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Trinity Methodist Playgroup
Trinity Methodist Church
Hallam Crescent East
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Leicestershire
LE3 1FH

Our Reference 226920

Dear Trinity Methodist Playgroup Committee

Monitoring for provision judged as inadequate

An Ofsted inspector, Jan Burnet, monitored your provision on 16/05/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 26/02/2014, 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 discussed with you the safeguarding procedures and staff training, recruitment procedures and staff suitability checks, key person systems and staff appraisals. The effectiveness of teaching and learning, and the use of observation and assessment to inform planning for children's learning were also discussed. The inspector observed staff working with the children and spoke with representatives from the local authority.

The inspector found that you have improved practice, with regard to meeting the welfare requirements. You have cascaded knowledge gained from safeguarding training courses, to staff members in order to ensure that children are protected from neglect and abuse. The safeguarding policy now contains required detail. During the training, you stated that your policy was reviewed. You explained that all staff are now booked to attend safeguarding training on 21 June 2014. Child protection scenarios are now discussed during staff meetings. Improvement has been made within the playgroup premises, because Local Authority Designated Officer information is now clearly displayed for staff and parents and a review of telephone numbers has been completed. Local authority representatives state that you have been advised to include discussions on safeguarding with individuals in staff supervision meetings and in annual appraisals. You explained to the inspector that annual appraisals are planned and that supervision meetings happen once per term. However, you identified that there has been a lack of structure to these

meetings in the past. A standard pro-forma has now been developed, in order for there to be consistency across the team. You stated that the local authority are developing 'competency requirements' for settings and so the group will be required to meet these competencies and staff will attend a range of training courses. Your deputy manager explained to the inspector that she and a staff member are currently making enquiries about completing an early years qualification at level 5, in order to improve their knowledge and skills. In discussion with the inspector you explained appropriate procedures for addressing the key person requirement. The inspector found that you have asked parents to settle their child into the setting gradually, to support children's emotional well-being. This involves an initial visit when staff discuss the routine, give parents a prospectus and explain the key person system. Then a further visit is advised. The key person for the child is determined by which staff member the child bonds best with. The inspector found that you now have a board displaying photographs and names of children and their key person. So parents are now informed about the name of their child's key person and their key group.

An action plan was drawn up by you, following the inspection and you have welcomed support from the local authority representatives, in order to ensure that improvements are made. The inspector found that you have taken steps to address the actions linked to welfare requirements, the focus is now on ensuring that learning and development and assessment requirements are met. You explained that changes to the routine have been made and you demonstrated that you have effectively reorganised the group time. Equipment in the playroom has been reorganised to ensure that storage units are more easily accessible to children. There is now less clutter. The book area has been made cosier and more inviting with cushions added. You showed the inspector how information on the characteristics of effective learning is displayed and training for staff has been planned. The inspector found that, after the adviser's last visit, their report had identified that observation, assessment and planning needed to be more tailored to individual learning needs. Evidence gathered by the inspector on the day of the monitoring visit confirmed, that although, you are seeking advice on how to improve staff practice, fully effective teaching and learning is not yet embedded in the practice of all staff members.

During the monitoring visit the inspector found that interaction between staff and children was positive and children were involved in a suitable range of activities. Children enjoyed flexible use of indoor and outdoor play space and staff were deployed effectively.

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.

Our Reference 226920

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
ensure that the designated lead practitioner attends relevant child protection training course	30/04/2014	16/05/2014
ensure that all staff are trained to understand the playgroup's safeguarding policy and procedures, and ensure that all staff have up to date knowledge of safeguarding issues	30/04/2014	16/05/2014
implement robust recruitment procedures that ensure that staff have a clear understanding of the expectation for them to disclose any factor that would affect their ongoing suitability to work with children	31/03/2014	16/05/2014
ensure the key person system helps children become familiar with the playgroup and offers a settled relationship for the children to effectively promote their emotional well-being	30/04/2014	16/05/2014
support children to develop the characteristics of effective learning by ensuring that room and session organisation enables high quality play experiences and interaction with adults and each other	30/05/2014	16/05/2014
ensure regular staff appraisals are carried out in order to identify opportunities for continued professional development and improve their teaching skills.	30/04/2014	16/05/2014
use information obtained from observing children to understand their level of achievement, interests and learning styles. Shape learning experiences for each child reflecting those observations to help children make the best possible progress in their learning and development	30/05/2014	16/05/2014