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Our Reference 207471

Monitoring for provision judged as inadequate

An Ofsted inspector, Helen Blackburn, monitored your provision on 22/04/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 29/01/2014, 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 you and the children and she spoke to you about how you plan for and support children's learning. The inspector looked at your action plan, children's progress records, planning and your complaint procedure. The inspector spoke to a representative from the local authority.

The inspector found that you have developed an appropriate written action plan to address the issues raised at your last inspection. You have welcomed support from your local authority and they confirm that you have worked closely with them throughout the action planning process. The representative also explained that you are continuing to work with them to further improve your practice. This has enabled you to accurately prioritise the areas for improvement identified at your last inspection and it supports you in planning for your ongoing development.

You have devised a written complaint procedure, which you have shared with parents. This provides sufficient detail for them to understand how you deal with concerns or complaints. You also display the Ofsted poster for parents so they have relevant contact details if they wish to take any concerns further. You also explain that you are aware that concerns must be recorded and that you must provide a written outcome to parents. This improves the information you share with parents about the service you provide for their children.

Following the inspection, you have changed the way you undertake sensitive observations and assessments of children to support planning for their individual needs. You have made a personalised bag for each child, which includes a booklet to record your spontaneous observations. The bag also includes a file to record and

monitor individual children's progress. You explain you undertake observations at least on a weekly basis and record these in children's files. The records show that you link each observation to the areas of learning. You have also implemented a termly summary assessment report to monitor children's progress across all areas of learning. This contributes to you being able to plan suitable activities to support children's individual needs and learning.

Your action plan clearly demonstrates that you have booked on training courses and conferences in the near future to support you in gaining a secure understanding of the learning and development requirements of the Early Years Foundation Stage. This training includes 'Supporting children's learning' and the 'Road a Head'. You also explain you are making better use of literature, guidance and activity booklets to gain ideas to support children's learning across the areas of learning. In addition, through support from your local authority you have discussed with them the learning and development requirements as a way to improve your understanding. As a result, you explain you feel more confident in planning for children's learning, development and well-being.

The inspector found that by working with the local authority you have introduced an 'Early Years Passport' and 'all about me' document for each child. You explain you complete these with parents to find out about children's individual needs and learning. You explain that parents take home their child's bag, with their progress and observation records, on a regular basis. Records show that parents are making comments in their child's file, therefore, sharing information about what their children are doing at home. You explain you also share with parents their child's progress summary. The progress summary is still new and although you discuss children's next steps with parents, you recognise that recording these in the summary will provide a clear point of reference for parents. You also explain any relevant observations or next steps would be discussed with other settings. Therefore, the action taken contributes to improved information sharing with others and this supports continuity in children's learning.

During the monitoring visit, you and the representative from the local authority, also discussed plans to sustain and secure further improvement. You both explain that self-evaluation and monitoring of the quality of practice is the key area you are to address in the coming months in readiness for the next inspection. To support this, regular meetings are planned with the local authority representative and you are addressing the actions set by them. This includes seeking feedback from parents and children about the quality of the service as a way for you to evaluate your practice. You recognise that 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 childminder has taken prompt and effective action to address the points for improvement.

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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
devise a procedure for dealing with complaints from parents	28/03/2014	22/04/2014
undertake sensitive observations and assessments in order to plan to meet children's individual needs	28/03/2014	22/04/2014
gain a secure understanding of the learning and development requirements of the Early Years Foundation Stage to support children's learning, development and well-being effectively	28/03/2014	22/04/2014
develop systems to share information about children's learning and development and next steps with parents and other settings, which the children attend.	28/03/2014	22/04/2014