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Chafford Hundred Pre School  
Playgroup  
Clifford Road  
Chafford Hundred  
Grays  
Essex  
RM16 6BZ

Our Reference 204346

Dear Chafford Hundred Preschool Committee

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

An Ofsted inspector, Lynn Hughes, monitored your provision on 19/08/2014 following your inspection where the provision was judged to be inadequate.

### **Outcome of monitoring**

As a result of our inspection on 02/06/2014, 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.

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 activities in the playroom being used during the summer holiday scheme and had a discussion with the nominated person. The inspector also spoke to the supervisor for the day, practitioners, children and to a representative from the local authority. She looked at documentation relating to the changes you have made since the last inspection. The inspector also looked at records to evidence the suitability of practitioners and committee members, she looked at children's personal details, accident and medication records, the daily attendance register, proof of qualifications, including first aid and written policies.

The inspector found that you have conducted a full review of your procedures for informing Ofsted of changes to committee members and have now provided Ofsted with personal details of all of your current committee members. You have evidence on file to show that all committee members are now appropriately vetted and evidence of the checks used to assess their suitability are always available for inspection.

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 that Ofsted is notified about changes to committee members. This refers to making sure that all members of the committee, that constitutes the registered governing body, submits to Ofsted the appropriate documentation to check their suitability.	02/07/2014	19/08/2014
inform Ofsted of the name, date of birth, address and telephone number of all members of the governing body (compulsory part of the Childcare Register).	02/07/2014	19/08/2014