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27/10/2009

The Forest Chapel Playgroup
The Forest Chapel
Charnwood Drive
Leicester Forest East
Leicestershire
LE3 3HL

Our Reference 226487

Dear Mrs Ruth Lynam

Outcome of monitoring visit for provision judged as inadequate

An Ofsted inspector, Mark Evans, carried out a monitoring visit of your provision on 21/10/2009. This visit follows on from your inspection where the provision was judged to be inadequate.

Outcome of the visit

As a result of our inspection on 16/09/2009, we sent you a welfare requirements notice.

In addition to the welfare requirement notice you were also issued a notice to improve. The welfare requirements notice required you to ensure that the safeguarding policy is in line with the Local Safeguarding Children Board in relation to the procedure to follow in the event of an allegation being made against a member of staff; obtain an enhanced Criminal Records Bureau (CRB) Disclosure in respect of every person aged 16 or over' who works directly with children or lives or works on the childcare premises; undertake risk assessment and maintain a record of all aspects of the environment that need checked on a regular basis and ensure that hazards to children both in and outdoors are kept to a minimum.

The notice of improvement required you to ensure that the complaints policy includes the procedure to investigate all written complaints relating to the requirements and that complainants are notified of the outcome of the investigation within 28 days; ensure all documentation with regard to children's personal details are easily accessible and available for inspection; display the certificate of registration and work in partnership with parents to identify what children know and can do in relation to the six areas of learning when they first start at the setting.

Having considered all the evidence, the inspector is of the opinion that at this time the setting is making satisfactory improvement overall.

Overall effectiveness of the improvement and outcomes for children

The provider has made satisfactory progress in meeting the actions set out in the welfare requirement notice and notice to improve. Since the last inspection the provider has liaised with the local authority to review policy and practice in order to develop and improve the childcare service. Although the provider is accessing local authority support, she is also taking personal responsibility to complete actions.

The safeguarding children policy has been reviewed and up-dated. The policy includes reference to the Local Safeguarding Children Board guidelines and the procedure to follow in the event of an allegation being made against a member of staff. Although improvement has been made to safeguarding policy, the provider is to further develop some aspects of detail to ensure clarity for referral to the Children and Young People Services. The provider is currently developing recording procedures for all suitability checks. She has devised a Criminal Records Bureau (CRB) check record form which includes details of all staff and volunteers and their stages of application for the disclosure. All staff and volunteers either hold a completed CRB disclosure or have an application in process. Recruitment policy states that those without a current CRB disclosure do not have unsupervised access to children. Sound and consistent procedures for obtaining criminal records checks for all staff help to safeguard children's welfare.

Risk assessment has been undertaken, the likelihood and consequence of hazards assessed, and actions specified to reduce risk. The risk assessment includes hazards identified at a recent inspection and some additional items, such as the barriers to section off the office area, preventing children's access to the kitchen, security of premises and removal of trip hazard. In conjunction with these risk assessments, steps have been taken to ensure that hazards to children, both indoors and outdoors, are kept to a minimum. For example, the safety gate is fitted into kitchen doorway whilst children are present and a sign is displayed to remind staff of the responsibility to keep this closed. Although improvement has been made to safeguard children's safety and well-being, the provider is to continue risk assessment of the premises to ensure that all aspects of the premises are accounted for, for example, to ensure that associated risk for portable heaters is minimised.

The provider has devised a written complaints policy that confirms procedures for complaints, contact details for Ofsted and there is a complaints form for recording any concerns raised that link to the requirements of the Early Years Foundation Stage; all personal details for each child are recorded and available for inspection and the certificate of registration is displayed in the entrance area and is available to parents. These developments improve procedure for dealing with complaints, make for a more open service and help to secure children's welfare.

A system has been developed to obtain information on what children can do at their initial stage of their placement. Staff complete a form with parents to indicate children's development and interests at this early stage. This provides key persons with useful knowledge for children's starting points and information to plan their next steps. Further improvement has been to link this recorded information on what

children can do to the Early Years Foundation Stage six areas of learning and this record is to be used for future children placed at the setting.

Overall, the provider has made satisfactory progress in addressing the points for improvement. The next visit will be a monitoring visit.

Next steps

Having considered all the evidence the inspector is of the opinion that at this time:

- The setting has made satisfactory progress in addressing the points for improvement. The next visit will be a further monitoring visit.

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

A handwritten signature in black ink that reads "Sheila Brown".

Sheila Brown HMI
National Director, Inspection Delivery