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Dore Kids Club
Dore Primary School
Furniss Avenue
SHEFFIELD
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Our Reference EY377626

Dear Dore Kids Club Limited

Monitoring for provision judged as inadequate

An Ofsted inspector, Helen Blackburn, 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 20/03/2014, we sent you a notice to improve. 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.

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 practitioners and children. She also spoke to some committee members, the deputy manager and some practitioners. The inspector discussed with you your action plan and performance management arrangements, and looked at documentation relating to safeguarding and vetting procedures. You explained you have received support from the headteacher from the school, who was spoken to during the visit regarding the support arrangements in place.

The inspector found that you have developed an appropriate action plan to address the issues raised at your last inspection. You have welcomed support from the school and you continue to work closely with them. You are holding regular committee meetings to review the action taken and this has enabled you to accurately prioritise the areas for improvement identified at your last inspection.

Following the inspection, the headteacher in the school delivered safeguarding training to committee members and practitioners. You explained that all committee members and practitioners have completed basic safeguarding training. In addition, all committee members and some practitioners have completed an additional leadership course in safeguarding practice, to ensure they have an up-to-date

understanding of safeguarding issues. The inspector found that you have introduced a safeguarding checklist for practitioners that clearly outlines the procedures for reporting concerns. You explained that you are reviewing and updating your written safeguarding policy. This includes updating the records for recording concerns to ensure it works in conjunction with the school safeguarding practice and policy. Following the inspection, you explained how you now ensure the visitor's record is appropriately maintained. You explained that an e-safety policy is in place that includes the appropriate use of mobile phones and that the implementation of this policy is to be reinforced with practitioners and service users. These arrangements contribute to you taking positive steps towards keeping children safe.

Following the inspection, you explained that all committee members and practitioners were issued with a copy of the Statutory framework for the Early Years Foundation Stage and timescales for reading the document. You explained that part of your action planning is to regularly discuss and question practitioners and committee members, during meetings to ascertain that they have understood what they have read. You also discussed that your action planning includes joining the Out of School Club Network to support you in keeping up-to-date with changes and to gather good practice ideas. The measures you are taking to improve everyone's knowledge contributes to them understanding what is needed to promote and safeguard children's welfare.

You explained that committee members are taking more of an active role in the recruitment and vetting process to ensure they are fully involved in assessing a practitioner's suitability for the role. The inspector found that you have devised a recruitment and vetting checklist to ensure you obtain all relevant suitability checks. This checklist is maintained for all practitioners and committee members and includes details of references and Disclosure and Barring Services checks. You explained that safeguarding training is a compulsory part of all practitioners and committee members' recruitment process. The implementation of these systems contributes to safeguarding children.

Following the inspection, you detailed how committee members are now more involved in how the club operates. You explained that more support networks are in place as you have increased the frequency of committee and staff meetings. As a result of the inspection, supervisions have taken place with all practitioners and arrangements are underway for completing appraisals with staff. You and the school headteacher explained that your action planning includes introducing different ways to support, mentor and coach practitioners. This includes visiting other clubs and working with professionals from the school with experience of running out of school clubs, so that they can share their expertise. You recognised that these arrangements are still in the early stages of implementation, but you are taking some positive steps to promote a programme of professional development.

You explained that following the inspection you notified Ofsted of all relevant changes, including details of the committee members and information about the current acting manager. You also discussed that by reading relevant documentation you have a better understanding of your responsibilities to notify Ofsted of significant events.

During the monitoring visit, you discussed that you recognised that monitoring and evaluation is an ongoing process if you are to sustain improvement overtime and it is becoming a key feature of future committee meetings. You explained that you continue to work with the school to support the future development of the club.

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

Actions

Action	Due date	Closed date
implement effective systems to ensure that those working with children are suitable to do so (voluntary part of the Childcare Register)	27/03/2014	11/06/2014
inform Ofsted of changes of circumstance as soon no later than 14 days after the change occurs (compulsory part of the Childcare Register)	27/03/2014	11/06/2014
implement effective systems to ensure that those working with children are suitable to do so (compulsory part of the Childcare Register)	27/03/2014	11/06/2014
improve knowledge of the Statutory framework for the Early Years Foundation Stage to ensure that all of the safeguarding and welfare requirement are met and children's needs are addressed in full	20/06/2014	11/06/2014
implement a system of robust recruitment procedures to support the safeguarding of children and staff in the club	20/06/2014	11/06/2014
improve the effectiveness of supervision and appraisals so that staff receive the mentoring, coaching and training they need in order to improve their knowledge and skills and promote ongoing professional development.	20/06/2014	11/06/2014
implement a written statement of procedures to be followed for the protection of children, to safeguard the children being cared for from abuse or neglect (compulsory part of the Childcare Register)	27/03/2014	11/06/2014
ensure the staff and committee are fully trained and understand the safeguarding policy and procedure, so that they recognise and take immediate action if	20/06/2014	11/06/2014

there are concerns about a child, and implement appropriate strategies to keep children safe, such as ensuring that a record of visitors is maintained and that mobile telephones are not used inappropriately

inform Ofsted of changes of circumstance as soon no later than 14 days after the change occurs (voluntary part of the Childcare Register). 27/03/2014 11/06/2014

implement a written statement of procedures to be followed for the protection of children, to safeguard the children being cared for from abuse or neglect (voluntary part of the Childcare Register) 27/03/2014 11/06/2014