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Honley Day Care & Pre-Preparatory
School
Honley Day Care & Pre Prep School,
Queens Square
Huddersfield Road, Honley
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HD9 6QZ

Our Reference EY427025

Dear Carlin Nurseries Limited

Monitoring for provision judged as inadequate

An Ofsted inspector, Helen Blackburn, monitored your provision on 17/04/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 31/01/2014, 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 interaction between practitioners and children and she spoke to a number of practitioners. She also spoke to you, the manager and observed a meeting with a parent. The inspector looked at your action plan, self-evaluation, some children's progress records, risk assessments and documents relating to safeguarding. The manager contacted a representative from the local authority, who was on leave, therefore, unable to attend the visit. However, the inspector looked at documentation relating to the communication held between yourself and the local authority.

The inspector found that you have developed a comprehensive action plan to address the issues raised at your last inspection. You have welcomed support from your local authority and worked closely with them throughout the action planning process. The inspector found that you have introduced systems to evaluate the quality of practice and the impact this has on outcomes for children. This has enabled you to accurately prioritise the areas for improvement identified at your last inspection and to support planning for ongoing development.

You have changed the way you obtain information from parents about children's starting points as they enter nursery. You have reviewed the information on your 'All

about me' form. You explain that you have made some immediate changes to this document and that you now complete this with parents at the nursery. You explain you discuss children's prior skills with parents during initial meetings and settling-in-visits. You demonstrate in your action planning that information about children's prior skills is recorded and linked to children's baseline assessments. This therefore, provides a clear point of reference for practitioners to monitor children's progress based on their starting points and information from parents. You have made changes to the initial meetings held with parents, which now include the manager and key person playing a key role in discussions. Therefore, practitioners have an improved understanding of children's needs when planning challenges to promote their continuing progress and learning. In addition, training provided by the local authority about tracking and monitoring the progress of cohorts of children supports practitioners in planning challenge for individuals and groups of children.

Procedures for reviewing risks and monitoring the effectiveness of these have been introduced. You have reviewed and updated a number of risk assessments and through meetings; you ensure all practitioners are aware of these updates. Discussions about risk assessment and hazard awareness are now a routine feature of all meetings with practitioners. You now display risk assessments and daily safety checks prominently in rooms for all age groups of children to remind practitioners of their responsibilities in identifying hazards. You explain your action planning includes the ongoing monitoring of practitioner's understanding of risk management. This includes random checks within the rooms to observe practice and discussion with practitioners about the measures they are taking to keep children safe.

Following the inspection, you completed a full review of the staffing structure. Following this review, you appointed an additional senior practitioner and re-organised staff deployment. This has led to deploying practitioners around the nursery, so that each room has a balance of skills and experience and senior support. You informed parents of this change and you updated them on the changes about key person arrangements. Following a review of key person arrangements, all children now have a named secondary key person. You share more information about children's needs between key persons. Therefore, children receive the level of support in their learning when their primary carer is not in the setting. In addition, you explain to support children's transitions as they move around the nursery, you have now introduced a 'summary for new key persons' document. This provides information for new carers about individual children's learning and needs.

The arrangements for supervision have been reviewed and you have implemented some changes immediately. You explain the process is still new and yet to be fully embedded in practice. However, your action planning clearly shows your plans to take the process further to support the ongoing development and monitoring of practitioner's practice. You discuss that supervisions are now more frequent and always include a discussion about any concerns practitioners may have about colleagues or poor practice. You have introduced a 'whistleblowing' policy, which you shared with all practitioners so that they understand their responsibilities in sharing concerns. You also explain that safeguarding training is completed as part of the

induction programme for all new practitioners. In addition, safeguarding is a key discussion point in all staff meetings and supervisions. Consequently, practitioners are supported to have the confidence to share concerns, which contributes to promoting children's safety and improving practice.

During the monitoring visit, you also discussed the steps you are taking to address the recommendation raised at the inspection with regard to monitoring the provision, identifying weaknesses and action planning to drive improvement. You explain you continue to seek support from your local authority and that self-evaluation is a key priority to support your ongoing improvement. You explain reviewing of action plans and self-evaluation is more frequent. You discuss that plans now include monitoring the success of the changes made and the impact on children. You recognise monitoring and evaluation is an ongoing process if you are to sustain improvement overtime.

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
obtain starting points from parents for all children so that when they enter the nursery, practitioners have a good understanding of their skills and can plan activities that take account of the skills they have already acquired and present them with challenges that promote their continuing progress	28/02/2014	17/04/2014
ensure that children receiving childcare are kept safe from harm by improving the procedures for completing risk assessments and develop practitioners understanding of how to assess risk to ensure they accurately identify and consider hazards that might cause harm to children (compulsory part of the Childcare Register).	14/02/2014	17/04/2014
improve the procedures for completing risk assessments and develop practitioners' understanding of how to assess risk to ensure they accurately identify and consider hazards that might cause harm to children	14/02/2014	17/04/2014
improve staff deployment and the current key person system to ensure contingency measures are sufficient to ensure all children continue to enjoy good levels of support in their learning when their key persons are not in the setting	28/02/2014	17/04/2014
work with staff to ensure that supervision and safeguarding is a priority in the nursery and they are confident to implement procedures to address any concerns they may have about colleagues or poor practice.	14/02/2014	17/04/2014