



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 141097

### INSPECTION DETAILS

Inspection Date	06/05/2003
Inspector Name	Christine Coram

### SETTING DETAILS

Setting Name	Downlands Pre-School Cygnets
Setting Address	College Road Blandford Forum Dorset DT11 8BG

### REGISTERED PROVIDER DETAILS

Name	MRS R M HALLETT, HEADTEACHER
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## 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.

<b>Information about the setting</b>
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Downlands Pre-School Cygnets opened in 1992. It operates in a large room on the premises of Downlands First School within Blandford Camp. The group also have use of the school hall and playground. The group serves the children of service personnel. There are currently 26 children from three to five years on roll. This includes 25 funded three and four year olds. Children attend a variety of sessions. The group supports children with special needs and who speak English as an additional language. The group opens five days a week during term times. Sessions are from 9.00 until 12.00 and 1.00 until 3.00 with some children remaining for the lunch time period. The registration does not include overnight care. Five part time staff work with the children. Three have early years qualifications. The setting receives support from an advisory teacher from the Early Years Development and Childcare Partnership (EYDCP).
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<b>How good is the Day Care?</b>
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Downlands Pre-School Cygnets provides satisfactory care for children. The setting is well organised, using space, staff and resources to support the children in their play and learning. However, some procedures and policies are unclear or unavailable. The children are well protected and the arrangements for hygiene, drinks and snacks promote their well being. Children with special needs are cared for appropriately. Staff are aware of safety issues but do not undertake formal risk assessments. The activities offered to the children are wide ranging, of good quality and promote their learning and development. Individual needs are considered in the planning. The children are well behaved and staff maintain boundaries consistently. Staff do not share developmental records with the parents in a formal or regular way. However, parents are given information about their children and the activities through home contact books, a notice board and newsletters.
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<b>What has improved since the last inspection?</b>
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At the last inspection the setting agreed to ensure that children's records and consent forms are detailed and accurate, make electrical sockets safe, keep children safe from collected water in the outside area, review and make documentation accessible, provide Ofsted with relevant information about staff, protect the children from hot radiators and improve hand hygiene in the pre-school. Most records and documents are now in place, all electrical sockets are covered, collected water is tipped away before the outside area is used, radiator covers are available when the
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radiators are on full and good procedures for hand hygiene are in place.

**What is being done well?**

- The space is well used and divided into areas for different activities. Resources are well organised and accessible. (Standard 2) - Staff are effectively deployed, enabling them to support the children in their play and ensure their safety. (Standard 2) - The children are divided into key groups, ensuring that children can become familiar with a small group of peers and their allocated member of staff, encouraging their social development and helping staff to assess their progress effectively. (Standard 2) - The range and balance of activities offered is extensive, encouraging the children's development and learning in all areas. Staff were involved in the activities, praising the children, supporting them in their learning, encouraging them to think and extending their play. (Standard 3)

**What needs to be improved?**

- written risk assessments are not undertaken or reviewed by Pre-School staff of specific equipment or activities (Standard 6) - the procedure for recording medication administered is not clearly understood by staff (Standard 7) - the equal opportunities policy should be available to staff and parents at all times (Standard 9) - the complaints procedure must include the address and telephone number of the regulator (Standard 12) - sharing with parents the records that the pre-school holds regarding their child's development and progress (Standard 12) - the procedure for lost or uncollected children (Standard 14)

**Outcome of the inspection**

Satisfactory

**WHAT NEEDS TO BE DONE NEXT?****The Registered Person must take the following actions by the date shown**

Std	Action	Date
14	Develop a written procedure to be followed if a parent fails to collect a child or if a child is lost.	06/06/2003
14	Ensure that staff are aware of and implement the procedure for recording medication administered to children.	06/06/2003

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

Std	Recommendation
9	Ensure that the equal opportunities policy is available to staff and parents

	at all times.
12	Ensure that the complaints procedure includes the address and telephone number of the regulator.
12	Develop a procedure for sharing children's development records with parents.

## **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.*