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Haydon Meadow Pre School  
The Haydon Centre  
Thames Avenue, Haydon Wick  
Swindon  
Wiltshire  
SN25 1QQ

Our Reference 508009

Dear Christine Webb and Debbie Waldron Partnership

### **Monitoring for provision judged as inadequate**

An Ofsted inspector, Sarah Haylett, monitored your provision on 04/07/2014 following your inspection where the provision was judged to be inadequate.

### **Outcome of monitoring**

As a result of our inspection on 02/05/2014, 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 requirements notice required you to comply with the Statutory Framework for the Early Years Foundation Stage under the requirement 'Risk assessment'. The steps you were required to take were detailed in full in the notice sent to you on 24 June 2014.

During the monitoring visit completed on 4 July 2014, the inspector reviewed documents including your risk assessment. She observed practice and spoke to the manager, the deputy manager and staff.

The inspector found that you have reviewed the risk assessment for the security of the premises, and that you have implemented various measures to minimise the risk of children leaving the premises and unvetted individuals entering the premises unsupervised. You have installed handles above child height on the doors to the sessional room and the full daycare room so that children cannot push the doors open. You have also installed a stairgate in the doorway to the sessional room to act as an additional barrier. This is not possible on the doorway to the full daycare room as it is a fire door however you do put a stairgate in the doorway at the beginning and end of sessions. You have spoken to staff in the Haydon centre so that you can work together to ensure the premises are secure. A member of staff is deployed in

the area by the door at all times and they are responsible for monitoring anyone coming in and out of the room. You have reviewed the process when children arrive at the setting and when they leave. You ensure that two staff stand at the door and one completes the register while the other lets each child in or out of the room and into their parent or carer's supervision. As a result of the measures you have introduced, you have minimised the risk of children leaving the premises unsupervised and the risk assessment alerts staff to their responsibilities in this regard.

Supervision meetings are held every six weeks. You have recognised the need to complete more observations of staff practice, and you are working with staff on how they interact with children and how they effectively promote their learning. The inspector observed that staff interact well with children and, as a result children are actively engaged in their play.

Staff have all signed a declaration that they understand the need to disclose any convictions that may affect their suitability to work with children. You intend to update this statement to include that staff will also disclose details of any cautions, court orders, reprimands and warnings that may affect their suitability to work with children

All staff have completed basic awareness child protection training and the safeguarding lead officer for Swindon early years is leading a session with all staff on 21 July 2014 which will focus on safe working practice. Staff understand the thresholds for making a referral and they know the process they should follow to ensure safeguarding concerns are appropriately reported. The inspector was satisfied that you are on track to ensure safeguarding concerns are identified and reported.

Having considered all the evidence, the inspector is of the opinion that at this time you have taken prompt and effective action to address the points for 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
ensure all staff understand the safeguarding policy and procedures and have an up to date knowledge of safeguarding issues. Ensure staff are able to identify signs of possible abuse and neglect at the earliest opportunity, and are able to respond in a timely and appropriate way	02/06/2014	04/07/2014
improve staff supervision opportunities to ensure staff have the necessary skills and knowledge, and a clear understanding of their roles and responsibilities, and that teaching practice is consistent to ensure children are sufficiently challenged in their learning	02/06/2014	04/07/2014
ensure that staff know that they are expected to disclose any convictions, cautions, court orders, reprimands and warnings that may affect their suitability to work with children	02/06/2014	04/07/2014