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The Forest Chapel Playgroup  
The Forest Chapel  
Charnwood Drive  
Leicester Forest East  
Leicestershire  
LE3 3HL

Our Reference 226487

Dear Ruth Lynam

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

An Ofsted inspector, Diane Stone, monitored your provision on 04/11/2014 following your inspection where the provision was judged to be inadequate.

### **Outcome of monitoring**

As a result of our inspection on 09/04/2014, 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.

During the monitoring visit on 4 September 2014 the inspector discussed with you the steps you had taken to address the actions raised in the notice of action to improve. She observed interaction between staff and children throughout the nursery, spoke to you, individual members of staff and spoke to a representative from the local authority. The inspector looked at policies and procedures, children's development records and staff supervision documentation. The inspector found you had addressed some of the actions raised and had welcomed support from your Local Authority. You had not completed all the points on your action plan to support improvement.

A second monitoring visit was completed on 4 November 2014. The inspector looked at the actions that had not been addressed at the first monitoring visit. She again observed interaction between staff and children throughout the nursery, spoke to you and individual members of staff and looked at planning and children's development records.

The inspector found that you have continued to work closely with the local authority to build on and develop your practices across the setting. The key person system is now well established. You have continued to review the system you have in place to ensure that when new children start you place them with the most appropriate

member of staff. You take into account children's preferences and place siblings with the same key worker to enable stronger relationships to be built between the key person, the child and their parents. If a key person is absent for a long period of time you now have a system in place to ensure that other members of staff pick up the role of key person. As a result you ensure that all children's development is continuously prioritised.

Planning is completed on a weekly basis and all staff are involved in this process. The planning takes into account children's ideas and interests as well as requests from staff for individual children or groups of their key children. You identify a weekly goal for all staff to promote across all areas of learning, for example developing writing skills. You have a system in place to monitor gaps in children's attainment and use the information you gather to plan activities and experiences for children. Some staff are not accurately recording where children are making progress across all areas of development. However children's development records do show the progress children are making and clear links can be seen from the children's next steps to the planning. You are aware that staff still need additional support in this area and are continuing to work the local authority to further develop planning and assessment systems.

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
use information gained from assessments of children's next steps for learning to plan challenging learning experiences for children and monitor the educational programmes to ensure that all areas of learning are sufficiently covered and any gaps in learning can be identified.	26/09/2014	04/11/2014
ensure that the safeguarding policy is clear about the use of mobile phones at the setting and that all parents, carers and visitors are informed about the updated policy	18/04/2014	04/09/2014
deploy staff so that children are effectively supervised at all times, to fully ensure their safety and that each child is effectively supported and actively engaged in purposeful play experiences	20/06/2014	04/09/2014
ensure the key-person system helps staff to meet the needs and promote the well-being of all children, particularly when staff are absent for long periods	25/07/2014	04/11/2014
ensure that supervision and performance management focus on improving the quality of teaching so that staff's knowledge and confidence improves and challenging targets are set	24/10/2014	04/09/2014
ensure that children receiving childcare are kept safe from harm (compulsory part of the Childcare Register)	20/06/2014	04/09/2014
ensure that children receiving childcare are kept safe from harm (voluntary part of the Childcare Register).	27/06/2014	04/09/2014