



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 123615

### INSPECTION DETAILS

Inspection Date 03/02/2004  
Inspector Name Christine Pettitt

### SETTING DETAILS

Day Care Type Sessional Day Care  
Setting Name Southdown Methodist Pre-School  
Setting Address 130a Southdown Road  
Harpenden  
Hertfordshire  
AL5 1PU

### REGISTERED PROVIDER DETAILS

Name The Committee of Southdown Methodist Church Pre-school

### ORGANISATION DETAILS

Name Southdown Methodist Church Pre-school  
Address 130a Southdown Road  
Harpenden  
Hertfordshire  
AL5 1PU

## 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

The pre-school operates from Southdown Methodist Church Hall in the Southdown area of Harpenden. It is affiliated to the church, run by a committee from the church and serves the local community. It is registered for 28 children aged 2 years 6 months to 5 years. The pre-school currently offers sessions, term time only, on every weekday morning except Wednesdays from 09.15 to 12.00 noon. There are currently 18 children on the register.

The group use a first floor room in the premises and have use of toilets situated close to the room. There is no outside play area, but they are able to use an additional hall for physical play.

There are a total of 5 core staff, including the leader. The leader has a relevant qualification. The staff are working towards the minimum qualification requirements. A member of staff is currently engaged in completing NVQ level 3. The pre-school has experience of taking children with a variety of special needs.

The pre-school is closely linked with the Grove Infant school through the Government's QTI initiative. There are currently no funded 3 or 4 year olds attending the pre-school.

### How good is the Day Care?

Southdown Methodist Pre-School provides good care for children.

A welcoming, caring and warm atmosphere is evident. The staff are aware of safety and hygiene issues and incorporate these with the children in their daily routine. Safety procedures are reviewed regularly, one area has been identified for improvement.

The children have the opportunity to progress in their development from the varied stimulating activities, the routine and staff interaction. Opportunity for learning is incorporated in all aspects of the session. The curriculum planning incorporates the early learning goals relating to topics. This is extended by using recording sheets to identify each child's development with regard to various activities and includes elements from the stepping stones. A review of the frequency of the recording is to take place. A key worker system is in place. A sound approach towards behaviour management is evident.

A positive relationship has been established with parents. They are made welcome into the pre-school and receive ongoing information by daily contact, newsletters and the notice board. Parents are invited to various events including an open morning.

The current staff team are working towards the minimum staff qualification requirement by attending relevant training. An induction programme for new staff is to be implemented. There is a commitment to equal opportunities and children with special needs. There are well formulated policies with regard to these issues, which appear to be adhered to and promote effective practice.

The pre-school has the required documentation which is kept on the premises. There is a comprehensive collection of appropriate policies which are the basis of the pre-school practice. There are two policies which require additional information. There is an awareness of confidentiality issues. The staff review and evaluate their practice frequently.

#### **What has improved since the last inspection?**

There were no actions following the previous inspection.

#### **What is being done well?**

- There is a policy relating to the role of the staff, meeting the learning intentions of the pre-school, which covers the importance of staff interaction and input. This appears to be implemented well by the staff team. They ask children questions to gauge their understanding before extending information for the children. Varied means are used to develop language during a session, for example, creative activities, use of puppets, circle and snack time. The staff join the children on an individual basis with the child's chosen activity. Play resources are arranged attractively to encourage children to participate.
- Staff are genuinely interested in each child and make the children aware of this in their warm approach. Information regarding the child's individuality is obtained through using an, All about Me, form which includes family and home information. Children with special needs are welcomed into the pre-school. The SENCO person has attended training and is aware of liaising with other agencies for the benefit of the child.
- There is a well written behaviour management policy which emphasis the importance of positively encouraging acceptable behaviour and the self esteem of the child. The policy is a working document. Unacceptable behaviour is dealt with in a quiet, low key manner, taking the child aside for a talk on an individual basis, giving explanations and encouragement to behave. The children are responsive to staff requests and appear to enjoy the good relationships with the staff.

#### **What needs to be improved?**

- the procedures to include an induction programme for new staff
- the policy for non collection of children to include a procedure in the event of a child being lost
- the details in the child protection policy to include signs which may indicate abuse
- the frequency of recording the children's development
- the security of the pre-school area.

### Outcome of the inspection

Good

### 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 should have regard to the following recommendations by the time of the next inspection

Std	Recommendation
6	Devise a procedure in the event of a child being lost.
2	Provide an induction programme for new staff.
3	Review the frequency of recording the children's development.
6	Review procedures regarding security.
13	Extend the child protection policy for staff information to include signs which may indicate abuse.

## **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.*