

# West Horndon Under Fives Pre-School



East & West Horndon Village Hall, Thorndon Avenue, West Horndon, Brentwood, Essex, CM13 3TX

<b>Inspection date</b>	19 November 2015
Previous inspection date	15 March 2012

<b>The quality and standards of the early years provision</b>	<b>This inspection:</b>	<b>Inadequate</b>	<b>4</b>
	Previous inspection:	Good	2
Effectiveness of the leadership and management		Inadequate	4
Quality of teaching, learning and assessment		Inadequate	4
Personal development, behaviour and welfare		Inadequate	4
Outcomes for children		Inadequate	4

## Summary of key findings for parents

### This provision is inadequate

- The provider has a poor understanding of the legal requirements. Ofsted have not been notified of all persons who make up the committee or of the appointment of a new manager. All legally required information about children has not been obtained.
- There are significant gaps in the manager's and staff's knowledge of safeguarding procedures and they have not completed the required training in this area. Staff do not understand what to do in the event of a safeguarding concern.
- The procedure for carrying out suitability checks on all persons working with children is not robust enough.
- The needs of children who speak English as an additional language are sometimes overlooked. Staff do not always tailor their teaching during group activities so that all children are included and their learning is fully promoted.
- The performance management system for staff has not been developed. The quality of staff teaching practice is not monitored or evaluated.
- Arrangements for undertaking the progress check for children between two- and three-years of age are not in place. Parents are not provided with a short written summary of their children's progress.

### It has the following strengths

- Children enjoy play based experiences that help to foster a positive attitude towards future learning, including the move on to school.

## What the setting needs to do to improve further

### To meet the requirements of the Early Years Foundation Stage and the Childcare Register the provider must:

	Due Date
■ ensure all staff understand the procedure to follow if they have concerns about children's welfare and know what to do if an allegation is made against a member of staff	26/11/2015
■ ensure that the lead practitioner with responsibility for safeguarding has attended the required training to enable them to identify and act on any indications that a child may be at risk of harm	08/12/2015
■ improve the arrangements with regards to carrying out robust suitability checks on all persons working with children	26/11/2015
■ inform Ofsted of the name, date of birth, address and telephone number of all persons who make up the management committee	20/11/2015
■ inform Ofsted of the appointment of the new manager	20/11/2015
■ obtain information for each child about any person who has parental responsibility for that child	20/11/2015
■ implement a system for performance management, in order to ensure that all staff receive regular supervisions that provide opportunities to evaluate their practice and support their ongoing professional development	21/01/2016
■ implement effective assessment procedures with regards to carrying out the progress check for children between two- and three-years-old, and provide parents with a written summary of their children's development in the prime areas of learning	18/12/2015
■ ensure that the individual needs of children who speak English as an additional language are always considered, with particular regard to adjusting teaching during adult-led group activities, so that all children can contribute and take part equally.	18/12/2015

## **Inspection activities**

- The inspector observed the quality of teaching during activities and assessed the impact this has on children's learning.
- The inspector completed a joint observation with the manager.
- The inspector held a meeting with the manager and a member of the committee.
- The inspector looked at relevant documentation, including evidence of the suitability of staff working in the setting.
- The inspector spoke to a small selection of parents during the inspection and took account of their views.

## **Inspector**

Julia Galloway

## Inspection findings

### Effectiveness of the leadership and management is inadequate

The arrangements for safeguarding children are not effective. The committee and staff do not demonstrate that they understand the legal requirements. Ofsted have not been informed of a change in manager and about changes to the people who make up the committee. Staff are unaware of the procedure to follow if they have concerns about children's welfare or if an allegation is made against a member of staff. In addition, the recruitment procedure for new staff and committee members who work directly with the children is weak. Although Disclosure and Barring Service checks are obtained, other suitability checks to strengthen this process, such as taking up references, are not carried out. Most staff are suitably qualified. However, a system of performance management has not been established. Staff do not have individual opportunities to reflect on their strengths or weaknesses in practice. As a result, the quality of teaching is variable and all children's learning is not always promoted.

### Quality of teaching, learning and assessment is inadequate

Children are provided with a suitable range of experiences. Most activities are themed around children's interests. Staff observations and assessments of children's development are used to plan activities. However, staff do not always carefully promote the needs of children who speak English as an additional language. This is particularly evident during group times. Some children are left out because they do not understand what is happening. In addition, when they ask to join in, their comments are not heard by staff. This limits opportunities to foster their communication and language development. Not all staff are aware of the language that children speak at home. Parents report that they have good relationships with staff, who exchange information about what children know and can do. However, staff have not undertaken the progress check for children aged between two and three years. Therefore, parents are not provided with a written summary of their children's progress and any gaps in development are not identified at this point so that prompt action can be taken.

### Personal development, behaviour and welfare are inadequate

Children's well-being is compromised because of the overall weakness in safeguarding practice. In addition, staff do not gain the legally required information about who has parental responsibility for children. Most children confidently play together and staff, generally, facilitate positive relationships by remaining nearby. However, staff do not always identify when some children are left out and not taking part. This does not support all children's sense of emotional well-being. Children's physical development is promoted as they are encouraged to be active. They regularly play outdoors, where they negotiate space and enjoy activities using a parachute. Partnerships with schools have been developed. Information is exchanged when children move on, helping to promote consistency in care and learning.

### **Outcomes for children are inadequate**

Not all children make satisfactory progress to prepare them in readiness for the move on to school. Those who speak English as an additional language do not always receive the attention that they need to ensure gaps in their development close.

## Setting details

<b>Unique reference number</b>	204131
<b>Local authority</b>	Essex
<b>Inspection number</b>	865233
<b>Type of provision</b>	Full-time provision
<b>Day care type</b>	Childcare - Non-Domestic
<b>Age range of children</b>	2 - 4
<b>Total number of places</b>	26
<b>Number of children on roll</b>	20
<b>Name of provider</b>	West Horndon Under Five's Committee
<b>Date of previous inspection</b>	15 March 2012
<b>Telephone number</b>	07787 853727

West Horndon Under Fives Pre-School was registered in 1994. The setting employs four members of childcare staff. Of these, two hold appropriate early years qualifications at level 3 and one at level 2. The setting opens on Monday and Tuesday from 9am until 12pm and Wednesday and Thursday from 9am until 3pm, term time only. The setting provides funded early education for two-, three- and four-year-old children and supports children who speak English as an additional language.

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