



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 109855

### INSPECTION DETAILS

Inspection Date	09/09/2004
Inspector Name	Helen Mary Ball

### SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Herne Farm Pre-School
Setting Address	The Leisure Centre Herne Farm Petersfield Hampshire GU31 4PJ

### REGISTERED PROVIDER DETAILS

Name	The Committee of Herne Farm Pre School
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### ORGANISATION DETAILS

Name	Herne Farm Pre School
Address	The Herne Farm Leisure Centre Crundles Petersfield Hampshire GU31 4PJ

## 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

Herne Farm Preschool opened in 1979. The preschool is committee run and mainly serves the local area.

There are currently 16 children from two years to four years on roll. This includes 14 funded three-year olds and two funded four-year olds. Children attend for a variety of sessions. There are no children currently attending who have special needs or who speak English as an additional language.

The group opens five days a week during school term times. Sessions are from 09:30 until 12:00 on Monday, Tuesday, Thursday and Friday, and 12:15 until 14:45 on Wednesday and Friday.

One part-time and six full-time staff work with children. Three staff have early years qualifications to NVQ Level two or three. Two staff are currently working towards an early years qualification. The setting receives support from a teacher/mentor from the Early Years Development and Childcare Partnership and is a member of the Preschool Learning Alliance.

### How good is the Day Care?

Herne Farm Preschool provides good quality care for children.

The preschool makes good use of space, and the generous staff ratios enable staff to offer children individual attention when necessary. The environment is welcoming and staff are approachable. The preschool provides a varied selection of accessible toys and equipment to develop children's learning and independence. Most relevant paperwork is in place. However, some policies contain insufficient detail and procedures for completing accident, incident and medication records require improvement.

The preschool is secure and staff are vigilant in supervising children, whilst allowing them independence to move and play freely. Staff promote good hygiene routines and encourage children's independence in self-care. Staff treat children with equal concern and offer sensitive support when necessary to enable all children to participate in activities. Children with special needs are welcomed and the group are willing to make any necessary adjustments to meet a child's individual requirements. Supervisory staff have an understanding of child protection procedures.

Children are involved and interested in their play and have fun with the range of activities provided. Staff interact well with children and ask questions to extend their learning. They are good role models and children behave well.

The group has an effective partnership with parents.

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

Not applicable

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

- Staff work well as a team, providing children with a sense of continuity and security. They are friendly and approachable which enables children and parents to feel welcome. The high ratios enable staff to give children an excellent level of attention, without compromising children's independence. They organise the environment to make it interesting to children, and provide colourful displays to make the setting child-friendly.
- The setting is secure, with access monitored by CCTV cameras. Staff carry out risk assessments on the hall and there are effective systems in place for the safe arrival and collection of children. Staff encourage children to follow good hygiene routines, such as washing hands before eating and encourage children's independence in self-care by providing accessible tissues to enable children to blow their own noses.
- Staff interact well with children. They are interested in what children say and do and treat all children with equal concern. They encourage children to be confident and effective in their communication and allow children to make choices. Children are interested in the activities provided and have fun. Staff offer plenty of praise and encouragement to promote positive behaviour and children respond well to their approach.
- The group has a positive approach to children with special needs. Children have attended with a range of special needs and staff make necessary adjustments to enable children to be included in all activities. Staff liaise closely with parents and outside agencies to ensure that children's individual needs are met.
- Staff welcome parents to the setting. The group offers good settling-in procedures for new children, and parents are welcome to stay with them until children are happy, confident and ready to be left on their own. The group keeps parents well informed about their child's progress. Parental involvement with the group is actively encouraged.

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

- maintenance of register and visitors book
- maintenance of accident and medication records

- system for recording incidents
- policies and procedures to ensure they are in line with current guidance.

### 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
2	Ensure that register and visitors book record times of arrival and departure.
7	Ensure that accident records are countersigned by parents, and that medication book is appropriately prepared to ensure that medication policy is fully implemented.
11	Devise and implement a system to record any incident of physical restraint and significant behaviour issues.
14	Review complaints procedure, uncollected child procedure, lost child policy and serious injury policy to ensure they are in line with current guidance.

## **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.*