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Top Kids @ Wattenden
Wattenden Primary School
Old Lodge Lane
PURLEY
Surrey
CR8 4AZ

Our Reference EY390510

Dear Top Kids Clubs Ltd

Monitoring for provision judged as inadequate

An Ofsted inspector, Rebecca Hurst, monitored your provision on 21/07/2014 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 09/05/2014, 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 interaction between you and the staff and the children. She looked at your systems for recording Disclosure and Barring Service checks and for carrying out food hygiene and first-aid training. She also reviewed supervision of the children as they arrived at the setting. The inspector also reviewed the safeguarding knowledge of the staff and discussed the training they have received. She spoke with the acting manager about the action plans in place and how you have made the improvements.

The inspector found that you have been addressing the issues raised at your last inspection. You have worked with the provider to make improvements to the service you provide. As a result you have been able to identify in your action plan how you intend to improve, and how you will maintain these improvements.

You have recorded all of the staff Disclosure and Barring Service checks, with the dates they were carried out, the dates for renewal and the numbers. You also have all of the necessary records on the premises and ready for inspection. All staff have now been trained in first aid and have certificates to show this has been carried out. Food hygiene certificates are also available and show this training has been carried

out. This shows you are aware of the need to meet the safeguarding and welfare requirements.

You have changed staffing around so that children are properly supervised when they arrive. The inspector observed that staff can see the children at all times and are deployed effectively in order to keep them safe. Staff have also had in-house training to bring them up-to-date on their setting's policies and procedures. You have also booked staff on further training. Staff are fully aware of how to follow the setting's safeguarding policies and procedures. This enables the children to be kept safe.

You have shown a positive approach to the changes required.

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
ensure at least one person holds a current paediatric first-aid certificate on the premises at all times when children are present	14/06/2014	21/07/2014
provide training in food hygiene for all staff involved in preparing and handling food	14/06/2014	21/07/2014
ensure all staff have up-to-date knowledge of safeguarding issues through training opportunities	14/06/2014	21/07/2014
ensure that all the necessary records are easily accessible, available and up to date	14/06/2014	21/07/2014
ensure the Disclosure and Barring Service check reference numbers, the date these disclosures were obtained and details of who obtained them for all staff are recorded and available	14/06/2014	21/07/2014
ensure children are adequately supervised at all times, especially during their staggered arrival times	14/06/2014	21/07/2014
ensure that at least one person who is caring for children has an appropriate first-aid qualification (compulsory part of the Childcare Register)	14/06/2014	21/07/2014
ensure that at least one person who is caring for children has an appropriate first-aid qualification (voluntary part of the Childcare Register)	14/06/2014	21/07/2014