



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 301943

### INSPECTION DETAILS

Inspection Date	26/06/2004
Inspector Name	Melissa Louise Patel

### SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Eastburn Pre School
Setting Address	Main Road Eastburn Keighley West Yorkshire BD20 7SJ

### REGISTERED PROVIDER DETAILS

Name	The Committee of Eastburn Pre School 1040388
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### ORGANISATION DETAILS

Name	Eastburn Pre School
Address	Main Road Eastburn Keighley West Yorkshire BD20 7SJ

## 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

Eastburn Pre-school is situated in Eastburn Methodist Hall. The pre-school is committee managed, and has been registered since 1978.

They are currently caring for 32 children of which ten 3-year olds and fourteen 4-year olds are in receipt of nursery education funding. The pre-school employs six staff. The leader of the pre-school works full time and the other five staff share the sessions. Two members of staff hold a relevant child care qualification and four staff are working towards an early years qualification. The pre-school is open on Monday, Wednesday, Thursday and Friday morning from 09:10 a.m to 11:45 a.m. and on Monday, Wednesday and Thursday afternoon from 13:00 to 15:30. The pre-school also have close links with the local primary schools.

### How good is the Day Care?

EastBurn Pre-School provides good care for children.

There is a commitment to staff training. An effective operational plan is available which reflects the quality of the day-to-day operation of the playgroup which includes organisation of space, written policies and activities which are displayed and reflects practice in the playgroup. Most required documentation is available.

Staff give high priority to ensuring children are safe inside and outside the playgroup and the premises are secure. Outdoor play is provided in a safe enclosed area. Regular health and safety checks are made and there are four members of staff trained in first aid. There are suitable procedures in place to ensure hygiene routines are followed. Children are encouraged to wash their hands at appropriate times. A written policy for diet and practice is available and healthy snacks are provided. There is a child protection policy and suitable procedures are in place to protect children.

Activities are planned well to ensure children receive a good range of varied activities and resources which includes resources to reflect equal opportunities. Positive behaviour is encouraged well and appropriate procedures are in place to ensure there is a suitable impact on children's behaviour.

Staff have a good relationship with parents and information is shared daily. Written information is also shared with parents and an information board is provided for

parents in the entrance to the playgroup, main play room and in the bathroom.

#### **What has improved since the last inspection?**

At the last inspection the provider agreed to ensure there are procedures to be followed in the event of a child being lost or a parent failing to collect a child; ensure children belong to a key group which has consistent staff; ensure there is a system for registering children showing times of arrival and departure; ensure that accessible individual records are kept containing recruitment training and qualifications; ensure that if any outdoor play space adjoining the premises is provided, it is safe, and secure; ensure that food preparation areas conform to environmental health and food regulations; ensure there are operational procedures for the safe conduct of any outings provided; obtain written permission from parents to administer any medicines or other treatment to children; ensure that written records are kept of medicines administered to children and parents sign to acknowledge the entry; devise a policy about the exclusion of children who are ill or infectious which is discussed with parents; ensure there is a clear written policy, understood by all staff and discussed with parents regarding the administration of medication; develop a written statement based on the ACPC procedures clearly stating staff responsibilities with regard to the reporting of suspected child abuse or neglect, including procedures in the event of an allegation being made against a member of staff.

The provider has ensured all written documents outstanding are completed and available to staff and parents. The outdoor space adjoining the premises has a temporary barrier positioned everytime the children play out. Environmental Health have visited in January 2004 to confirm environmental health and food regulations have been met. There is now a key worker system which is put into practice and keyworkers for each individual child listed on the notice board.

#### **What is being done well?**

- The range of resources is good. It provides for the full range and offers sufficient challenge and stimulation e.g. There are different areas in the room organised well for imaginative play, messy play, mark making, computer etc. Children are stimulated well through good individual staff to child interaction and planning of activities.
- There is an effective operational plan, and good staff deployment which includes a suitable ratio of staff to children which ensures children are given sufficient attention to aid their development. Children's behaviour is good and staff are skilled at encouraging positive behaviour through child centred activities.
- There is a good overall standard of safety which is made effective by checks to the premises and equipment and appropriate supervision.
- Parents are well informed about the provision by lots of information on notice boards such as the early learning goals and policies and procedures.
- Hygiene procedures are encouraged well by encouraging hand washing at

appropriate times.

- Good supporting documentation, which include clear and concise policies and procedures which are individual to the setting enabling the children's care and welfare to be maintained.

#### **What needs to be improved?**

- the registration system for staff stating hours of attendance.
- the staff files to confirm induction carried out for all staff.

#### **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
2	Improve the registration system for staff by showing hours of attendance.
2	Ensure the staff files confirm an induction has been carried out for all staff.

## **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.*