

Provider Causing Concern Process

Guidance:

For Childcare Providers and Local Authority Officers

Stage 1 (of 4)

Why has the Provider been asked to engage in Stage 1 of the PCCP?

Stage 1 is initiated in response to one or more of the following triggers;

The Provider is

- I. a newly registered Provider, who has not yet had an inspection report published and the local authority have concerns
- II. a Provider who receives an inspection grading of
 - 'not met' in the safeguarding standards category and/or
 - is a provider who delivers Early Learning Places for two-year-olds, who receives a 'needs attention', or 'not met' in the 'leadership and governance category
- III. has failed to engage in the initial stages of the Early education compliance audit process.
- IV. a Position of Trust (POT) meeting has identified safeguarding actions for completion by the provider.
- V. the childminder is registered with a Childminder Agency (CMA) who received an ineffective Ofsted judgement at their most recent inspection.

What happens at Stage 1?

- The designated Officer contacts the Provider to notify them that they will enter the PCCP because they meet one or more of the above-mentioned criteria.
- 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
- Information and recommendations about the Provider are recorded by the designated LA Officer on the PCCP record, in preparation to be shared with the LA panel.
- The Provider is not required to formally meet with the LA Panel at stage 1 of the PCCP, representations to panel will be made by the designated Officer on the Providers behalf.
- LA Panel members review completed PCCP records, updated action plan and provide feedback to LA Officers.
- Decisions made by the panel will be fed back to the Provider via their designated LA Officer.

Timescale of Stage 1:

- Provider progress will be reviewed on at least three separate occasions by 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.
- Where it is deemed that sufficient progress has not been made the Provider will be formally notified that they will be escalated to stage 2, 3 or 4.

Potential outcomes of Stage 1:

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

What if the Provider, Independent School or Childminder Agency receives an Ofsted inspection whilst engaged at Stage 1?

- An LA Officer will make themselves available to attend the Ofsted inspection feedback.
- Where a Provider or Independent School is re-inspected and achieves '**expected standard**', '**met**' or better grading, in Leadership and Governance or Safeguarding Standards, they will exit the process following the publication of the inspection report.
- Where a Provider or Independent School who offers Early Learning for two-year-old places and currently holds a '**needs attention**' or '**not met**' grading in Leadership and Governance or Safeguarding, is re-inspected and receives a second '**needs attention**' / '**not met**' grading in these areas, they will be escalated to stage 2.
- Where a Provider has a '**needs attention**' grading and at re-inspection achieves a grading of '**urgent improvement**', they will be escalated to stage 3.
- Where a newly registered Provider achieves the '**expected standard**', '**met**' or better grading, in Leadership and Governance or Safeguarding Standards or better at the first inspection, they will exit the process following the publication of the inspection report.
- Where a newly registered Provider who is currently in the process, is inspected and achieves a '**needs attention**' grading in Leadership and Governance, they may be escalated to stage 2.
- Where a newly registered Provider who is currently in the process is inspected and achieves an '**urgent improvement**' grading in Leadership and Governance, they will be escalated to stage 3.
- 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.

- Where the provider is a childminder who is registered with a Childminding Agency, who at re-inspection achieves a second consecutive **‘ineffective’** outcome, the childminder may be escalated to stage 2.

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, Independent School or Agency Childminder will exit the process when one of the following occur

- The Provider is re-inspected and achieves a grading of **‘expected standard’** or better in Leadership and Governance or a grading of **‘met’** against the Safeguarding Standards.
- The Childminder is re-inspected and achieves a **‘met’** outcome because they do not have any early year’s children on roll.
- The Childminding Agency with whom the Childminder is registered, is re-inspected and achieves an **‘effective’** outcome grading.
- A Childminder who is registered with a Childminding Agency, leaves the Agency because they have successfully achieved registration with Ofsted.
- 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
- 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.

Information for the designated LA Officer at PCCP Stage 1	
Completion of Documentation: • Officer completes standard PCCP template record in preparation for LA panel meeting • Officer ensures action plan is updated to demonstrate evidence of any progress achieved Following panel meeting: • Feedback section of the PCCP record completed by panel and forwarded to designated LA Officer.	Frequency of panel: • Every 3 months as per pre-arranged schedule.

Decision Making Process: • Designated LA Officer must ensure that the most recent action plan and PCCP record have been completed and uploaded to the PCCP meeting folder by the scheduled meeting date. • LA Panel members consider PCCP record and action plan to identify that progress is being made	Panel members: • Senior LA Officer/s
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