



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 102941

INSPECTION DETAILS

Inspection Date 09/07/2004
Inspector Name Heather Tanswell

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name Bright Sparks Playgroup
Setting Address Breage School
Trewithick Road, Breage
Helston
Cornwall
TR13 9PZ

REGISTERED PROVIDER DETAILS

Name Bright Sparks Playgroup 1022412

ORGANISATION DETAILS

Name Bright Sparks Playgroup
Address Breage C of E School
Trewithick Road, Breage
Helston
Cornwall
TR13 9PZ

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

Bright Sparks Playgroup has been registered for more than ten years. It is situated in the village of Breage between the towns of Helston and Penzance. It operates from the main hall in Breage School. The pre-school serves surrounding towns and villages.

There are currently seven children from two to four years on roll. Children attend for a variety of sessions. The setting does not currently have children attending who have special needs or who speak English as an additional language.

The group opens three days a week on a Monday, Wednesday and Friday during school term times. Sessions are from 09:15 until 12:00.

Two part-time staff work with the children. One staff member has an early years qualification to NVQ Level 2. There are two members of staff currently working towards a recognised early years qualification. The setting receives support from an advisory teacher from the Cornwall Early Years Development and Childcare Partnership (CEYDCP) and the Pre-school Learning Alliance (PLA).

How good is the Day Care?

Bright Sparks Playgroup provides satisfactory care for children.

Parents and staff have co-operated effectively to re-open the pre-school following temporary closure. Staff are working towards recognised qualifications and are booked to attend short courses for the benefit the group, such as child protection training. The committee of parents is inexperienced in managing the pre-school. As a result, they have not realised their roles and responsibilities with regard to the recruitment, induction and management of staff. There are clearly stated aims and detailed policies and procedures. Some need updating to have regard for latest good practice and confidentiality. The setting would benefit from additional equipment and resources.

High ratios ensure children are closely supervised. Staff carry out daily checks of the premises for safety and cleanliness, both inside and out. Lack of risk assessments means some hazards go un-noticed. Fire safety procedures are inadequate. There is a well written health and hygiene policy that includes sensible precautions to take when children are ill. Consents to seek emergency medical treatment are not kept.

Children benefit from regular drinks and a healthy snack, tailored to meet individual children's dietary needs and preferences. Staff are keen to improve their knowledge of special needs through training and developing partnerships with outside agencies.

Children can follow their own interests as staff allow them to choose what they want to play with and for how long. However, they are not given sufficient encouragement to try new activities such as messy play. Relationships are good. Children are keen to work alongside staff and enjoy listening to stories they tell.

Parents and children are made to feel welcome by the warm and friendly staff who prepare the room ready for their arrival. Staff know the children and their families well and share information and any concerns they may have.

What has improved since the last inspection?

The setting has made satisfactory progress since the last inspection. There were a large number of actions to be completed.

No policies on staff recruitment have yet been adopted by the committee. Registration records now show how ratios are met. There is a well written operational plan. However, some policies need amending to meet current requirements. A visitors record is now kept to record who is on the premises. A written fire and emergency procedure is included in the operational plan and a notice is on display in the hall. No risk assessments have been conducted to identify and minimise hazards. Consents to seek emergency medical treatment are not kept. A policy note has been adopted to ensure parents are aware of the pre-schools procedure to follow if a child is ill. Medication forms are now available and used. Staff are able to describe correctly, the procedure to follow and records to be kept for the administration of medication. Water is now available to drink throughout the session. The equal opportunities policy is well written but makes no reference to current legislation. The setting has improved its resources and now intends to start using a toy library. The statement on special needs is consistent with current legislation. The setting now has a copy of the Code of Practice for the Identification and Assessment of Special Needs. The new manager is awaiting a suitable training course to attend. The behaviour management policy still has no statement about bullying. All policies and procedures are on site for staff and parents to read. The complaints procedure does not include the name, address and telephone number of the regulator. The procedures have not been updated to make reference to the latest government guidance on child protection, "What To Do If You're Worried A Child Is Being Abused". The manager has attended training in child protection procedures.

What is being done well?

- Staff treat children with utmost concern for their personal preferences. Children are offered a choice of healthy snacks and regular drinks tailored to meet their individual dietary needs. Children choose which activities they wish to play with and can decide how long they take to complete. As a result, children are happy and enjoy the company of adults.

- Staff are keen to update their knowledge and understanding of good practise with regard to the Code of Practice for Special Educational Needs. The manager has welcomed in, and taken advice from, the Area Special Educational Needs Co-ordinator (SENCO). She is keen to attend additional training to gain the knowledge she needs to take on the role of SENCO in the pre-school.
- Relationships are friendly and informal. Staff and parents co-operate well to keep the group open for the children in their community.

What needs to be improved?

- the staffing arrangements, to ensure there are sufficient qualified staff to cover absence and emergencies
- the arrangements for sole use of the premises
- the risk assessments, to identify any action necessary to minimise identified risks
- the consents from parents to seek emergency medical treatment or advice
- the committees knowledge and understanding of their roles and responsibilities with particular regard to staff recruitment, induction training and ongoing assessment of their performance

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

Std	Recommendation
2	Develop an action plan that sets out how staff training and qualification requirements will be met and maintained during staff absence and emergencies.
4	Ensure the premises are for the sole use of the facility during opening

	hours.
6	Conduct a risk assessment on the premises identifying action(s) to be taken to minimize identified risks.
7	Request written permission from parents for seeking emergency medical advice or treatment.
12	Ensure committee members are given full information and guidance about their roles and responsibilities to enable them to carry out their duties.

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.