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Oxford Day Nursery  
35 Sherbourne Road  
Acocks Green  
BIRMINGHAM  
B27 6DX

Our Reference EY427931

Dear Shezad Inayat

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

An Ofsted inspector, Lorraine Anne Lawton, monitored your provision on 06/02/2015 following your inspection where the provision was judged to be inadequate.

### **Outcome of monitoring**

As a result of our inspection on 16/12/2014, 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.

You were also sent a notice to improve. The actions you were set are included at the end of this letter.

The welfare requirements notice required you to comply with the Statutory Framework for the Early Years Foundation Stage under the requirement entitled: Risk assessment and Staff:child ratios. The steps you were required to take were detailed in full in the notices sent to you on 21 January 2015.

During the monitoring visit on 6 February 2015, the inspector discussed with your manager, the steps you have taken to address the welfare requirements notice and actions raised in the notice to improve. She observed interaction between staff and children throughout the nursery. The inspector also spoke to individual members of staff. The inspector looked at your planning and assessment records, supervision and training records and your action plan. The inspector also spoke to a representative from the local authority.

You have developed an action plan to address the issues raised at your last inspection. This has enabled you to identify how to address the areas for improvement however the inspector found that the plan was not evaluated in terms of the outcomes on children. You agreed to submit an additional action plan. The inspector found that you have sought the advice, support and training of the local

authority. In addition, you and your manager have attended the 'Getting to Good' seminar and you have sought external training in first aid.

During the visit, the inspector found that measures have been taken to minimise risks on the premises, by fitting window restrictors and to increase the number of 'walkie-talkies' for staff to use when they work alone. In addition, you have ceased the use of the small kitchen until it has been thoroughly cleaned and until more staff have undertaken food hygiene training. This means that children's safety, health and well-being is better promoted.

Hygiene practice across the setting has improved through the implementation of hand gel for staff, accessible tissues for children and by toddlers visiting the bathroom to wash their hands before mealtimes. In addition dispensers of anti-bacterial soap are now available in all children's bathrooms. Consequently, children's good health is promoted.

Changes have been made to staff and children's attendance records to ensure an accurate account is maintained at all times. In addition, the procedure to ensure that medication records are consistently signed and dated by parents has been communicated to both staff and parents and is being monitored by your manager. Records of first aid training undertaken by staff are held on file and further first aid training is scheduled to be undertaken by some staff on 21 February 2015. Consequently, improvements in procedures to maintain accurate and accessible records and to maintain a high compliment of staff who are first aid trained means that children's well-being is better promoted.

Arrangements are in place to improve the observation and assessment arrangements of children's learning and development. Observations of children's activities and achievements now contain more detail and these are now timely assessed. It is intended that this system will be used to inform planning for individual children's next steps to help them make at least good progress.

Arrangements are in place to undertake staff observations, in order to inform staff supervision sessions. The aim is to identify where further support and training is needed in order to help staff to improve the quality of teaching to better support children's learning. You are also receiving support from the local authority as a means of improving the weaknesses identified in the quality of teaching. Staff meetings afford opportunities for staff who attend training to disseminate to other staff. In addition, you have made a commitment to recruit well qualified staff to oversee the required improvement of the quality of the teaching.

In addition to the above actions, you were given an extended timescale to address the following: improve the quality of teaching by developing staff knowledge and

understanding of how to promote the learning and development of all children across the seven areas of learning; consider the individual needs, interests, and stage of development of each child and use this information to plan a challenging and enjoyable experience for each child in all areas of learning and development, particularly regarding groups of children such as boys and ensure all parents are kept up to date with their child's progress and development and support parents in understanding and guiding their children's development at home and within the setting.

A further monitoring visit will take place to check the additional actions.

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 further monitoring.

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
3.21 ensure learning and development opportunities for staff are closely focused on improving the weaknesses identified in the quality of teaching to ensure that they have the appropriate skills, knowledge and understanding to provide a quality learning experience for all children	26/01/2015	06/02/2015
3.44 promote the good health of children and take necessary steps to prevent the spread of infection through good hygiene practice, such as regular use of tissues to prevent the spread of infection and making sure soap and hand drying facilities are available for use at all times	17/12/2014	06/02/2015
CR8 maintain a daily record of the names of the children being cared for on the premises, including their hours of attendance (both compulsory and voluntary parts of the Childcare Register)	17/12/2014	06/02/2015
1.2 improve the quality of teaching by developing staff knowledge and understanding of how to promote the learning and development of all children across the seven areas of learning	16/03/2015	06/02/2015
1.6 consider the individual needs, interests, and stage of development of each child and use this information to plan a challenging and enjoyable experience for each child in all areas of learning and development, particularly regarding groups of children such as boys.	16/03/2015	06/02/2015
ensure risk assessments identify all potential hazards to children and leaders and managers take adequate steps to minimise or remove these risks; this is with particular regard to windows on the second floor	02/02/2015	06/02/2015

ensure staffing arrangements are organised to meet the needs of all children and ensure their safety; in particular the deployment of staff in the upstairs pre-school room.	02/02/2015	06/02/2015
1.10 ensure all parents are kept up to date with their child's progress and development and support parents in understanding and guiding their children's development at home and within the setting	16/03/2015	06/02/2015
3.48 ensure areas used for the preparation of food are suitable, comply with health and safety legislation and pose no risk of cross contamination. This is with particular regard to the kitchen on the second floor	17/12/2014	06/02/2015
3.76. maintain a daily record of the names of the children being cared for on the premises, including their hours of attendance (Also applies to both parts of the Childcare Register)	17/12/2014	06/02/2015
CR5.7 ensure areas used for the preparation of food are suitable, and pose no risk of cross contamination and comply with health and safety legislation, this is with particular regard to the kitchen on the second floor (compulsory part of the Childcare Register)	17/12/2014	06/02/2015
3.69. ensure that records are easily accessible and available to those who have a right or professional need to see them; this is particularly regarding certificates of staff qualifications	17/12/2014	06/02/2015
CR5.7 ensure risk assessments identify all potential hazards to children and leaders and managers take adequate steps to minimise or remove these risks; this is with particular regard to windows on the second floor (compulsory part of the Childcare Register)	17/12/2014	06/02/2015
CR5.7 ensure risk assessments identify all	17/12/2014	06/02/2015

potential hazards to children and leaders and managers take adequate steps to minimise or remove these risks; this is with particular regard to windows on the second floor (compulsory part of the Childcare Register)

2.1 ensure staff undertake routine observation, assessment and planning for all children in order to understand their level of achievement, interests and learning styles, and to shape learning experiences for each child reflecting those observations	26/01/2015	06/02/2015
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3.21 implement effective procedures for the supervision of staff, including the manager, to ensure accountability arrangements are clear and understood, and to provide support, coaching and training for all staff.	26/01/2015	06/02/2015
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3.46. obtain written permission from a child's parent before administering medication and keep an accurate written record each time a medicine is administered to a child (Also applies to both parts of the Childcare Register)	17/12/2014	06/02/2015
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CR 8 obtain written permission from a child's parent before administering medication and keep an accurate written record each time a medicine is administered to a child. (compulsory part of the Childcare Register)	17/12/2014	06/02/2015
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