

Ofsted
Piccadilly Gate
Store Street
Manchester
M1 2WD

Telephone: 0300 123 1231
Fax: 0300 123 3159
Minicom: 0161 618 8524
Email: enquiries@ofsted.gov.uk
Web: www.ofsted.gov.uk



4-14 Out of School Club
Stone Youth & Community Centre,
Station Road
Stone
Staffordshire
ST15 8ER

Our Reference EY244643

Dear Nancy Fallows

Monitoring for provision judged as inadequate

An Ofsted inspector, Yvonne Johnson, monitored your provision on 11/06/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 01/04/2014, we sent you a welfare requirements notice. If you were set actions at the inspection, or as a result of our subsequent monitoring or investigations, these are included at the end of this letter unless we have already verified that they have been completed.

In order to ensure that children are kept healthy and safe you were issued with a welfare requirements notice following the monitoring visit on 1 April 2014. This required you to:

review and amend the child protection policy to include the use of mobile phones, cameras and social media, to safeguard children; implement effective recruitment vetting processes to ensure the suitability of staff, for example, by obtaining references; develop appropriate arrangements to provide staff with effective support and supervision in order to identify and address their individual training and professional development needs, including training on the Early Years Foundation Stage; ensure parents are informed of the foods and drinks provided for children, details of all policies and procedures and the staffing in the club. The due date for action was 9 June 2014.

In addition to the welfare requirement notice, you were also sent a notice of action to improve, which required you to:

supply all parents and carers with a copy of the report after inspection; implement a system to ensure that staff are aware that they are expected to disclose any convictions, cautions, court orders, reprimands and warnings from the police received during their employment. The actions were due by 9 June 2014.

You have taken some action to address some of the issues from inspection, but following a monitoring visit on 1 April 2014 further enforcement action was required. At the monitoring visit on 11 June 2014, it was evidenced that you have not complied with the welfare requirement notice issued, which is an offence. This is because you are unable to demonstrate a sound knowledge and understanding of safer recruitment to safeguard children. Staff employed at the setting have not been subject to a robust recruitment process and gaps in your knowledge of the staffs history of employment remain incomplete. Your lack of understanding of potential risks means that children are cared for by adults whose suitability has not been determined through a systematic process. You are unable to demonstrate that sufficient action has been taken or would be implemented for any new staff who may join the team.

You have not implemented a system of supervision for staff to provide staff with effective support and supervision in order to identify and address their individual training and professional development needs, including training on the Early Years Foundation Stage. Although you have designed forms to record staff supervision this is not yet in place and staff confirm they have not had supervision. Staff do confirm they are to attend safeguarding training in the future. However, their training and professional development needs have not been fully discussed or planned and there is no model in place to drive through sustainable improvements to ensure that all children receive a good quality childcare and education delivered by a skilled and supported team.

You have looked at how you might ensure that staff are aware that they are expected to disclose any information that might affect their suitability to work with children, such as cautions, convictions etc. But this is not yet in place as you have not undertaken the supervision of staff where you had intended to complete the information. You are also not recording information about who obtained the Disclosure and Barring Service check on staff.

Parents are still not informed of the foods and drinks provided for children or the details of all policies and procedures. However they are aware of members of staff at the club and all staff have been issued with identification badges. Furthermore parents have not been provided with a copy of the inspection report from January 2014. Therefore parents and carers are not adequately informed about events that affect their children and themselves.

Ofsted intends to take further enforcement action and may take action to cancel your registration.

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.

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
supply all parents and carers with a copy of the report after inspection	09/06/2014	11/06/2014
implement a system to ensure that staff are aware that they are expected to disclose any convictions, cautions, court orders, reprimands and warnings from the police received during their employment.	09/06/2014	11/06/2014
WRN: review and amend the child protection policy to include the use of mobile phones, cameras and social media, to safeguard children	09/06/2014	11/06/2014
WRN: implement effective recruitment vetting processes to ensure the suitability of staff, for example, by obtaining references	09/06/2014	11/06/2014
WRN: develop appropriate arrangements to provide staff with effective support and supervision in order to identify and address their individual training and professional development needs, including training on the Early Years Foundation Stage	09/06/2014	11/06/2014
WRN: ensure parents are informed of the foods and drinks provided for children, details of all policies and procedures and the staffing in the club	09/06/2014	11/06/2014
ensure you record information about staff qualifications and the identity checks and vetting processes that have been completed (including the criminal records disclosure, reference number, the date a disclosure was obtained and details of who obtained it)	01/07/2014	
ensure that at least half of all persons caring for children have successfully completed a qualification at a minimum of level 2 in a relevant area of work	01/07/2014	

