



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 101505

INSPECTION DETAILS

Inspection Date	08/01/2004
Inspector Name	Jennifer Read

SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Chipping Campden Playgroup
Setting Address	Old Telephone Exchange Littleworth, Chipping Campden, Gloucestershire GL55 6BD

REGISTERED PROVIDER DETAILS

Name	The Committee of Chipping Campden Playgroup
------	---

ORGANISATION DETAILS

Name	Chipping Campden Playgroup
Address	Old Telephone Exchange Littleworth,, Chipping Campden Glos GL55 6BD

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

Chipping Campden Playgroup opened in 1974. It operates from an open plan building in the old telephone exchange in the North Cotswold town of Chipping Campden. The group have sole use of the room during operating hours. There is an enclosed outdoor area with grassed and patio surfaces.

The playgroup is registered to care for 13 children aged between two and five years at any one time. There are currently 22 children on roll. The group is in receipt of education funding and at present has eight funded three-year-olds and five funded four-year-olds attending. The playgroup is open from Monday to Friday between 09.00 and 13.00 during school term times. A parent-and-toddler group operates on a Monday afternoon between 13.30 and 15.00. There are currently no children who attend with special needs or who speak English as an additional language. Children attend from the local community and surrounding villages.

The children are cared for by a team of three members of staff all of whom have appropriate childcare qualifications and experience. The play leader holds the Certificate in Childcare and Education at level 3 qualification. The play leader and deputy have completed the Diploma in Pre-School Practice. All members of staff have first aid and child protection qualifications. Parent helpers assist at the group on a rota basis. The group receives support from the Foundation Stage consultants and Gloucestershire Playgroup and Toddler Association field workers.

How good is the Day Care?

Chipping Campden Playgroup provide satisfactory care for children. The playgroup offers a bright, warm environment where the parents feel welcome and children appear happy and settled. Staff pay high regard to safety and take suitable measures to ensure all areas used are safe and secure. Detailed risk assessments are carried out and reviewed regularly and clear guidance is provided for staff for administration and recording of medication and first aid.

The committed staff team provide a range of appropriate activities and free-play opportunities to encourage children's imagination, learning and development. But staff involvement in some activities limits children's opportunities to learn new skills or develop existing skills independently. The playgroup is well resourced with age-appropriate toys and play materials. These offer children good levels of challenge. Staff interact positively with the children and ask open questions to

extend their learning and help develop their play.

Effective steps are taken to integrate and include all children. Staff demonstrate sufficient understanding of the issues surrounding the care of special needs. This is an area staff are currently developing to improve their knowledge and understanding, and of the necessary paperwork to be completed. Children's behaviour is managed appropriately by the staff with their calm, quiet approach. Praise and encouragement are used effectively to promote children's good behaviour.

The group has established a good partnership with parents. They receive regular information regarding the group and staff ensure a regular exchange of information is shared. Not all the required consents, policies and procedures are in place or contain all the necessary detail. All documentation and records are clear, accessible and stored securely.

What has improved since the last inspection?

At the last inspection, the provider was given five actions to address: to record visitors details and ensure parents sign the accident book; to carry out risk assessments and ensure electrical sockets are covered, and to produce policies and procedures in line with the National Standards. Visitors sign the attendance book and a suitable system has been established to prompt parents to sign the accident book. All current entries have been signed to ensure accurate record keeping is maintained. A comprehensive risk assessment has been completed on all parts of the premises. This is reviewed half termly to ensure children play within a safe environment. All policies and procedures are currently being reviewed and up-dated in line with requirements of registration and current legislation.

What is being done well?

- The premises are bright and welcoming to both children and parents. There are clear and detailed settling-in procedures. Children appear happy and settled.
- Staff listen and value what children say, they talk to them about what they are doing and ask open questions to make them think and which help develop their play.
- The good range of age-appropriate toys in the playgroup provide good levels of challenge to the children and are well maintained.
- Staff pay high regard to safety and take suitable measures to ensure children play within a safe and secure environment. Detailed risk assessments are carried out and reviewed regularly and there is clear guidance for the administration and recording of medication and first aid.
- Effective steps are taken to integrate and include all children. Their behaviour is managed appropriately and praise is used effectively to promote good behaviour.

What needs to be improved?

- the support provided by staff to ensure children have opportunities to develop their skills and extend their learning and development. independently
- the written consents from parents to seek emergency medical advice or treatment
- the arrangements made to ensure children identified and admitted to the provision with special needs have their needs appropriately met
- the times of children, staff and visitors attendance at the group
- the policies and procedures for a lost or uncollected child, and in the event of an allegation of abuse is made against a member of staff.

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
14	Ensure times of children, staff and visitors attendance are clearly recorded.	10/01/2004
14	Devise a lost or uncollected child policy, and extend the child protection policy to include a procedure in the event of an allegation of abuse is made against a member of staff.	31/01/2004

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

Std	Recommendation
3	Ensure staff support and provide all children with opportunities and first-hand experiences to develop and extend their intellectual capabilities.
7	Ensure written parental permission is requested to the seeking of any emergency medical advice or treatment.

10	Ensure appropriate steps are taken when a child has been identified with special needs or commences at to the provision.
----	--

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.