Sacred Heart Pre-School

Sacred Heart Roman Catholic School, Greys Hill, Henley on Thames, Oxfordshire, RG9 1SL

Inspection date	9 December 2015
Previous inspection date	19 January 2010

The quality and standards of the early years provision	**This inspection:**	**Inadequate**	**4**
	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 committee, manager and staff have a poor understanding of their responsibility to safeguard children's welfare. Unvetted staff are left to look after children unsupervised. Procedures for recruitment and to ensure staff's ongoing suitability are inadequate. Attendance, accident and medication records are not accurately maintained.
- Children's health and well-being are compromised. Staff administer medication without prior written consent, and fail to inform parents that they have done so. Staff use inappropriate methods of behaviour management, which damage children's emotional well-being. The play environment and resources are poorly maintained.
- The key-person system does not ensure that children's care and learning needs are met. Advice from professionals involved in children's care is not followed. Children with additional needs and those who are learning English as an additional language do not get the necessary support to make progress.
- The manager does not monitor teaching. Children get very little purposeful support from staff. The range of planned activities and assessment arrangements is poor. Children do not make the progress they should or gain the skills they need.
- The committee and manager have not identified the serious weaknesses in the provision. They also fail to meet requirements of the Childcare Register.

It has the following strengths

- Children enjoy opportunities to play outside.

What the setting needs to do to improve further

The provision is inadequate and Ofsted intends to take enforcement action
We will issue a Welfare Requirements Notice requiring the provider to:

	Due Date
■ ensure all staff understand the safeguarding policies and procedures and have up-to-date knowledge of safeguarding issues so they are able to identify signs and symptoms of possible abuse and respond in a timely and appropriate way	14/01/2016
■ implement up-to-date policies and procedures to safeguard children in line with the procedures of the Local Safeguarding Children Board; these must include appropriate explanations of the action to be taken should concerns about a child be raised, or if an allegation against a member of staff is made	14/01/2016
■ obtain an enhanced Disclosure and Barring Service check in respect of every person aged 16 and over who works directly with children	14/01/2016
■ implement effective systems to ensure committee members who make up the registered person are suitable and obtain an enhanced Disclosure and Barring Service check	14/01/2016
■ ensure staff whose suitability has not been checked are not left unsupervised with children	14/01/2016
■ implement effective systems to ensure that staff are suitable and keep records to demonstrate how their suitability has been determined; these should include appropriate recruitment procedures based on checking references, and obtaining full and relevant information about previous employment, and procedures to review ongoing suitability	14/01/2016
■ obtain prior written permission from parents or carers to administer both prescription and non -prescription medication	14/01/2016
■ use appropriate methods to manage children's behaviour; that do not have an adverse effect on children's well-being and allow them to understand what and why particular behaviour is unwanted	14/01/2016
■ implement an effective key-person system to ensure that every child's care and medical needs are met, and to build a settled relationship with children and their parents	14/01/2016
■ ensure staff know to disclose any convictions, cautions, court orders, reprimands and warnings, received before or during their employment, that may affect their suitability to work with children	14/01/2016
■ ensure there are effective arrangements in place to support children who have special educational needs and that staff have regard for the Special Educational Needs (SEN) Code of Practice	14/01/2016
■ implement effective staff supervision to provide support, coaching and training for staff, and that promotes the interests of children;	14/01/2016

with particular regard to enabling staff to discuss and address any issues concerning children's development or wellbeing

- maintain a daily record of the names of the children being cared for on the premises, their hours of attendance and the names of each child's key person — 14/01/2016
- ensure that the premises and equipment are fit for purpose and organised in a way that meet children's needs; with particular regard to ensuring that all resources, toys and the premises are clean and suitable for childcare, and that an appropriate temperature is maintained inside the setting. — 14/01/2016

To meet the requirements of the Early Years Foundation Stage the provider must:

	Due Date
plan challenging and enjoyable experiences that meet each child's needs to promote good progress in their learning and development	14/01/2016
ensure staff use their assessments of children's learning, and information from parents and other professionals, to monitor children's progress and identify their next steps in learning	14/01/2016
take reasonable steps to provide opportunities for children, whose first language is not English, to develop and use their home language in play and learning	14/01/2016

Inspection activities

- The inspector observed children's learning during activities indoors and outdoors.
- The inspector looked at samples of children's assessment folders, records and a range of other documentation.
- The inspector spoke with the staff, children and parents at appropriate times throughout the inspection.
- The inspector met with the manager and spoke to a representative from the committee.

Inspector

Melissa Cox

Inspection findings

Effectiveness of the leadership and management is inadequate

Safeguarding is ineffective. Staff's safeguarding knowledge is poor, despite attending recent training. They fail to notice, or act on signs that children may be at risk of harm. The safeguarding policy and procedures are out of date. Not all the staff's suitability is assured through secure recruitment procedures, including Disclosure and Barring Service checks. The provider and manager have a poor understanding of their responsibility to ensure staff's ongoing suitability. Record keeping is poor. The manager does not work with staff to improve their teaching practice or discuss their concerns. Training is not used to good effect.

Quality of teaching, learning and assessment is inadequate

Despite their qualifications, the manager and staff do not have sufficient knowledge and understanding of how children learn. Planned group activities do not meet children's needs. Children are reluctant to join in, but staff often insist they do. Children are left to occupy themselves for long periods. Staff do not support children's communication and language development, including those who are learning English as an additional language. Children's individual progress is not securely assessed or supported. Parents, and others involved in children's learning, do not have an accurate picture of children's progress. Support for children with additional needs is ineffective and places these children at a disadvantage. The manager fails to ensure staff follow guidance from professionals involved in children's care.

Personal development, behaviour and welfare are inadequate

The committee does not ensure the premises and resources are fit for purpose. Staff leave the main door open for children to play outdoors, but fail to act when children indicate they are cold. Children struggle to keep warm indoors. The carpet is soiled, and children play with broken or dirty toys. Staff do not build secure attachments with children. They make insensitive comments and treat children's work with poor regard. Poor behaviour management strategies have a negative impact on children's self-esteem. Staff isolate children from the group, without adequate explanation. Children's health needs are not met. Staff administer non-prescribed medication without written parental consent. Staff do not promote children's understanding of safety, healthy eating, or their independence skills. Children are poorly prepared for their future learning and school.

Outcomes for children are inadequate

Children, particularly those with additional needs and those who are learning English as an additional language, are not making expected levels of progress.

Setting details

Unique reference number	133687
Local authority	Oxfordshire
Inspection number	841002
Type of provision	Full-time provision
Day care type	Childcare - Non-Domestic
Registers	Early Years Register, Compulsory Childcare Register, Voluntary Childcare Register
Age range of children	2 - 5
Total number of places	26
Number of children on roll	32
Name of provider	Sacred Heart Pre-School Committee
Date of previous inspection	19 January 2010
Telephone number	01491 413892

Sacred Heart Pre-School in Henley opened in 1977. It operates from separate premises located in the grounds of the Sacred Heart RC Primary School, in Henley-on-Thames, Oxfordshire. The pre-school opens on weekdays, during school term times, from 8.45am to 3pm. The setting receives funding to provide free early education for children aged two, three and four years. The pre-school employs five members of staff, two of whom are full-time. All staff hold appropriate early years qualifications.

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