



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 131800

INSPECTION DETAILS

Inspection Date 01/07/2003
Inspector Name Christine Stimson

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name Acacia Grove Playgroup
Setting Address Cambridge Avenue
New Malden
Surrey
KT3 4LE

REGISTERED PROVIDER DETAILS

Name Mrs Jennifer Waight

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 Acacia Grove playgroup is situated in New Malden and operates in a large hall which is the club house for the Malden Wanderers. The hall backs directly onto the fenced cricket ground of the club. There is a patio area where children can enjoy outside play on their bikes or in the sand and water trays. The playgroup serves the local community and is situated close to local bus routes and the railway station.

There are currently 70 children from two to five years on roll with up to 32 attending each day.

Children can attend a variety of sessions. The group welcomes children with special needs and four staff are SENCO trained.

The group opens Monday to Friday from 9.15 to 12.15 term time only.

There is a bank of eight staff, six of whom are on duty each day. Five of the staff have early years qualifications and all the staff embrace training opportunities.

How good is the Day Care?

Acacia Grove playgroup provides good care for children. The group have consistent staff, many of whom have childcare qualifications. An effective key worker system enables staff to establish consistent and good relationships with children and parents. Parents have access to the groups policies and procedures and their input is welcomed.

The leader has worked in the group for 25 years and plans activities for children based on the foundation stage of learning, even though the group is not funded for three to four year olds.

There is a wide range of toys, activities and books that children are free to explore. Staff are aware of the need to work in a safe environment, and the security of the premises is good. However, risk assessments on the premises are formally carried out annually, and the frequency of this needs to be increased. Some areas of the health and safety procedures that are in place need to be looked at, to ensure staff and children are not put at risk.

Record keeping and documentation is satisfactory, but occasionally lacks necessary detail.

All children are treated as individuals and their needs met.

What has improved since the last inspection?

all staff have now had CRB checks (standard 1)

the staff ratio is maintained at all times (standard 2)

all fire drills are now being logged (standard 6)

annual risk assessments are being done (standard 6)

medication is now stored safely, and a medication policy has been devised (standard 7)

there is a system for recording details of the administration of medicine to children, which includes obtaining written consent from parents (standard 7)

there are increased resources that reflect people from different cultures and of all abilities (standard 9)

a copy of the special needs code of practice is on site; a special needs statement has been devised (standard 11)

there is now a system for sharing each child's developmental progress with parents on a regular basis (standard 12)

a copy of the area child protection committee procedures is in place (standard 13)

What is being done well?

- more than 50% of staff have the appropriate qualifications, and all staff embrace training opportunities (standard 2)
- well thought out planning of activities with good interaction by staff who know the children well (standard 3)
- children can reach their toys and equipment easily and are keen to join in with activities (standard 5)
- staff are deployed effectively and are vigilant about childrens' safety (standard 6)
- children are included and their differences acknowledged and valued (standard 9 & 11)
- a warm and welcoming environment is provided for parents and children (standard 12)

What needs to be improved?

- staffs' health details need to be checked before being employed (standard 1)
- hot and cold water should be available for children to wash their hands after using the toilet (standard 4)
- risk assessments of the premises need to be carried out more frequently (standard 6)
- plastic gloves need to be available in the first aid box (standard 7)
- all entries in the medication book need to be acknowledged by parents (standard 7)
- policy relating to sick and infectious children needs to be devised ?(standard 7)
- incidents should be recorded in a confidential manner (standard 11)
- complaints or concerns should be recorded, and the complaint policy should contain details of the regulator (standard 12)
- procedure to be devised in the event of an allegation being made against a member of staff (standard 13)

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
4	ensure good hygiene practices are in place regarding hand washing
7	devise and implement a policy about the exclusion of children who are ill or infectious and make sure parents are made aware of it
12	make sure the written statement that provides details of the procedure to be followed if parents have a complaint, contains the name, address and telephone number of the regulator. Ensure a record of all complaints/concerns is maintained
13	the child protection statement should contain a procedure that shows how

	an allegation against a staff member would be dealt with
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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.