

Ofsted
Piccadilly Gate
Store Street
Manchester
M1 2WD

Telephone: 0300 123 1231
Fax: 0300 123 3159
Minicom: 0161 618 8524
Email: enquiries@ofsted.gov.uk
Web: www.ofsted.gov.uk



Schoolfriend Clubs @ St Wilfrids
St. Wilfrids Catholic Primary School
Millhouses Lane
SHEFFIELD
S7 2HE

Our Reference EY366859

Dear Schoolfriend Clubs Limited

Monitoring for provision judged as inadequate

An Ofsted inspector, Tracie Dodd, monitored your provision on 08/05/2015 following your inspection where the provision was judged to be inadequate.

Outcome of monitoring

As a result of our inspection on 19/03/2015, 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.

The welfare requirements notice required you to comply with the Statutory Framework for the Early years Foundation Stage under the following requirements: Staff qualifications, training, support and skills and Safety and suitability of premises, environment and equipment. The steps you were required to take were detailed in full in the notice sent to you on 30 March 2015.

During the monitoring visit on 8 May 2015 the inspector discussed with the Manager steps you had taken to address the actions raised in the notice to improve and the welfare requirements notice.

In summary the inspector found that you have addressed the actions raised in relation to the safeguarding and welfare requirements and demonstrated that you have met the required actions identified in the notice to improve.

The inspector observed information showing the staff team now have regular discussions with the manager about the improvements to be made in the setting and the manager has undertaken leadership training and now routinely discusses with the staff team how processes can be improved. Individual supervision sessions are now scheduled to take place. The manager described how more regular discussions with you are being held to consider changes and improvements to the service. This will enable staff to identify their future training and development needs and enable

staff to enhance their skills and subsequently ensures children are cared for by a better informed workforce.

Arrangements are now in place to ensure children have access to the outdoor play area on a daily basis and negotiation with the school has ensured this is a firm arrangement with other school clubs using alternative outdoor space. The purchase of high visibility vests and cones now secures a defined area for children attending the setting and ensures children are kept safe. Routine risk assessments are now in place and contribute to maintaining a safe environment for children attending.

The inspector also discussed the steps you have put in place to address the actions raised. She looked at a number of documents and records including, information relating to staff recruitment, induction and understanding policies and procedures. The manager explained how information is also delicately stored at the company head office. Also the inspector observed suitable records about children attending, policies for keeping children safe and information now shared with parents and wider partners including the school.

She discussed with the school and manager the arrangements now in place to ensure children are cared for in a suitable environment with adequate floor space available at all times and how alternative accommodation is made available when the school require use of the hall. This ensures children are cared for according to the legal requirements of the statutory framework.

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 children are provided with adequate floor space when the main hall is not available for use	20/04/2015	16/06/2015
improve information sharing and partnerships with teachers in the school, to enhance children's continuity in care and learning	22/05/2015	16/06/2015
ensure Ofsted is informed of a new manager of childcare on non-domestic premises (compulsory part of the Childcare Register)	24/04/2015	16/06/2015
ensure Ofsted is informed of a new manager of childcare on non-domestic premises (voluntary part of the Childcare Register)	24/04/2015	16/06/2015
ensure records are easily accessible and available for inspection; in particular information about vetting processes that have been completed to ensure the suitability of staff to work with children	20/04/2015	16/06/2015
implement effective induction arrangements including covering the settings policies and procedures to ensure staff understand their roles and responsibilities	22/05/2015	16/06/2015
train all staff to understand the safeguarding policy and procedure to keep children protected, with particular regard to referring concerns about a child to other agencies in the absence of the designated safeguarding lead	20/04/2015	16/06/2015
ensure that premises, including overall floor space used for the purposes of childcare, are safe and suitable for that childcare (voluntary part of the Childcare Register).	20/04/2015	16/06/2015
take all necessary measures to minimise	20/04/2015	16/06/2015

any risks to the health and safety of children (voluntary part of the Childcare Register)

ensure that premises, including overall floor space used for the purposes of childcare, are safe and suitable for that childcare (compulsory part of the Childcare Register)	20/04/2015	16/06/2015
--	------------	------------

take all necessary measures to minimise any risks to the health and safety of children (compulsory part of the Childcare Register)	20/04/2015	16/06/2015
--	------------	------------

ensure the following information for each child cared for is available: full name; date of birth; name and address of every parent and/or carer who is known to the provider (and information about any other person who has parental responsibility for the child); which parent(s) and/or carer(s) the child normally lives with; and emergency contact details for parents and/or carers	20/04/2015	16/06/2015
---	------------	------------

keep records and retain them for a period of two years of: the name, home address and telephone number of a parent/guardian/carers of each child who is looked after on the premises (compulsory part of the Childcare Register)	20/04/2015	16/06/2015
--	------------	------------

keep records and retain them for a period of two years of: the name, home address and telephone number of a parent/guardian/carers of each child who is looked after on the premises (voluntary part of the Childcare Register)	20/04/2015	16/06/2015
---	------------	------------

obtain information about any special dietary requirements, food allergies and any special health requirements that a child may have.	20/04/2015	16/06/2015
--	------------	------------

train all staff to understand the safeguarding policy and procedure, to keep children protected (compulsory part of the Childcare Register)	20/04/2015	16/06/2015
---	------------	------------

WRN:- review risk assessments of the outdoor areas and remove or minimise hazards, enabling children to take part in outdoor activities on a daily basis	20/04/2015	16/06/2015
WRN:ensure appropriate arrangements are in place for the supervision of staff, to provide support and training and foster a culture of continuous improvement to promote the interests of children	20/04/2015	16/06/2015