



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 650031

INSPECTION DETAILS

Inspection Date 23/06/2004
Inspector Name Lisa Paisley

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name Billericay Methodist Pre School
Setting Address Western Road
Billericay
Essex
CM12 9DT

REGISTERED PROVIDER DETAILS

Name The Committee of Billericay Methodist Pre School Committee

ORGANISATION DETAILS

Name Billericay Methodist Pre School Committee
Address Western Road
Billericay
Essex
CM12 9DT

ABOUT THE INSPECTION

The purpose of this inspection is to assure government, parents and the public of the quality and standard of day care. When making judgements, inspectors have regard to how well the provider meets the National Standards for under Eights Day Care and Childminding. A list of these is attached. The report identifies strengths and areas for improvement.

This inspection report must be made available to all parents.

Information about the setting

Billericay Methodist Pre School operates as a committee run facility and has been open since 1982. It operates from Billericay Methodist Church Hall, utilising a divided large hall. The group have their own toilet area, storage and a grassed area for outside play. The pre-school serves the local area.

There are currently 47 children from 2 to 5 years on roll. This includes 22 funded 3 year olds and 18 funded 4 year olds. Children attend for a variety of sessions. The setting currently supports a small number of children who have special needs.

The group opens five mornings a week during school term times. Sessions are from 09:30 until 12:00.

Ten staff work with the children. Less than half the staff have early years qualifications to NVQ level 2. Three staff are currently working towards a recognised early years qualification. The setting receives support from the Early Years Development and Childcare Partnership (EYDCP) and the Pre School Learning Alliance (PSLA).

How good is the Day Care?

Billericay Methodist Pre-school provides satisfactory care for children.

Space, staff and resources are generally well organised to meet children's individual needs. The environment is warm and welcoming, children's artwork is displayed and plenty of information is made available for parents. The group has a range of toys and equipment. Documentation and records are in place, however there is no operational plan or fire log book and the complaints, behaviour management and child protection policies are not in accordance with the national standards.

Staff ensure that children are safe at all times and they minimise potential hazards. Staff have an understanding of health and hygiene routines and they act in the children's best interest when they are ill. Snacks are provided in a relaxed sociable atmosphere with staff close by supporting children to become independent. Staff are aware of their responsibility for safeguarding children and they have obtained the recent Department of Health summary booklet.

Children are involved in a broad range of activities. They are encouraged to make

choices and supported to learn new skills. Staff recognise and value children's differences; however resources and activities reflecting diversity are limited. Staff understand how all children may have a special need at some time and that their needs may be long or short term. The recent Sure Start Booklet on Early Years and recent information about the Disability Discrimination Act have not yet been obtained. Staff use consistent methods for managing children's behaviour, taking into account their individual stages of development.

Staff develop a professional relationship with parents and are committed to ensuring that information is shared.

What has improved since the last inspection?

At the last inspection the group agreed to: conduct a risk assessment on the premises identifying action to be taken to minimize identified risks; ensure that staff working with children and the committee's nominated person have been vetted; devise and implement a clear policy, understood by all staff and discussed with parents regarding the administration of medication; ensure that the child protection statement includes procedures to be followed in the event of an allegation made against a member of staff; ensure that there are operational procedures in place for the safe conduct of any outings (this also refers to obtaining written permission from all parents for taking children on outings); obtain written parental permission for seeking any necessary medical advice or treatment; ensure that all low level sockets are safe; ensure that written permission is obtained prior to administering medication to children and devise a policy about the exclusion of children who are ill or infectious which is discussed with parents.

All vetting procedures are now in place and vetted staff supervise children at all times. Written procedures are in place regarding risk assessments and ensuring that all low level sockets are safe has minimized risks.

Sickness and medication policies have been implemented and a statement regarding allegations made against a staff member has been included in the child protection policy. Further development of the complaints, behaviour management and child protection policies and an operational plan are required.

Written parental consent has been obtained with regard to outings and seeking emergency medical advice or treatment ensuring that parents are better informed about the care of their children. However, there is no clear system for recording medication administered.

What is being done well?

- Children are involved in a balanced range of activities within the setting, planning incorporates children's developmental needs. There are opportunities for threading large, medium and small beads, matching and sequencing beads, and a variety of constructive, imaginative and creative play.

- Staff are interested and value what the children have to say and do, staff extend play activities, they sit with children at their level and they have a good understanding of children's individual needs.
- Staff are consistent and sensitive in managing children's behaviour; methods used are appropriate to children's developmental and individual needs.
- Staff work hard at developing good relationships with parents, there is a warm welcome for all parents at the beginning and end of sessions, staff deal with issues sensitively maintaining confidentiality at all times.

What needs to be improved?

- equal opportunities by ensuring a wider range of resources and activities are available that reflect diversity
- documentation by devising a system for recording any medication administered, updating policies for complaints, behaviour management and child protection and ensuring that all records are consistent with the National Standards and Guidance.

Outcome of the inspection

Satisfactory

CONDITIONS OF REGISTRATION

All registered persons must comply with all conditions of registration included on his/her certificate of registration.

As a result of this inspection conditions of registration have been imposed / varied / removed and a new certificate of registration will be issued.

WHAT NEEDS TO BE DONE NEXT?

The Registered Person must take the following actions by the date shown

Std	Action	Date
14	Devise a system for recording any medicines administered to children.	23/07/2004

The Registered Person should have regard to the following recommendations by the time of the next inspection

Std	Recommendation
9	Ensure that children have an appropriate range of activities and resources that promote equality of opportunity and anti-discriminatory practice.

14	Update records in accordance to the National Standards and Guidance. (This relates to the operational plan, fire log book, complaints, behaviour management and child protection polices.)
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SUMMARY OF NATIONAL STANDARDS

STANDARD 1 - SUITABLE PERSON

Adults providing day care, looking after children or having unsupervised access to them are suitable to do so.

STANDARD 2 - ORGANISATION

The registered person meets required adult: child ratios, ensures that training and qualifications requirements are met and organises space and resources to meet the children's needs effectively.

STANDARD 3 - CARE, LEARNING AND PLAY

The registered person meets children's individual needs and promotes their welfare. They plan and provide activities and play opportunities to develop children's emotional, physical, social and intellectual capabilities.

STANDARD 4 - PHYSICAL ENVIRONMENT

The premises are safe, secure and suitable for their purpose. They provide adequate space in an appropriate location, are welcoming to children and offer access to the necessary facilities for a range of activities which promote their development.

STANDARD 5 - EQUIPMENT

Furniture, equipment and toys are provided which are appropriate for their purpose and help to create an accessible and stimulating environment. They are of suitable design and condition, well maintained and conform to safety standards.

STANDARD 6 - SAFETY

The registered person takes positive steps to promote safety within the setting and on outings and ensures proper precautions are taken to prevent accidents.

STANDARD 7 - HEALTH

The registered person promotes the good health of children and takes positive steps to prevent the spread of infection and appropriate measures when they are ill.

STANDARD 8 - FOOD AND DRINK

Children are provided with regular drinks and food in adequate quantities for their needs. Food and drink is properly prepared, nutritious and complies with dietary and religious requirements.

STANDARD 9 - EQUAL OPPORTUNITIES

The registered person and staff actively promote equality of opportunity and anti-discriminatory practice for all children.

STANDARD 10 - SPECIAL NEEDS (INCLUDING SPECIAL EDUCATIONAL NEEDS AND DISABILITIES)

The registered person is aware that some children may have special needs and is

proactive in ensuring that appropriate action can be taken when such a child is identified or admitted to the provision. Steps are taken to promote the welfare and development of the child within the setting in partnership with the parents and other relevant parties.

STANDARD 11 - BEHAVIOUR

Adults caring for children in the provision are able to manage a wide range of children's behaviour in a way which promotes their welfare and development.

STANDARD 12 - WORKING IN PARTNERSHIP WITH PARENTS AND CARERS

The registered person and staff work in partnership with parents and to meet the needs of the children, both individually and as a group. Information is shared.

STANDARD 13 - CHILD PROTECTION

The registered person complies with local child protection procedures approved by the Area Child Protection Committee and ensures that all adults working and looking after children in the provision are able to put the procedures into practice.

STANDARD 14 - DOCUMENTATION

Records, policies and procedures which are required for the efficient and safe management of the provision, or to promote the welfare, care and learning of children are maintained. Records about individual children are shared with the child's parent.