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St Marks Pre-school
St. Marks Church & Community
Centre
Calder Rise
Bedford
Bedfordshire
MK41 7UY

Our Reference 219169

Dear St Marks Church Council Committee

Monitoring for provision judged as inadequate

An Ofsted inspector, Jo Rowley, monitored your provision on 11/07/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 23/04/2014, 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 talked with the pre-school manager about the steps taken to address the actions raised in the notice to improve. She observed a range of activities, which children were engaged in and she noted that staff interaction with children was appropriate. The inspector also spoke to individual members of pre-school staff and a member of staff from the local authority, who was present during the visit. The inspector looked at action plans and a range of other documentation and observed children, during their play. She also looked at the visitor record, the safeguarding policy, recruitment and induction procedures and a staff training log of completed and planned training. In addition to this, the inspector looked at a range of reports, written by staff from the local authority, completed after each visit they have made to the pre-school.

The inspector found that you have implemented robust recruitment and induction processes, including the reviewing and rewriting of the safeguarding policy, for new staff. This means that all staff are inducted appropriately to ensure that they are fully aware of the pre-school responsibilities. Appropriate checks are completed to ensure that all staff are suitable to work with children. The inspector noted that the manager's improved, ongoing evaluation is helping to ensure that important details

for all new members of staff, are effectively identified and monitored.

With support from the local authority, all staff have completed safeguarding training. This has improved their knowledge and understanding of the procedures to be followed in the event of a child protection concern arising. Staff comment positively on the training they have received and demonstrate confidence in following the correct procedures to protect children. Additionally, newly implemented procedures mean that each member of staff has all the required reporting details to hand. This means that if they have concerns or worries they can contact the appropriate professionals immediately. As a result, children are safeguarded.

The newly implemented visitor record in the community centre reception ensures that all adults in the building are known and registered as being on-site. This means that children are safer and staff are aware of who is in the building if, for example, there is a fire evacuation. The leadership team of the pre-school are now fully aware of their roles and responsibilities. Regular meetings are held where they speak with the pre-school staff and manager to ensure that they have a clear awareness of the setting overall. Members of the committee are invited along to additional training to ensure that they have an appropriate overview of the pre-school and this supports their understanding of their roles more rigorously.

Staff from the local authority have been supportive of the manager, staff and the pre-school, overall. They have worked together in sharing good practice examples, and have created policies and procedures that reflect the pre-school individually. The incident and complaints policies and procedures have been updated to incorporate all required information. All details are recorded, enabling staff to complete a thorough investigation, when required, and inform Ofsted appropriately. Additionally, the manager has improved her knowledge and understanding of the Early Years Foundation Stage to ensure that all significant events are reported to Ofsted within the required time. Children's behaviour is managed consistently and the staff have spent time developing their own knowledge and understanding of the pre-school behaviour management policy. As a result, consistency in their approach to behaviour management is promoted. Future training is planned and this will embed awareness for dealing with children's behaviour, on a long term basis.

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
organise staff deployment to ensure that they have a good overview of all areas and to support children's progress during child-initiated activities more effectively through good quality interactions with all children	30/05/2014	11/07/2014
improve the consistency of managing children's behaviour in order to teach children to understand their actions and the impact it has upon others.	30/05/2014	11/07/2014
ensure that the leadership team at the pre-school are fully aware of their responsibilities and implement the Statutory Framework for the Early Years Foundation Stage, including; who takes overall responsibility for the setting, and defining the roles of other staff	30/05/2014	11/07/2014
implement more robust safeguarding policies and procedures for recruitment of staff and ensure rigorous induction procedures are followed at all times	30/05/2014	11/07/2014
improve staff knowledge of safeguarding to ensure all staff are certain about what action they must take should they need to raise a concern in relation to whistle-blowing	30/05/2014	11/07/2014
ensure that there is a log of who is on the premises during the hours the pre-school operates	30/05/2014	11/07/2014
improve understanding of the Statutory Framework for the Early Years Foundation Stage; this particularly refers to ensuring that all significant events are reported to Ofsted within 14 days of occurrence	30/05/2014	11/07/2014
adhere more stringently to written policies and procedures when dealing with complaints to ensure that a	30/05/2014	11/07/2014

thorough investigation is completed and records are kept