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Staining & Normoss Pre-School
Playgroup & Out Of School Club
Mill Lane
Staining
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Our Reference 309489

Dear Staining & Normoss Pre-School Committee

Monitoring for provision judged as satisfactory

An Ofsted inspector, Ann, Theresa Flynn, monitored your provision on 22/04/2014 following your inspection where the provision was judged to be satisfactory.

Outcome of monitoring

As a result of our inspection on 17/03/2014, we sent you a welfare requirements notice.

The welfare requirements notice required you to complete the following actions by 24 April 2014 in relation to;

W10.6 Changes that must be notified to Ofsted
resolve the registration and leadership arrangements of the setting and ensure all legal responsibilities are clearly identified and met.

W8.4 Risk Assessment

ensure potential risks to children's safety are assessed effectively and acted upon to minimise potential harm, particularly with regard to; external access to the setting during the out of school club operating times; the trip hazard caused by an open hole in the outdoor area; using gates and doors effectively to restrict children's access to hazardous areas.

CR5

ensure that a child is unable to leave the premises without a person who is caring for children on those premises being aware of the child leaving (compulsory and voluntary part of the Childcare Register)

CR5

ensure that no one can enter the premises without the knowledge of a person who is caring for children on the premises (compulsory and voluntary part of the Childcare

Register)

CR10

inform Ofsted of changes of circumstances as soon as they can (compulsory and voluntary part of the Childcare Register)

CR12

inform Ofsted of the name, date of birth, address and telephone number of any member of the governing body (compulsory part of the Childcare Register)

W8.5 Outings

ensure risks to children's safety are assessed and managed successfully during trips between school and the out of school club, with particular regard to the impact of any challenging behaviour of older children.

In addition to the welfare requirements notice you were also issued with a notice to improve which required you to complete the following actions by various dates as follows 8 May 2014 in relation to;

W3.2 Training support and skills

ensure supervision arrangements are put in place for all practitioners and monitor practice to ensure that children's welfare and learning needs are met and the knowledge and skills of practitioners are evaluated and developed.

W7 Managing behaviour

ensure the setting's behaviour management policy is implemented and that any incidents requiring physical intervention are recorded.

W2.1 General suitable people matters

ensure that all required records are kept and are readily accessible, particularly with regard to confirming the suitability of adults to work with children.

W6.2 Food and Drink

ensure all adults who prepare or handle food have undertaken food hygiene training.

CR6

ensure that children's behaviour is managed in a suitable manner (compulsory and voluntary part of the Childcare Register)

CR6

take all reasonable steps to ensure that the needs of each child, relating to their childcare, are met (compulsory part of the Childcare Register)

29 May 2014 in relation to;

LD2

ensure that monitoring is put in place to review the progress all children make and to clearly identify where intervention is required, in order to; improve the accuracy of teaching for those children who need extra challenge or support; access specialist

support when needed.

LD1

improve assessment and planning practices so that children's interests, abilities and learning styles are taken into account when planning experiences which meet their individual development needs.

W4 Key persons

improve information sharing with parents so that they understand the progress their child is making and are supported in extending their child's learning at home.

Through documentation used at the setting and through discussions and observations at the monitoring visits the inspector concludes that the provider has demonstrated satisfactory progress in meeting some of the issues raised in both the welfare requirements notice and notice of actions to improve. Although the inspector acknowledged that the due date for some of the actions raised are not yet due.

Action has been taken to try to resolve the situation regarding the registration and leadership arrangements at the setting. Parents are to attend a meeting arranged for 29 April 2014 to formally agree the new committee and to complete the relevant documentation in relation to newly appointed committee members of which Ofsted will be kept informed. This action will therefore be monitored at the next visit.

Action has been taken to improve risk assessments and to minimise potential harm within the setting. Hazards have been minimised within the outdoor area and doors and gates are now kept locked to effectively to restrict children's access to hazardous areas and to prevent children being able to leave the premises without a person who is caring for children on those premises being aware. The doors being kept locked also ensures that no one can enter the premises without the knowledge of a person who is caring for children on the premises. Thereby improving the safety and well being of children attending the setting.

Action has been taken to improve children's safety on outings as they return from school, especially regarding the impact of any challenging behaviour of older children. Risk assessments in relation to outings has been reviewed and behaviour management plans have been implemented for children who require extra support especially in relation to challenging behaviour. Therefore by effectively assessing and managing risks to children's has improved children's safety.

Action has been taken to improve supervision arrangements for all practitioners and to monitor practice to ensure that children's welfare and learning needs are met. A meeting has taken place to discuss staff supervision and training requirements and children's learning journeys are in the process of being updated. This action will therefore be monitored at the next visit.

Action has been taken to improve behaviour management and recording in relation to behaviour. There is now documentation such as a 'physical intervention sheet' in

place for recording incidents of any physical intervention. There is also an 'incident record sheet' for recording incidents in relation to behaviour.

Action has been taken to improve safeguarding practice by taking action to ensure that all staff have in place a DBS suitability check to evidence their suitability to work at the setting. One DBS check for a member of staff was unavailable at the time of the monitoring visit and therefore this action will be monitored at the next visit.

Action has been taken to ensure that all adults who prepare or handle food have undertaken food hygiene training. Thereby improving children's health and well being.

Action has been taken to improve children's learning and development by updating children's learning journey's and identifying where extra support is needed in the children's learning journey's and how to access extra support. Early Years co-ordinators from the local authority are supporting the setting on improving learning and development requirements including improving assessment and planning practices so that children's interests, abilities and learning styles are taken into account when planning experiences. This action will therefore be monitored at the next visit.

Action has also been taken to improve information sharing with parents so that they understand the progress their child is making and are supported in extending their child's learning at home. Parents are to be issued with questionnaires and comment sheets for them to provide their comments on in relation to their children's progress and verbal communication between staff and parents is being developed, which helps in improving information sharing with parents, thus enabling parents to support children in their learning at home. This action will be monitored at the next visit.

Having considered all the evidence at the monitoring visit the inspector is of the opinion that the provider has taken prompt and effective action in relation to meeting some of the action's raised in both the welfare requirement notice and the notice to improve. However there is still work in progress on numerous actions and therefore the next visit will be a further monitoring visit.

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