



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 127382

INSPECTION DETAILS

Inspection Date 22/09/2003
Inspector Name Cilla Rachel Mullane

SETTING DETAILS

Day Care Type Full Day Care
Setting Name Minster Day Nursery And Out Of School Club
Setting Address Molineux Road
Minster
Ramsgate
Kent
CT12 4PS

REGISTERED PROVIDER DETAILS

Name Mr Richard Stott

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

Minster Day Nursery and After School Club opened in 1992. It operates from a converted youth centre. The nursery has access to six rooms, an office, toilets, a kitchen and an outside area. The nursery serves the local area and surrounding towns.

The nursery is registered to provide 65 places for children aged between one year and seven years old. Older children attend the after school club, and are included in the total. There are currently 68 children on roll in the nursery, and 39 in the after school club. This includes 17 funded three-year-old children.

Children attend a variety of sessions each week. None of the children are on the special needs register, and none have English as a second language.

The nursery opens five days a week throughout the year between the hours of 08:00 and 18:00.

Ten full time staff and three part time staff work with the children. Seven have early years qualifications and attend short courses.

The nursery receives support from a Pre-school Learning Alliance Fieldworker and a teacher from the Early Years Partnership.

How good is the Day Care?

Minster Day Nursery and After School Club provides satisfactory care for children aged one to under eight years.

Staff are qualified and experienced in working with young children, are competent, and work well as a team. Some staff's and committee members' police checks are out of date/not available. Space is well organized to meet the children's needs effectively, but resources available for the children to self select are limited. The environment is warm and welcoming to children and parents. Basic policies, procedures and records are mostly kept efficiently, with some details missing.

Premises are safe and especially clean, but formal risk assessments, checklists are not in place. Mealtimes are relaxed occasions, although staff do not help to promote children's independence. Staff do not have up to date knowledge of child protection

issues, and intend to undertake training.

Children are happy to enter the nursery and after school club (ASC), and approach staff confidently. Children are happy and stimulated, with planned, interesting activities in the nursery and opportunities for small group work, and less structured, relaxed, child led activities in the ASC. Individual children's needs are known and generally met, although planning of activities is not done on an individual basis, and all children are included. Staff are currently developing their knowledge and understanding of working with children with special needs. There is limited equipment and activities to reflect the diversity of society. Children's behaviour is generally good in both the nursery and ASC, and staff:child interaction is positive.

Staff work in partnership with parents, and parents are satisfied with the standard of care and the informal exchange of information. However, they are not aware of some of the policies and procedures.

What has improved since the last inspection?

At the last inspection it was agreed that the provider would produce / improve policies and procedures for lost and uncollected children, behaviour management, complaints, special needs, and child protection; make emergency cover available for staff holidays, breaks, sickness; and keep a record of incidents. These actions have all been carried out.

It was also agreed that the provider would make the operational plan available to parents; carry out risk assessments; and devise and implement policies and procedures for outings and administration of medication. These actions have not been carried out.

What is being done well?

- Qualified and experienced staff work well as a team.
- The after school club provides an interesting and stimulating balance of activities, allowing for active play and relaxing activities.
- Adults are interested in what the children do and say, staff support and extend play and conversation, and, as a result, children are happy and confident.
- The environment is warm and welcoming, well maintained, and space is organized and used to effectively meet the children's needs.
- All children were seen to be included and their individual needs understood. All children, of different ages and abilities, have access to appropriate learning resources and equipment in planned activities.
- Procedures for behaviour management are understood and implemented by staff, good behaviour is acknowledged and valued, and strategies for dealing with behaviour are age appropriate, and, as a result, children are well behaved and aware of their boundaries.

- Parents entered the nursery confidently, were at ease with the staff, and were given verbal information about their child's activities and behaviour.

What needs to be improved?

- CRB checks;
- the policies for lost and uncollected children, so that they are separate and contain sufficient detail;
- the registration system, to show the times of children's arrivals and departures;
- the operational plan;
- observations, so that they are used to plan the next steps in children's play and learning;
- the amount of toys and equipment at a low level for children to self select;
- the procedures for identifying and eliminating risks;
- fire drills, so that they are sufficiently frequent and include all the children;
- the procedure for outings, so that it is written down and shared with staff and parents;
- procedures for nappy changing, hand washing and toileting, so that there is consistent hygienic practice;
- mealtimes, in order to give children more opportunities for conversation and independence;
- the frequency with which children are offered drinks;
- information given to parents, so that they are aware of children's records, policies and procedures;
- staff's knowledge and understanding of child protection procedures;
- children's record forms, to include both parent's addresses;
- the complaints procedure, so that it contains accurate information.

Outcome of the inspection

Satisfactory

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 staff and committee members have current CRB checks.	22/12/2003

The Registered Person should have regard to the following recommendations by the time of the next inspection	
Std	Recommendation
2	Develop the operational plan.
3	Use observations to help plan the next steps in children's play and learning.
4	Ensure that sufficient toys and equipment are available at low level, so that children can self- select.
6	Devise and implement a system of risk assessments. Devise and implement a procedure for outings. Devise and implement a procedure for outings.
6	Devise and implement a procedure for outings.
7	Devise and implement procedures for toileting, nappy changing, cleaning potties and handwashing.
8	Consider ways of changing the lunchtime routine to help children develop independence, and to enable them to interact with staff.
12	Share information about children's records, and the nursery's policies and procedures with parents.
13	Develop knowledge and understanding of child protection issues and procedures.
14	Record times of children's arrivals and departures. Include both parent's details on children's record forms, where applicable. Separate and develop policies for lost and uncollected children. Ensure that complaints procedure contains accurate information.

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.