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Manor House Nursery
Manor Infant School
Inverness Road
Portsmouth
Hampshire
PO1 5QR

Our Reference EY291899

Dear Manor House Nursery Committee

Monitoring for provision judged as inadequate

An Ofsted inspector, Linda du Preez, monitored your provision on 14/05/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 22/02/2014, we sent you a welfare requirements notice. The actions you were set are included at the end of this letter.

The welfare requirement notice required you to ensure there is a robust, safeguarding policy and procedure in place, which includes an explanation of the action to be taken in the event of an allegation being made against a member of staff and is in line with the guidance and procedures of the relevant Local Safeguarding Children Board and ensure all staff, including the designated lead for safeguarding, are trained to understand the setting's safeguarding policy and procedures.

At the inspection on 22 February 2014, the inspector found the arrangements for safeguarding children were weak. This was because you did not have the correct policy and procedure in place for if a member of staff is concerned about another member of staff. In addition, the designated lead for safeguarding children and the deputy in her absence, were not clear on the procedure to take in the event of an allegation being made against a member of staff. At the monitoring visit on 14 May 2014 the regulatory inspector found that the updated safeguarding policy and procedure and the explanation of the action to be taken in the event of an allegation being made against a member of staff were in line with the guidance and procedures of the relevant Local Safeguarding Children Board. You have provided a range of meetings and training for the staff team and this has enabled them to feel confident in their roles. The regulatory inspector held discussions with staff and the manager who demonstrated a clear understanding of safeguarding policy and procedure.

At the monitoring visit on 14 May 2014, the regulatory inspector identified some hazards at the nursery, which demonstrated that the processes for managing risk are not effective. There was a broken wooden frame in the outside area, on the other side of the fence, but within easy reach of children. This item posed a risk of splinters and cuts to children. The inspector also observed that the kitchen was easily accessible to children and that there were cups of tea and a boiling kettle within easy reach. Staff said that children are supervised at all times, but the inspector was not satisfied with this explanation as it fails to demonstrate clear risk management. Furthermore, this risk has been identified by the school health and safety advisor. Although you have purchased a gate to block off the kitchen area, you have not installed it or managed the risk in any other way, such as avoiding using a boiling kettle. Ofsted will issue a welfare requirement notice which requires you to ensure that risk assessments identify all aspects of the environment that need to be checked on a regular basis, when and by whom those aspects will be checked, and how the risk will be removed or minimised.

At the inspection on 22 February 2014, you were also set a notice to improve which required you to improve the recording system of information relating to each child's play and learning experience at home to make sure there is a clear record of each child's starting point in learning to inform its progress. The inspector found that although staff hold discussions with parents when children first start, the processes for recording children's starting points lacked sufficient information. At the monitoring visit on 14 May 2014, the regulatory inspector found that you have developed new processes for seeking information from parents. The new systems are yet to be fully embedded and there are some improvements to be made to ensure sustained progress. Therefore, the sustainability of the progress made will be considered at the next monitoring visit. The notice to improve also required you to improve arrangements for self-evaluation by providing regular opportunities for mutual support and teamwork, to drive continuous improvement and include the views of parents. At the monitoring visit on 14 May 2014, the regulatory inspector found that you have developed an action plan, with the focus being immediate improvement following the inspection. The consistency of the self-evaluation and the sustainability of the progress made will be considered at the next monitoring visit.

Having considered all the evidence, the inspector is of the opinion that the setting has not taken prompt and effective action to address the points for improvement.

Next steps

The next step will be further monitoring.

Our Reference EY291899

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 there is a robust safeguarding policy and procedure in place, which includes an explanation of the action to be taken in the event of an allegation being made against a member of staff and is in line with the guidance and procedures of the relevant Local Safeguarding Children Board	12/05/2014	14/05/2014
ensure all staff, including the designated lead for safeguarding, are trained to understand the setting's safeguarding policy and procedures	12/05/2014	14/05/2014
improve arrangements for self-evaluation by providing regular opportunities for mutual support and teamwork, to drive continuous improvement and include the views of parents	12/05/2014	
improve the recording system of information relating to each child's play and learning experience at home to make sure there is a clear record of each child's starting point in learning to inform their progress.	12/05/2014	