



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 113382

### INSPECTION DETAILS

Inspection Date 13/09/2004  
Inspector Name Michelle Ann Parham

### SETTING DETAILS

Day Care Type Sessional Day Care  
Setting Name Bosham Community Pre-School Playgroup  
Setting Address Brooks Lane  
Bosham  
Chichester  
West Sussex  
PO18 8LA

### REGISTERED PROVIDER DETAILS

Name The Committee of Bosham Community Playgroup 1028270

### ORGANISATION DETAILS

Name Bosham Community Playgroup  
Address Bosham Community Playgroup  
Brooks Lane, Bosham  
Chichester  
West Sussex  
PO18 8LA

## 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

Bosham Community Pre-school Playgroup is situated in the local church hall and has been a registered provision since 1971. It is a registered charity, managed by a parent committee.

The preschool serves children from the local community. Children have use of a hall, with stage area and toilet facilities. There is also a rear garden area suitable for outside play.

The provision is open term time only, Monday to Friday, from 09:15 to 13:00. It is the policy of the pre-school to accept children from the age of two years six months. At the time of the inspection, twenty-two children were on the register, including fifteen three year olds who are in receipt of funding. The group are able to offer appropriate support to children who have a recognised special educational need and children who speak English as an additional language. At the time of the inspection, five members of staff were employed to work with the children, the majority of which hold or are working towards relevant early years qualifications. The group receives support from the Early Years Development & Childcare Partnership and is a member of the Pre-school Learning Alliance.

### How good is the Day Care?

Bosham Community Preschool Playgroup offers good quality care for children.

All staff are experienced and the majority are suitably qualified for the position they hold. They have a good understanding of the fourteen national standards and meet them effectively. The facility is comfortable and staff organise the premises well, having written procedures in place to ensure it is maintained and suitable for use. Resources are stimulating, varied and well maintained, however some improvement is required in regard to storage and children's independent access. Most of the required documentation is in place to support sharing of information and confidentiality is maintained. However, some documentation is in need of formalising.

Staff give high priority to monitoring a secure premises and the safety of children at all times. Children's dietary needs are met in accordance with parents' wishes and the staff act appropriately to promote children's health and well-being. The staff are experienced in caring for children with special needs. They also have an

understanding of child protection and are able to deal with concerns appropriately.

Staff recognise children as individuals and meet their differing needs well. They plan and provide suitable activities to ensure the children have a stimulating environment. They manage behaviour sensitively and the quality of interaction is good and enhances aspects of children's development. The children enjoy attending, are happy, settled and relate well to the staff and each other.

There is very good partnership with parents and carers. The relationships are trusting, open and friendly. Parents are listened to, informed about the provision and have the opportunity to share information about their child.

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

not applicable.

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

- The staff interact well with the children. They organise and plan activities to extend all areas of learning. The children are given the opportunity to participate in a range of activities designed to meet their individual needs. The staff know the children well and spend time listening and talking to them. The children are occupied and interested throughout the session.
- The premises is bright, welcoming and well maintained. There is adequate play space and the children have regular access to gross motor play to promote their physical development. The staff organise the space and resources well to allow the children to play freely, with comfort and ease, developing their self confidence.
- The staff have effective procedures in place to identify risks and promote safety, all appropriate precautions are taken to prevent accidents and injury to the children. Security and safety are well addressed and staff have good procedures in place to ensure the safe arrival and departure of children with the appropriate adult.
- Most staff are first aid qualified, this ensures the well being of children in the event of an accident or an emergency. Effective procedures are in place to promote good hygiene practice and the children's good health.
- The staff have a clear understanding of equal opportunities. They know the children well and provide a caring environment and daily routines, which are designed to meet the individual needs of the children. They provided resources and activities which develop knowledge and understanding of other members of society.
- Partnership with parents is strongly supported, parents are provided with substantial information; they are generally well informed about all aspects of child care and learning. They are welcomed for any special skills that can advance children's knowledge and understanding and appreciated for any regular, hands on, involvement. Parents are happy with the service the group provides.

**What needs to be improved?**

- level of qualification for the deputy supervisor.
- documentation; in regard to staff induction and incident and existing injury recording.

**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 must take the following actions by the date shown**

Std	Action	Date
2	develop and implement an action plan that sets out how the deputy supervisor will achieve a level 3 qualification	13/10/2004

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

Std	Recommendation
5	Develop opportunity for children to self choose and initiate their own choice of play.
14	Devise and introduce an induction checklist for new staff members and a system to record any incidents or pre existing injuries.

## **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.*