



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 255211

INSPECTION DETAILS

Inspection Date 02/02/2004
Inspector Name Zaida Parveen

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name Stepping Stones Playgroup
Setting Address West Smethwick Methodist Church
St. Pauls Road
Smethwick
West Midlands
B66 1EX

REGISTERED PROVIDER DETAILS

Name West Smethwick Methodist Church

ORGANISATION DETAILS

Name West Smethwick Methodist Church
Address The Minister, West Smethwick Methodist Church
St Pauls Road
Smethwick
West Midlands
B66 1EX

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 playgroup is based in the West Smethwick Methodist Church building within walking distance of local shops and public transport. They have use of a playroom, kitchen and toilet facilities. The building is also used to provide lunchtime meals for the elderly in the community.

The setting opens week days only. Sessions are from 09:00 until 11.30.

There are three staff working with the children.

How good is the Day Care?

Stepping Stones provides unsatisfactory care for children.

Procedures for appointing and vetting to ensure their staff are suitable to work with children are ineffective. Ofsted is not kept informed of any changes that occur within the setting. The premises are clean, tidy and maintained at an appropriate temperature. The environment is welcoming for parents and is displayed with positive image posters and children's work. The range of toys and equipment available for children is limited. Documentation is incomplete; policies and procedures that are in place are not regularly reviewed.

Attention to health and hygiene is poor. Hand washing facilities are inadequate. Staff have some awareness of hazards identified inside the playroom; risk assessments are not recorded and no action is taken to minimise risks. There is a policy for outings, which includes parental permissions. Some steps are taken to promote children's safety; the front door is kept locked and staff are responsible for letting parents in. The playgroup attends to individual dietary needs well, ensuring specific requirements are met, however drinks are not freely available. Staff have some understanding of child protection issues but they do not have a copy of the current Area Child Protection Committee (ACPC) guidance or the relevant contact numbers.

The staffing ratios are not maintained appropriately. Children are having insufficient opportunity to experience a range of activities that will enhance their all round development. Some resources promote positive images, however these are not always accessible to children. Staff use consistent methods of managing children's behaviour including avoiding negative language.

Staff work well in partnership with parents and maintain a professional approach. Parents are kept informed through daily discussions. However parents are not made aware of the procedure to be followed if they have a complaint including Ofsted's contact number.

What has improved since the last inspection?

Not applicable, as there were no actions raised at the previous Inspection.

What is being done well?

- Staff have good relationships with children and meet their individual needs.
- Partnership with parents is good; they are kept informed about their children, encouraged to take part in social outings with their children and to work in the play group.

What needs to be improved?

- procedures for checking that staff are suitably qualified and/or experienced before having unsupervised access to children
- children's access to a range of toys and equipment which promote their overall development
- safety precautions including fire safety and current public liability insurance
- hand washing facilities
- access to fresh drinking water
- the range of resources which reflect positive images of culture, gender and disability
- the written complaints procedure for parents
- knowledge of current child protection procedures
- information given to Ofsted regarding changes to premises and staffing
- documentation including a written procedure for lost or uncollected children and departure times for children and staff in the daily register
- staff knowledge of policies and procedures

Outcome of the inspection

Unsatisfactory

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
1	Ensure that there are effective procedures in place for checking that staff are suitably qualified and/or experienced to work with children.	11/03/2004
6	Meet any recommendations made by the Fire Safety Officer including maintaining a Fire Log Book.	18/03/2004
6	Minimise identified hazards to the children on the premises including maintaining public liability insurance.	18/03/2004
12	Make available to parents a written statement of the procedure to be followed if they have a complaint including Ofsted's contact number.	18/03/2004
13	Ensure that the child protection procedure complies with local Area Child Protection Committee (ACPC) procedures and share appropriate information with staff and parents.	18/03/2004
14	Ensure that all records relating to playgroup activities are regularly reviewed, readily accessible on the premises and available for inspection at all times.	18/03/2004
14	Ensure that all documentation is complete and all policies and procedures are shared with staff including a written procedure for lost and uncollected children and departure times for children and staff in the attendance records.	18/03/2004

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

Std	Recommendation
3	Extend the range of resources which help children make progress in all areas of their development.
7	Ensure hand-washing facilities promote good health and hygiene

	practices.
8	Encourage children to access fresh drinking water throughout the session.
9	Increase the range of resources which reflect positive images of culture, gender and disability.

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.