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Starfish Kids at St Andrews
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Our Reference EY449169

Dear Starfish Kids Club Limited

Monitoring for provision judged as inadequate

An Ofsted inspector, Heather Allen, monitored your provision on 23/04/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 04/11/2013, we sent you a welfare requirements notice.

The welfare requirements notice had a completion date of 10 January 2014 and required you to implement a robust policy and procedure for administering medication, with particular regard to recording each time medicine is administered to a child and informing parents and/or carers on the same day, or as soon as reasonably practical.

You were also sent a notice to improve. The notice to improve, with a completion date of 9 January 2014, required you to complete nine actions with regard to the Early Years Register as follows: ensure there is a named deputy in place who is capable and qualified to take charge in the manager's absence; develop and implement effective supervision systems to evaluate the provision and foster a culture of continuous improvement to improve outcomes for children; ensure staff promote the good health of children with particular attention to providing a safe and hygienic area for them to eat their food; ensure a well understood policy, and procedures, is implemented for assessing any risks to children so that risks are removed or minimised, with particular attention to the outside area; ensure that furniture and equipment are safe, clean and fit for purpose, in particular the tables, chairs and foam mats; provide appropriate provision and furniture to give children opportunities to relax or play quietly; ensure there is a first aid box with appropriate content for use with children; provide opportunities for children to lead their own play and learn to explore with particularly attention to the organisation and storage of outside equipment; and ensure records are made easily accessible and available,

with particular reference to records of vetting processes completed and criminal records disclosures.

Further actions were also issued in relation to the compulsory and voluntary parts of the General Childcare Register. These reflect the same actions raised on the Early Years Register. In addition, the notice to improve for the compulsory and voluntary parts of the General Childcare Register also required you to ensure the behaviour of children over the age of eight years does not have a negative effect on younger children.

On 14 January 2014, an inspector carried out a monitoring visit to check the progress you were making in meeting the actions raised at inspection. The inspector found that no medication had been given to children since inspection. However, steps had been taken to safeguard children in the event that medication or first aid treatment was needed. The procedures for the administration of medication had been reviewed and talked through with all staff. A new form had been introduced which required the signatures of two members of staff when medication is administered. Three new first aid boxes had been purchased and staff had checked the contents to ensure they complied with health and safety requirements and that bandages were sealed and sterile.

A deputy was being trained in managerial duties and was studying for a level 3 qualification so that he would be capable and qualified to take over in the absence of the manager. An appraisal and training programme had been implemented for all staff with staff being given extra responsibilities so they gain experience and improve their knowledge and understanding of the Early Years Foundation Stage. Records of vetting processes were not kept on the premises at the time of the monitoring visit. These were made available, although some records were in different locations and not easily accessible. Checks on some new members of staff had not been completed. The inspector was advised that staff who had not had checks completed were not left unsupervised with children.

All staff had been involved in reviewing risk assessments. Staff were seen to be vigilant in ensuring the safety of children during school pick ups. Children behaved responsibly when walking the short distance from school to the setting. They listened to staff explaining how to walk sensibly and keep safe. A daily risk assessment was carried out both indoors and outdoors before children arrived. Steps had been taken to ensure furniture and equipment were safe, clean and fit for purpose. Foam mats had been cleaned, new tables ordered and clean table clothes used during snack time. Children were seen to enjoy sitting down for a nutritious snack and having the opportunity to socialise during snack time. A cosy corner with cushions was well utilised by children wishing to relax or read.

There were no children present in the early years age group during this monitoring visit. Older children participated in a range of activities both indoors and outdoors, with play in both areas constantly supervised. Children were able to choose whether they wished to play indoors or outdoors and were able to self select resources in

both areas. In addition, staff organised activities which children could choose to participate in, such as arts and crafts activities.

On 23 April 2014, we carried out a monitoring visit to check that the progress made at the last visit had been sustained. There were three children in the early years age group present. Key persons were aware of the stages of development of younger children and provided support to help children make progress, for example in writing activities. Some older children spent much of the session constructing a theatre from cardboard. At the end of the session they entertained other children with a puppet performance. Children were absorbed in a range of activities throughout the visit and had the option to play indoors and outside. Staff were deployed appropriately so that children were well supervised and supported at all times.

Children socialised during snack time. They chatted together as they queued up to choose their snack and sat down to eat. Staff promoted good hygiene by covering activity tables with plastic tablecloths during snack time. Drinking water was available throughout the session.

Staff checked the premises before children arrived to ensure that areas were safe for play, including checking the outdoor area for any hazardous objects. The first aid box is also regularly checked to ensure contents are in date and protective wrapping has not been damaged.

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