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St Winefrides Playgroup  
Upper Floor  
43 Garendon Road  
Shepshed  
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LE12 9NU

Our Reference EY222062

Dear St Winefride's Playgroup Committee

### **Monitoring for provision judged as inadequate**

An Ofsted inspector, Claire Jenner, monitored your provision on 25/06/2014 following your inspection where the provision was judged to be inadequate.

### **Outcome of monitoring**

As a result of our inspection on 27/03/2014, 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 staff and children in the playgroup indoors and outside. The inspector was unable to speak to a representative from the local authority but viewed some feedback reports of visits. The inspector spoke to the manager and members of staff. The inspector looked at staff records and qualifications, including evidence of vetting procedures and confirmation of their suitability. She also looked at samples of your planning, observation and assessments documents, self-evaluation and notes on staff appraisals and supervision.

The inspector found that you have developed a clear action plan to address the issues raised at your last inspection and have introduced systems to evaluate the quality of practice and the impact that this has on outcomes for children. This has enabled you to accurately identify how to address the areas for improvement identified at your last inspection and to plan for ongoing improvement.

You took swift action to address the issues of security and fitted alarm bells and additional locks on internal doors to ensure that the premises are secure at all times. As a result, unauthorised people are prevented access to the children and children

are unable to leave the premises without the knowledge of staff. In addition, together with the manager you have reviewed and updated recruitment and vetting procedures to ensure that those working with children are suitable to do so. Effective systems have been implemented to ensure that the necessary information is recorded appropriately and is readily available. You have had handwashing facilities installed in the group room where children play. This now enables children to wash their hands prior to eating and has successfully minimised the risk of cross-infection. This contributes to ensuring children are appropriately safeguarded and their good health effectively promoted.

The inspector found that managers and staff have made contact with other settings where children attend. Relevant information about children's care and learning needs are shared through discussion, contact books and information sheets. This contributes to children's smooth transition from one setting to another and promotes consistency of care and learning.

You have welcomed support from your local authority. Your manager and staff have been on a number of training courses to improve their knowledge and understanding, including a course on effective leadership and management. The inspector found that you have introduced appropriate systems to share this knowledge, which has had a positive impact on managers and staff's understanding of their roles and responsibilities. Systems to ensure that all staff receive formal supervision on an ongoing basis have been implemented. You have now introduced systems to enable you to identify and support specific training needs for individual staff. In addition, you have supported staff in attending training and have initiated strategies to ensure that this is ongoing in order to continue to build on staff's knowledge, understanding and good practice.

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 an effective system to ensure all staff are suitable to work with children, by reviewing the arrangements for vetting staff and the recording of this process	04/04/2014	25/06/2014
ensure the premises are secure at all times to prevent unauthorised people gaining access to the children and to prevent children being able to leave the premises without the knowledge of staff	04/04/2014	25/06/2014
promote children's good health by ensuring children follow appropriate hand washing routines to minimise the risk of cross-infection	25/04/2014	25/06/2014
carry out regular staff supervisions and appraisals to identify training needs and secure opportunities for continued professional development	25/04/2014	25/06/2014
implement a system of two-way flow of information between providers when a child attends more than one setting.	25/04/2014	25/06/2014