



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 131802

INSPECTION DETAILS

Inspection Date 17/06/2003
Inspector Name Sarah Street

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name Abacus Pre-School
Setting Address 1 Cambridge Road
New Malden
Surrey
KT3 3QE

REGISTERED PROVIDER DETAILS

Name The Committee of New Malden Methodist Church Abacus
Pre-School & CM 1038134

ORGANISATION DETAILS

Name New Malden Methodist Church Abacus Pre-School & CM
Address 59 Groveland Way
New Malden
Surrey
KT3 5BT

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

Abacus Pre-School is run in the Methodist Church Hall, at the back of the Methodist Church on New Malden High Street. It has easy access to the main shopping area, the station and local parks.

The group is run by a committee and caters for 26 children aged two to five years, every morning, Monday to Friday. In addition there is a parallel group, which caters for 21 children Monday, Wednesday and Friday. During the Autumn Term the parallel group only caters for 12 children.

The group is open to the whole community. There is an admissions policy and priority is given to members of the New Malden Methodist Church. The children are cared for in one of two main halls. There is an additional hall, which is used for indoor physical play. There is a fully enclosed outdoor area, with safety surface.

There are eight qualified staff, four unqualified staff and one volunteer. Some unqualified staff are currently working towards childcare qualifications. The group has 13 three years olds and 19 four year olds receiving funding for nursery education. Of these two have Special Educational Needs and two speak English as an additional language. All staff members work with the funded children. They receive support from the EYDCP.

Other local groups including cubs, brownies and mother and toddler groups use the facilities.

How good is the Day Care?

Abacus Pre-School provides good care for children. The staff provide a warm and welcoming environment. The planning and wide range of activities enable children to develop. The relationship between staff and children is very good. Children are confident and are keen to participate. Children are obviously happy. Staff have calm and consistent approaches to behaviour management. Children are well behaved. There is not a system in place to record an incident if physical intervention were used to prevent harm. Children's individual needs are valued and the activities provided give positive images. There is a good cultural mix of staff and children. Children with special needs are well supported. Staff are able to highlight when a child may have special needs and work with parents and agencies to provide support.

The rooms are well organised. Children in the main room have access to the garden during the session and are able to choose whether to play inside or out. The outdoor activities reflect those which are on offer inside. The staff to children ratio is very good and staff are effectively deployed. Morning snack time is a social occasion. The setting is very clean and the range of toys and equipment is plentiful and very well maintained. Record keeping is good. It is stored confidentially and is accessible. Records are clear and up to date.

There are good policies for all safety issues. Staff give high priority to safety. Most of the staff have current First Aid qualifications. Staff are aware of their responsibility to protect children from abuse but their written statement is unclear and does not inform parents when staff may have concerns.

Partnership with parents is good. Good communication between staff and parents ensures parents wishes are respected. Parents receive written information on activities and their child's progress. The complaints procedure does not give information about the regulator.

What has improved since the last inspection?

At the last inspection the setting agreed to:

Keep details of fire drills in a fire log book. This is now done with regular fire drills clearly recorded.

Devise a policy for the safe administration of medication. A written policy is now in place and available for parents

Retain medication consent forms. These are now kept

Obtain a copy of the Area Child Protection Committee guidelines. These have been obtained and are accessible for staff.

Devise a policy for a parent failing to collect a child or a child being lost. A clear written statement has been devised and is available for parents.

Devise a risk assessment document. A written risk assessment has been carried out which is relevant to the setting and the children's safety.

Obtain written parental permission to seek any necessary medical advice or treatment. This is now requested from all parents and records seen.

Ensure times of arrival and departure of children and staff are recorded. These are clearly recorded and are accurate.

Devise procedures for safe conduct of any outings. A written policy has been implemented and is available for parents.

All staff must have police checks completed. Clear Criminal Records Bureau disclosures were seen for staff. If any staff are awaiting the result of their CRB

checks they are not left unsupervised with children.

Devise a system to keep a record of visitors. Visitors book is in place and regularly used.

Retain accident and medication records for a minimum of two years. These are kept.

What is being done well?

- The children are provided with a stimulating range of well planned activities which encourage them to develop. Interaction between staff and children is very good. Behaviour is consistently and fairly managed and the children are well behaved (Standard 3 and 11)
- The high ratio of staff to children and the organisation of the rooms with the use of the garden give children opportunities to move freely. The premises are clean and well maintained. The setting have to put all the toys and equipment away each evening as the hall is used by other groups. Staff ensure the room is set up and welcoming before the children arrive each day (Standards 2 and 4)
- There are comprehensive policies for all safety issues. Staff give high priority to good supervision and safety inside and outside the nursery. Evacuation procedures are clear and practised. There are effective collection systems in place which ensure children are unable to leave the building unsupervised and are collected by a known adult (Standard 6)
- Most of the staff have first aid qualifications. The recording of accidents is clear and parents are informed of any accident to their child (Standard 7)
- There is a strong emphasis on equal opportunities throughout the nursery. There is a good cultural mix of staff and children. Parents information has been translated into Korean, Japanese and Gujarati reflecting the community the setting is in. Children with special needs are well supported and staff are able to recognise when a child may be having difficulties (Standard 9 and 10)
- Parents are welcomed into the nursery and communicate effectively with staff who are always available to listen. Parents receive written information about activities. Very positive written parent feedback was received (Standard 12)
- Written records are clearly recorded, up to date and stored confidentially (Standard 14)

What needs to be improved?

- - a system to record any physical intervention which is required to prevent harm (Standard 11)
- - information for parents if they wish to make a complaint to the regulator (OFSTED) (Standard 12)
- - the written child protection statement (Standard 13)

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
12	include the name and address of the regulator in the complaints procedure
13	ensure the child protection statement allows parents to know when you would have concerns that a child is a risk from harm and what action will be taken if an allegation is made against a member of staff.
11	devise and implement a system to record any incident of physical restraint

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.