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Rainbow Day Nursery
Old Station Masters House
Castle Station, Great North Road
NEWARK
Nottinghamshire
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Our Reference EY404659

Dear Jacqueline Barker

Monitoring for provision judged as inadequate

An Ofsted inspector, Anne Barnsley, monitored your provision on 15/07/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 07/04/2014, 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 you the steps you have taken to address the actions raised in the notice to improve. She observed staff working with the children and viewed the resources and activities available and how you organise these to promote all areas of learning. She discussed with you the steps you have taken to ensure that all staff provide references as part of the recruitment process and that all staff have completed the necessary suitability checks through the Disclosure and Barring Service. She asked to see these documents for verification and also discussed how you ensure that any member of staff who is waiting for clearances does not have unsupervised access to children. She discussed how you organise and deploy staff to ensure the correct adult-to-child ratios are maintained to keep children safe. Further to this, she discussed what steps you have taken to provide staff with food-hygiene training and any other training that has been identified since the last inspection. We spoke about the stage you have reached with completing staff appraisals and supervisions, and also how far you have got with advancing your self-evaluation. The inspector observed the condition of the resources in the outdoor area and discussed with you the action you have taken to make sure these are checked regularly for safety and are well maintained. She discussed your understanding of making notifications to Ofsted and also your deputy's understanding of taking the lead in this if you are not available. In addition

to this, she discussed what steps you have taken to ensure that your deputy has the appropriate skills and knowledge to be left in charge in your absence. Finally she looked at how you are enabling staff to increase their knowledge about how to manage a wide range of different behaviours in order to meet all children's needs. The inspector was unable to speak to a representative from the local authority, although you have worked closely with the local authority to drive improvements. She discussed, and looked at, your plan of improvement with you and considered how effectively you prioritised targets to address the actions that were raised at the last inspection.

Since the last inspection you have introduced a system for appraisal and regular supervision of staff to promote their professional development. Appraisals have taken place with all staff and records of these are kept in their staff files. New forms have been made so that this is consistent for all staff. You said that appraisals will take place annually. Also forms have been made for supervision notes and you said that these are planned to take place every three months. You discussed how the appraisal will collate information from the supervision notes and evaluate the progress that has been made to identify where there are any training needs. Further to this, a system of peer observation has been introduced to enable staff to share practice and reflect on ways of improving the quality of teaching and learning through a consistent approach. You are also in the process of developing a training record for each member of staff, which details the courses they have completed and how this was cascaded back to the rest of the staff team. You have developed a training task form for staff, which requires them to bring three practical aspects of their training back to the nursery to share with the team. You said that they must have considered, and be able to explain, how this benefits staff and how this benefits the children. Finally, you are in the process of developing a self-evaluation that staff, parents and children can all contribute to. You are clear that your aim is to improve the quality of reflective practice and help to drive improvements forward. Your improvement plan sets this all out and you and your deputy are on track with your targets.

You have taken further steps to ensure children's safety by improving the recruitment procedure. Your procedure details that you now obtain two references for all new staff and check these thoroughly. The newest member of staff has been required to provide two references, which you have followed up by verifying and discussing these further with the referee. All referees are also invited to contact you at any time should they have a need to do so. References are kept in the personal file belonging to each member of staff. You ensure that no member of staff is left unsupervised with children until their Disclosure and Barring Service clearance is complete and verifies that they are suitable to be left alone with children. You ensure this through the careful organisation of the staff rota.

Both you and your deputy have improved your knowledge and understanding about notifications and you both realise now that you should have made a notification to Ofsted about an accident that occurred. You both agree that you will do this, without fail, in the future and that you fully realise the error. The inspector found that you are both now very clear about what sort of incidents must be notified to Ofsted. The improvement plan sets out the intention for both you and your deputy to complete manager's training as soon as the course becomes available. You feel that this will help to develop your knowledge further about your roles and responsibilities and also promote greater levels of confidence and independence. You hope that this will enable you both to work independently and be more self-assured when doing so. The inspector found that both of you have a good understanding of the correct adult-to-child ratio and that you organise staff deployment well to meet these.

The inspector found that you take appropriate action through robust risk assessment checks to remove faulty equipment and minimise and reduce any risk to children. For example, damaged bikes have been thrown away to ensure they no longer pose a hazard to children. Staff collect risk assessment forms from the office before taking children outdoors and the deputy or manager goes with them to do the risk assessment. Your deputy said that either of you now always checks the risk assessments as they are being completed, to sign them off.

You ensure that all staff who handle food have a good understanding of food hygiene to keep children safe. You have organised a training programme for staff to ensure that staff who handle food have completed food-hygiene training. To date, the cook has renewed her qualification and you and your manager have both completed the course. You stated that another member of staff is doing the course this week and the rest will complete it in the near future. In the meantime, you have made arrangements to ensure that only staff who have completed the course will prepare or handle food. You also ensure that staff understand food temperatures and cooling-down periods for food and how to store food safely. Staff are trained in general health and hygiene procedures, for example, how to reduce the risk of spreading infection by using individual bedding and face cloths for each child. You reinforce this by having a notification displayed by the bedding to ensure that new staff are reminded to provide fresh bedding for every child. You have clear procedures in place to ensure that staff maintain their own personal hygiene to avoid spreading germs to others and you make sure that all children and staff wear nursery sun cream to protect them outdoors if they do not have their own.

Further to the improvements you have made to address the actions that were raised at the last inspection, you are also addressing the recommendation that was raised. To help improve staffs' ability to deal with a wide range of behaviour with greater confidence, you have arranged for all key staff to complete further behaviour

management training. You stated that you are currently waiting for the dates of the next course to be released by the local authority.

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 a system of appraisal and supervision for the nursery and all staff, to effectively identify training needs and to bring about the continuous improvement of the setting.	15/07/2014	15/07/2014
ensure Ofsted are informed of any serious accident or injury to any child while receiving childcare (compulsory part of the Childcare Register)	15/07/2014	15/07/2014
ensure Ofsted are informed of any serious accident or injury to any child while receiving childcare (voluntary part of the Childcare Register)	15/07/2014	15/07/2014
ensure there are rigorous recruitment procedures in place, including reference checks are completed for all staff, to confirm their suitability	15/07/2014	15/07/2014
increase knowledge and understanding of what is required to be notified to Ofsted	15/07/2014	15/07/2014
ensure the named deputy is capable to take charge in the manager's absence	15/07/2014	15/07/2014
improve the processes for identifying risks in children's environment and ensure immediate action is taken when risks are identified	15/07/2014	15/07/2014
ensure that all staff involved in preparing and handling food receives training in food hygiene	15/07/2014	15/07/2014