

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



Our Reference EY334847

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

An Ofsted inspector, Sheena Bankier, monitored your provision on 02/07/2014 following your inspection where the provision was judged to be inadequate.

### **Outcome of monitoring**

As a result of our inspection on 04/03/2014, 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 viewed documentation including your attendance registers, records of children's progress including observations and assessments, accident records, safeguarding policy and your written self-evaluation. The inspector discussed the progress you have made in addressing the actions set and observed your practice with the children. You tried to telephone the local authority early years development team member who has supported you, although they could not be contacted. However, the inspector viewed the records from the support visits from them. You report that they are happy with the progress you have made.

Through discussion with you, the inspector found you have developed a clear action plan to address the issues raised at your last inspection. From the records of the support visits from the early years development team you demonstrated that you have quickly implemented the advice and guidance provided by them.

You maintain records of children's injuries and accidents with full details of the circumstances, how children sustained the injury and the treatment given. You share these records with parents to ensure they are fully informed. Since your inspection, you have moved the packing boxes so that all exits are clear for evacuation purposes. You have practised the evacuation procedure regularly with the children to support their understanding of it. Your risk assessments refer to keeping the hallway clear, such as ensuring the bags are tidied away. This promotes children's safety and well-being.

You demonstrate an appropriate understanding of safeguarding issues, including possible signs and symptoms of abuse and neglect. You are aware of how to manage any concerns about children's welfare should they arise by following the Local Children's Safeguarding Board procedures. You have their information and contact numbers on display. You have implemented written policies for safeguarding children and the use of multimedia equipment. You explained clearly to the inspector, your policy for use of mobile phones and cameras.

At the visit, you were able to produce the requested documentation as it was easily accessible. You keep relevant records together, such as progress checks for two-year-old children in their individual learning and development files. There is a file of information about your service to share with parents, which includes your car documents. You are aware of ensuring you have up-to-date contact details for all children you care for, including those that may attend occasionally. You understand your responsibility to keep records of children's daily attendance and currently suitable records of these are maintained.

You discussed how you have improved your knowledge and understanding of the learning and development requirements. This includes the local authority development team providing some training to support and help you. You provide a suitable range of age and developmentally appropriate toys and resources that are easily accessible to children. Outdoors, you have developed the activities and resources for children, such as planting seeds and you provide different materials including sand and water trays to encourage exploratory play. The children have also enjoyed a 'bug hunt'. These activities widen the learning experiences for children outside. The inspector observed your support for children's child-initiated play. For instance, you repeat words of toys young children are holding or playing with to support their developing language skills. As a result, you are supporting children's progress appropriately through planned and child-initiated experiences.

The inspector viewed children's learning and development records. These reflect that you are recording observations, identifying children's next steps in learning and tracking their progress. This enables you to understand children's individual interests and level of development. Through discussion you reflect how you are taking account of children's interests to provide suitably challenging activities to promote their progress. For example, you explained about one child's interest in trains and cars and discussed how you are introducing sensory play activities, counting and colour recognition by using these to interest them. You are sharing information with parents about their children's achievements and share their progress records, ideas for activities to do at home and next steps in learning. Some parents have made written comments about their children's progress. This helps to promote a combined approach to supporting children's learning and development needs. When children

start in your care you are gaining appropriate information about their individual needs and starting points in order to plan for their progress. This includes talking to parents, completing 'all about me' records and observing children's level of development.

You are aware of developing partnerships with other settings children attend or with outside professionals if needed. You demonstrate ideas of how you will communicate with other settings children attend, where you have no direct contact, such as sharing a written diary. You are developing your self-evaluation processes and are encouraging parents to provide feedback to you. You have identified your strengths and areas to develop and improve both in the short-term and future. In addition, you have identified further training to support your professional development.

Having considered all the evidence, the inspector is of the opinion that the childminder 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 childminding service. 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
keep a written record of accidents or injuries and first aid treatment	18/03/2014	02/07/2014
take reasonable steps to ensure the safety of children and others on the premises in the case of fire or any other emergency	18/03/2014	02/07/2014
implement a policy, and procedures, to safeguard children which includes an up-to-date knowledge of safeguarding issues, with particular regard to the relevant Local Safeguarding Children Board (LSCB) procedures and the procedure to follow if there are concerns about children's safety or welfare	18/03/2014	02/07/2014
implement a mobile phone and camera policy	18/03/2014	02/07/2014
ensure a daily record is kept of the full names and hours of attendance of all the children being cared for	18/03/2014	02/07/2014
make sure all required records are easily accessible and available to view	18/03/2014	02/07/2014
obtain and share information regularly with professionals, parents and carers and other early years providers to allow an effective two-way flow of information that informs planning and supports effective teaching	18/03/2014	02/07/2014
improve self-evaluation systems and use this to drive future improvements by identifying the settings strengths and weaknesses accurately and taking appropriate action to address these.	18/03/2014	02/07/2014
keep and implement a written statement of procedures to be followed for the protection of children, intended to safeguard the children being cared for from abuse or neglect (compulsory part	18/03/2014	02/07/2014

of the Childcare Register)

update knowledge of the learning and development requirements in order to consider the individual needs, interests and stage of development of each child, and use this information to plan a challenging and enjoyable experience for each child in all of the areas of learning and development 18/03/2014 02/07/2014

observe children to understand their level of achievement, interests and learning styles and provide an appropriate range of resources, in order to shape learning experiences for each child, reflecting those observations through planned, purposeful play and through a mix of adult-led and child-initiated activity 18/03/2014 02/07/2014

keep and implement a written statement of procedures to be followed for the protection of children, intended to safeguard the children being cared for from abuse or neglect (voluntary part of the Childcare Register) 18/03/2014 02/07/2014

keep records of the following and retain them for a period of two years; a daily record of the names of the children looked after on the premises and their hours of attendance and a record of accidents which occur on the premises where childcare is provided (compulsory part of the Childcare Register). 18/03/2014 02/07/2014

keep records of the following and retain them for a period of two years; a daily record of the names of the children looked after on the premises and their hours of attendance and a record of accidents which occur on the premises where childcare is provided (voluntary part of the Childcare Register). 18/03/2014 02/07/2014