

## **Compliance action taken for childcare provision**

EY288984/C329961

**Date:** 02/11/2017

### **Summary of outcome**

On 25 October 2017, we received a notification from an outside agency that a child was able to leave the premises unsupervised. We needed to investigate this concern to see whether the provider was meeting the requirements of registration on the Childcare Registers; particularly in relation to 'Arrangements for safeguarding children', 'Suitability and safety of premises and equipment' and 'Matters affecting the welfare of children'.

On 27 October 2017, we made an unannounced visit to the setting. We found that a child had been able to leave the premises unsupervised. This is because systems in place for risk assessment are not effective in keeping children safe from harm. For example, the risk of children being able to leave the premises unsupervised when the main door to the hall is left open so that staff working alone with other children are not isolated, was not identified appropriately. Actions taken to minimise the risk of children being able to leave the premises unsupervised such as by having a member of staff in reception, are not in place at all times when sessions are operational. Leaders and managers do not ensure that systems in place to carry out daily risk assessments are being followed by staff who are responsible for the sessions. The provider has since reviewed the risk assessment and made changes so that risks to children are reduced or removed.

We also found that those who take the lead for safeguarding and other staff failed to follow procedures to protect children from harm. This is because leaders and managers do not act in a timely manner to protect children from harm in line with the Local Safeguarding Children Board procedures. They do not ensure that the policies and procedures in place to safeguard children are clear and understood by all staff. For example, the safeguarding policy does not contain the procedures to follow in the event of an allegation against staff or if a child comes to harm on the premises such as if a child goes missing.

In addition to this, we found that the provider did not notify Ofsted of this incident. We have also, since the visit, found that the provider has failed to notify Ofsted of changes to those responsible for the setting and this means we have not been able to carry out the required suitability checks on these people.

We looked at documents such as records relating to staff qualification and training and children's attendance. We found that there are appropriately qualified staff for the numbers of children attending and, where necessary, children are provided with one to one key workers. The provider ensures that there is a member of staff with an appropriate first aid qualification at all times. However, systems in place to share information with staff who are new to the setting are not effective in providing them with the knowledge, skills and experience they need to appropriately safeguard the children in their care. In addition to this, records relating to children's attendance are not accurate and do not always record their hours of attendance.

Following our visit, we issued the provider with an initial warning letter for failing to notify Ofsted of changes and significant events which may affect their suitability. We also issued a notice to improve which requires the provider to:

- ensure that policies and procedures in place to safeguard children include the procedures to follow in the event of an allegation against staff and if children come to harm whilst on the premises, such as if they go missing
- make sure that all staff working with children receive appropriate training and understand the setting's policies and procedures to safeguard children
- ensure those who take the lead for safeguarding understand the Local Safeguarding Children Board procedures and can act in a timely manner when there are concerns about children's welfare
- improve systems for induction to the setting so that staff have the appropriate skills, knowledge and experience to carry out their roles effectively
- monitor that systems in place to minimise the risk of harm to children are being maintained and followed by staff who are responsible for services
- ensure systems to record the daily hours of children's attendance are consistently followed and accurate at all times

On 16 November 2017, the provider submitted a written response to these actions. We are satisfied with the action the provider has taken. The provider continues to be registered with Ofsted.

### **Publication of compliance action**

We aim to ensure that the welfare of children and young people is protected in the services we regulate. The Childcare Act 2006 and accompanying regulations set out our responsibilities to regulate childminders and childcare providers. This includes the enforcement powers we have in relation to those registered providers who do not comply with the requirements for registration.

We publish details of any actions we take, or the childminder or childcare provider takes to bring about compliance with requirements on our website for a period of five years commencing on the date we complete our investigation.

For further information please read the *Early years compliance handbook* which can be found here at [www.gov.uk/government/publications/early-years-provider-non-compliance-action-by-ofsted](http://www.gov.uk/government/publications/early-years-provider-non-compliance-action-by-ofsted) .