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Manor House Nursery
Manor Infant School
Inverness Road
Portsmouth
Hampshire
PO1 5QR

Our Reference EY291899

Dear Manor House Nursery Committee

Monitoring for provision judged as inadequate

An Ofsted inspector, Carla Roberts, monitored your provision on 09/06/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 22/02/2014, we sent you a welfare requirements notice. 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.

The welfare requirement notice required you to ensure there is a robust, safeguarding policy and procedure in place, which includes an explanation of the action to be taken in the event of an allegation being made against a member of staff and is in line with the guidance and procedures of the relevant Local Safeguarding Children Board and ensure all staff, including the designated lead for safeguarding, are trained to understand the setting's safeguarding policy and procedures.

At the monitoring visit on 14 May 2014 the regulatory inspector found that the updated safeguarding policy and procedure and the explanation of the action to be taken in the event of an allegation being made against a member of staff were in line with the guidance and procedures of the relevant Local Safeguarding Children Board. You have provided a range of meetings and training for the staff team and this has enabled them to feel confident in their roles. The regulatory inspector held discussions with staff and the manager who demonstrated a clear understanding of safeguarding policy and procedure.

At the monitoring visit on 14 May 2014, the regulatory inspector also found that although you had developed new processes for seeking information from parents.

The new systems were not yet fully embedded and there are some improvements to be made to ensure sustained progress. It was therefore decided that progress to meet this action would be assessed at a further monitoring visit. At the monitoring visit on 9 June 2014, the regulatory inspector found that you were able to demonstrate steps taken to implement the new processes for seeking information from parents about their child at entry to the setting. You confirmed that meetings had already been arranged for a new intake of children and that the key person for those children would be involved in the process.

At the monitoring visit on 14 May 2014, the regulatory inspector found that you have developed an action plan, with the focus being immediate improvement following the inspection. It was decided that the consistency of the self-evaluation and the sustainability of the progress made would be considered at a further monitoring visit. At the monitoring visit on 9 June 2014, the regulatory inspector found that you had further developed your process of self evaluation and taken steps to include all staff members in driving improvement of practice and processes. You were able to demonstrate new activities being introduced to build partnerships with parents which was identified as part of your self evaluation process. You were also able to confirm that this will be an ongoing process and something that will be evaluated on a regular basis.

At the monitoring visit on 14 May 2014, the regulatory inspector identified some hazards at the nursery, which demonstrated that the processes for managing risk are not effective. Ofsted issued you with a welfare requirement notice which required you to ensure that risk assessments identify all aspects of the environment that need to be checked on a regular basis, when and by whom those aspects will be checked, and how the risk will be removed or minimised. At the monitoring visit on 9 June 2014, the regulatory inspector found that you had undertaken a full review of the risk assessment process and had taken steps to ensure that the risk assessment process was more robust and completed fully by all staff members. You were also able to demonstrate how this process would be monitored on a daily basis to ensure that risk assessments are being conducted effectively. You had taken action to address all hazards identified by the inspector at the monitoring visit on 14 May 2014.

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
improve arrangements for self-evaluation by providing regular opportunities for mutual support and teamwork, to drive continuous improvement and include the views of parents	12/05/2014	09/06/2014
improve the recording system of information relating to each child's play and learning experience at home to make sure there is a clear record of each child's starting point in learning to inform their progress.	12/05/2014	09/06/2014