

Provider Causing Concern Process **Guidance** **For Coventry Childcare Providers**

Stage 2 (of 4)

Why has the Provider been asked to engage in Stage 2 of the PCCP?

Stage 2 is initiated in response to one or more of the following triggers;

- I. the Provider has been escalated from stage 1 of the process because there has been unsatisfactory, or no progress made against the agreed action plan when reviewed by the LA Panel.
- II. the Provider has received a Requires Improvement inspection outcome by Ofsted, on a second consecutive occasion.
- III. the provision is judged as good or better by Ofsted but have received 3 or more safeguarding and Welfare complaints within the last 12 months, which the Local Authority have been made aware of by Ofsted.
- IV. following an early education funding compliance audit the Provider has not made progress in addressing the actions set by the local authority, within agreed timescales
- V. the childminder is registered with a Childminder Agency (CMA) who received an ineffective Ofsted judgement at their most recent inspection. The childminder has been escalated from stage 1 of the process because there has been unsatisfactory, or no progress made against the agreed action plan when reviewed by the LA Panel.
- VI. the childminder has been escalated to stage 2 because they are registered with a Childminder Agency who received a second and consecutive ineffective Ofsted judgement at their most recent inspection. The childminder's practice was judged to be 'good or better', by the CMA. Ofsted found the CMAs assessments to be acceptable.

What happens at Stage 2?

- The designated Officer notifies the Provider that the LA panel have determined that they have hit one of the PCCP triggers for entry into stage 2 of the process

- The Provider will be required to work co-operatively with LA Officers, to address and evidence progress made against the agreed action plan to drive quality forward and/or comply with the early education entitlement funding requirements
- The Provider will be required to attend formal meetings with the LA Panel to discuss progress against the action plan. A representative of their choice may attend the meeting but will not be permitted to engage with panel unless that person is the Manager of the provision.
- Information in relation to progress continues to be recorded by the designated LA Officer in preparation to be shared with the LA panel
- A judgement will be made on what sufficient progress means, based on individual circumstances and on the assessment of LA Officers working intensively with the Provider
- The LA panel will monitor the current funding position with a view to withdrawing / ceasing funding if the provider is escalated to stage 3 or 4 of the PCCP
- A Provider may appeal a decision made by the LA Panel to withdraw / suspend funding by following the appeals process.

Timescale of Stage 2:

- The LA panel will determine whether sufficient progress has been made in respect of required improvements and these will be demonstrated by the 3rd panel meeting or sooner. (Within a maximum of 9 months).
- A judgement will be made on what sufficient progress means based on individual circumstances and on the assessment of LA Officers working intensively with the Provider.
- Where it is deemed that sufficient progress has not been made, the Provider will be formally notified that they will be escalated to stage 3 or stage 4.

Potential outcomes of Stage 2:

- Return to PCCP Stage 1
- Remain at PCCP stage 2
- Escalate to PCCP stage 3 or stage 4 in response to lack of progress and or change of circumstances
- Exit the PCCP process

What if the Provider receives an Ofsted inspection whilst engaged at Stage 2?

If the Provider has been asked to engage in the process because of concerns relating to the requirements of the Statutory Framework for the Early Years Foundation Stage;

- An LA Officer will make themselves available to attend the Ofsted inspection feedback.
- Where a provider is re-inspected and receives a good or better Ofsted outcome, they will exit the process following the publication of the Ofsted inspection report.

- Where the provider is a childminder who is registered with a Childminding Agency, who at re-inspection achieves an ‘Effective’ outcome, the childminder will exit the process following consultation with the Childminder Agency about support provided and progress to date.
- Where a Provider has an RI judgement and on re-inspection receives a third consecutive RI, they may be retained at stage 2 or escalated to stage 3, where the LA panel feel sufficient progress has not been made.
- Where a provider has an RI judgement and on re-inspection is judged as inadequate, they will be escalated to stage 3.
- Where a newly registered provider is inspected and receives an inadequate judgement, they will be escalated to stage 3

Where the LA has asked the provider to engage in the PCCP for reasons relating to non-compliance against the requirements for the delivery of early education entitlement funded places, they will remain in the process until the LA panel are satisfied that all actions have been addressed. This may involve escalation to a higher level of the PCCP and could ultimately result in the removal of the providers ability to deliver funded places where they do not address actions within agreed timescales.

A Childcare Provider will exit the process when one of the following occur

- The Provider is re-inspected and achieves a good or better inspection outcome
- The Childminding Agency which the provider is registered with is re-inspected and achieves an ‘effective’ outcome judgement.
- A Childminder who is registered with a Childminding Agency, leaves the Agency because they have successfully achieved registration with Ofsted.
- The Provider is re-inspected and achieves a ‘met’ outcome because they do not have any early year’s children on roll
- The Provider no longer delivers childcare services to children in the early years age group or has changed the type of registration they hold, for example - a childminder becomes a Nanny.
- Issues raised by the LADO have been addressed and the provider is no longer a cause for concern.
- The Provider has satisfactorily completed all actions in relation to compliance against the delivery of Early Education Funding entitlements

Information for the designated LA Officer at PCCP Stage 2	
<p>Frequency of meeting: Every 3 months or sooner</p> <p>Venue: Meeting 1~Formal venue: Council building/Teams Meeting Meeting 2~Formal venue: Council building/Teams Meeting Meeting 3~Formal venue: Council building/Teams Meeting or the childcare provision (<i>To be determined by LA Panel</i>)</p>	<p>Duration:</p> <p>LA Officers information share (pre-meeting) 1 hour (approximately)</p> <p>Meetings 1, 2 & 3 - 1 hour (approximately)</p>

<p>Type of meeting:</p> <ul style="list-style-type: none"> • Pre-meeting for LA Officers to update senior managers on progress prior to all meetings in stage 2 of the PCCP • Meeting 1 ~ formal discussions with the Provider as to why they have been required to enter stage 2 and review progress • Meeting 2 ~ review progress • Meeting 3 ~ review progress with a view to deciding whether the Provider remains at stage 2 or is escalated to stage 3 or stage 4. 	<p>Meeting attendees required:</p> <ul style="list-style-type: none"> • Pre-meeting LA Officer/s working with the provider Senior Managers • Meeting 1 The Provider (Registered Person and Manager) LA Officer/s working with the provider Senior Managers • Meeting 2 The Provider (Registered Person and Manager) LA Officer/s working with the provider Senior Managers • Meeting 3 (Registered Person and Manager) The Provider LA Officer/s working with the provider Senior Managers
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