



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 137382

INSPECTION DETAILS

Inspection Date	25/01/2005
Inspector Name	Susan Linda Capon

SETTING DETAILS

Day Care Type	Full Day Care, Out of School Day Care
Setting Name	Busy Bees Kids Club & Busy Bees Day Nursery
Setting Address	c/o Spitfire Centre, Church Road Biggin Hill Kent TN16 3LD

REGISTERED PROVIDER DETAILS

Name	Mrs Tonia Say
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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.

Information about the setting

Biggin Hill Pre-school and Kids Club opened in 1975 and are privately owned. The Pre-school transferred to a Day Nursery in 2004 and operates from a self contained unit attached to the local youth club. The Kids Club operates from two rooms and a lobby area within the youth club premises. The group are situated in a rural part of the London Borough of Bromley.

A maximum of 30 children may attend the nursery at any one time. The nursery opens from 07:30 until 18:30 each weekday for 51 weeks of the year. The group has a secure enclosed outside play area. There are currently 55 children aged from 2 years to under 5 years on roll, of these 27 receive funding for nursery education. Children come from the surrounding local area.

A maximum of 26 children under 8 years may attend the Kids Club at any one time. In addition there are 24 children over 8 years on roll for the after school club. The group opens from 07:30 to 09:00. and 15:00 to 18:00 each weekday during term time. During the school holidays it opens from 08:00 until 18:00 each weekday. The group operates for 51 weeks a year.

A total of 14 staff are employed to work in the groups. Of these, seven staff including the provider hold appropriate early years qualifications. Three staff are working towards a qualification.

Both groups support children with special educational needs.

How good is the Day Care?

Busy Bees Day Nursery and Kids Club provides good care for children. All areas of the premises used by the children are clean and well maintained. The staff work well as a team and provide a warm, welcoming and friendly environment. A good adult to child ratio is provided for each session enabling all the children to receive some individual attention. A key worker system is in place which enables the staff to help each child develop appropriately. Excellent arrival, collection and registration procedures are in place ensuring the safety of each child at all times.

The staff ensure the premises are safe and secure on a daily basis and there is an ongoing risk assessment plan in place. Good hygiene practices are used by all the staff and the children are encouraged to learn these themselves. The group provides

healthy, nutritious meals and snacks using minimal processed foods. Lunchtime is a very social occasion with the children sitting with the adults to eat their meal. More independence could be encouraged during this period. The children have access to a good range of resources and activities providing positive images relating to equal opportunities. Minimal behaviour management is required as the children are kept fully occupied and stimulated during their time at the group.

A good range of toys, equipment and activities are made available to the children throughout the session. The children are able to access the equipment for themselves and make their own selections. All the children play co-operatively and relate well to the adults in the setting.

All the parents and children are made to feel welcome. The group has well written policies and procedures in place. One policy requires attention. Good recording procedures are in place. One area requires attention. Staff keep the parents fully informed about their child's progress and development.

What has improved since the last inspection?

The group were required to ensure the parents signed the medication records and this is now carried out ensuring the safety of the children.

They were required to ensure all incidents are recorded in a separate report to accidents. This recording is now in place and ensures the safety of the children at all times.

What is being done well?

- The new day nursery premises are well decorated with lovely murals on each wall. The children feel at home in their surroundings and are able to develop their confidence and self-esteem.
- All the staff have a good awareness of safety on and off the premises. They are fully aware of their individual roles and responsibilities through the use of a well organised rota system. This ensures the safety of the children at all times.
- Many of the staff have worked at the group for several years. The staff work well as a team with their individual skills and interests valued by the provider. The children develop good relationships with staff and become secure in their environment.
- The staff provide a wide range of toys, equipment and activities throughout the nursery. This ensures all the children are able to develop appropriately.
- Children have access to a good range of resources and activities relating to equal opportunities on a regular basis. This helps the children to develop their understanding about other people and the world around them.

What needs to be improved?

- the outings policy to include use of a minibus
- children to develop their independence during lunch time.

PREVIOUS COMPLAINTS (This section applies only to inspections carried out from September 2004. The complaint record relates to complaints from the last inspection or 1st April 2004 whichever is later.)

There are no complaints to report.

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
4	Update the outings policy to include use of the group's minibus.
8	Encourage the children to develop their skills using appropriate cutlery and become more independent at meal times.

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.