

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



Topcliffe Pre-School Playgroup
The Portacabin
Topcliffe Primary School
School Lane, Topcliffe
North Yorkshire
YO7 3RG

Our Reference 400037

Dear Topcliffe Pre-School Playgroup Committee

Monitoring for provision judged as inadequate

An Ofsted inspector, Lindsey Pollock, monitored your provision on 08/07/2014 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 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 your manager the steps that have been taken to address the actions raised in the notice to improve. She also talked to staff, children and your local authority adviser. She observed children engaging in outdoor play, participating in a circle-time session and eating their lunch. The inspector looked at the steps you have taken to ensure children's safety and well-being and what action you have taken to address the weaknesses in the monitoring and reviewing of the quality of staff teaching to ensure that all children make the best possible progress. Documentation supporting these steps was seen during the visit.

The inspector found that you have been very proactive in addressing the issues raised at inspection and a comprehensive action plan is in place to further raise the quality of the provision. The manager explained that you formulated the plan following a thorough review of the whole setting's policies, procedures and risk assessments, by reviewing the delivery of the educational programmes, by reviewing the roles and responsibilities of the committee and the manager, by attending the Ofsted 'Getting to good' seminar, and by liaising closely with your local authority advisers who have helped with this process.

The manager described how you took immediate action following the inspection to improve children's safety by not allowing any hot drinks on the premises when children are present to ensure their safety. The manager explained that a new food and drink policy has been implemented and all other policies have been reviewed, updated and approved by the committee. The manager described how a monthly 'quiz' has been introduced for staff as an extra way of monitoring their understanding of the setting's procedures. All staff have now completed a health and safety training course, which will help to raise their understanding of how to keep children safe. You have held a meeting with parents to assure them that steps are being taken to ensure the welfare and learning and development of their children.

The manager detailed the action you have taken to address the weaknesses in the monitoring and reviewing of the quality of staff teaching to ensure that all children make the best possible progress. You have done this by reviewing the role of the manager so that she has more time to undertake daily observations of staff practice and to support them in their delivery of the educational programmes. You have introduced monthly supervision sessions where the manager and staff discuss together the reflective logs that staff are now asked to complete about their practice. The manager says this is already having a positive impact on children's learning and development. This will help you to foster a culture of mutual support, teamwork and ensure continuous improvement.

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 |
|--|------------|-------------|
| devise a clear and well-understood policy and procedure for assessing and managing the risk to children's safety from hot drinks in the pre-school, to ensure children's safety and well-being | 22/05/2014 | 08/07/2014 |
| ensure that all necessary measures are taken to minimise any identified risks (compulsory part of the Childcare Register) | 22/05/2014 | 08/07/2014 |
| improve the arrangements for the monitoring and reviewing of the quality of staff teaching, so that weaknesses are quickly identified and action is taken to ensure consistently good practice so that all children make the best possible progress. | 22/05/2014 | 08/07/2014 |
| ensure that all necessary measures are taken to minimise any identified risks (voluntary part of the Childcare Register) | 22/05/2014 | 08/07/2014 |