation processes is ongoing. You have sought comments from parents via a questionnaire and shared the outcome of this exercise with parents. You have identified that you need to revisit your self-evaluation and include the staff more in this process so that they are all aware of the strengths of your provision and understand the next steps that need to be made to drive further improvement.

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.

Our Reference EY428701

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 safeguarding policy and procedures include an explanation of the action to be taken in the event of an allegation being made against a member of staff	20/12/2013	31/03/2014
ensure that children are always supervised appropriately by staff, particularly when outside	13/12/2013	31/03/2014
ensure the named deputy, who takes charge in the absence of the manager, is qualified to do so	13/12/2013	31/03/2014
provide a separate baby room or defined area for children under the age of two to use when appropriate	31/01/2014	31/03/2014
ensure that children's starting points are assessed to be sure that planned next steps in their learning are challenging and relevant to their individual needs	12/01/2014	31/03/2013
obtain written parental permission for children to take part in outings	13/12/2013	31/03/2014
ensure that at least one person who has a current paediatric first aid certificate is on the premises at all times when children are present, and to accompany children on outings	31/01/2014	31/03/2014
ensure self-evaluation processes identify weaknesses and promotes improvement, taking account of the views of others.	06/01/2014	31/03/2014