



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 106337

INSPECTION DETAILS

Inspection Date	15/07/2004
Inspector Name	Michael Collins

SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Holsworthy Playgroup
Setting Address	Badock Gardens Bodmin Street HOLSWORTHY Devon EX22 6BQ

REGISTERED PROVIDER DETAILS

Name	The Committee of Holsworthy Playgroup
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ORGANISATION DETAILS

Name	Holsworthy Playgroup
Address	Badcock Gardens Bodmin Street HOLSWORTHY Devon EX22 6BQ

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

Holsworthy Playgroup has been operational for over thirty years. It has its own purpose built premises which are within a garden area of a small market town. The group has access to a playroom, kitchen, toilets, storage and adjacent secure outdoor area. The outdoor area has both lawn and hard surface areas. The playgroup serves the local area.

Holsworthy playgroup is registered to provide sixteen places for children aged between two and five years old. There are currently twenty-six children on roll. Of these, ten three-year-olds receive government funding. There are no funded four-year-olds currently on roll. Two children attending have special needs and all have English as their first language.

The playgroup opens Monday to Friday from 09:30 to 12:00 midday, during term time only. A group for parents with children aged eighteen months plus runs in the building on Monday afternoons, and a baby group runs in the building on Tuesday afternoons.

The setting employs six members of staff. One is a part time cleaner. Five part-time staff work with the children, four of whom are qualified to level three. Two members of staff have first aid qualifications and the setting ensures one of them is on duty at all times. The setting is a member of the Pre-school Learning Alliance and receives support from 0 to 14 Plus.

How good is the Day Care?

Holsworthy Playgroup provides satisfactory care for children. Staff are committed, motivated and work well together. However, there is a lack of clarity about roles and responsibilities and the setting lacks a named person in charge or a named deputy. Space is organised effectively and used well by staff and children. There is a good selection of resources available and planned use of these is made to support the children's learning and development. Documentation and children's information is well maintained. However, the operations policy is dated and there are gaps in procedures.

Children are well cared for in a mainly safe and secure environment. Effective procedures for fire safety are in place, and staff understand their roles and responsibilities in this area. However, there is no up to date risk assessment and

action plan available. Staff promote health and hygiene practices with the children very well. However, parents have not given written permission to seek emergency medical advice and or treatment. Children's dietary requirements are well met. The staff actively promote equality of opportunity issues. They are also able to meet the needs of children with special needs and those with English as an additional language well.

Staff have a very good understanding of child protection issues and procedures to protect children. However, procedures are lacking. Staff plan a wide range of activities which enable children and young people to use their imaginations and make their own choices. Staff manage behaviour consistently and actively promote good behaviour. As a result, children's behaviour is very good and children are happy and actively engaged.

The scheme works in partnership with parents well. Parents are kept informed about the setting's plans, and very good information is provided to both parents, and volunteers. Staff are aware of their duty of confidentiality and endeavour to maintain this.

What has improved since the last inspection?

The setting has made satisfactory progress since their last inspection. They have completed 13 of the 16 actions set. They have improved health and safety for the children by: making drinking water available at all times; implementing a sick child policy; having equipment checked and tested by a qualified electrician; implementing a policy for outings; implementing a lost and uncollected child policy; implementing a no smoking policy; and by ensuring all staff are vetted and checked. They have also improved the care and learning experience for children by keeping records of their observation assessment of children's achievements, and using these to plan the next steps for children.

The setting have still to meet three actions by: not obtaining written permission from parents to seek emergency medical advice and or treatment; not including the name and contact details of the regulator in the complaints policy; and not completing a risk assessment and action plan to minimise risks.

What is being done well?

- A good variety of activities are planned and provided by staff to assist children in all areas of their development.
- Resources are used appropriately and with thought, to support children's learning.
- Staff manage children's behaviour calmly and consistently and explain their high expectations well. As a result children behave very well and they have caring and respectful relationships with staff and each other.
- Staff and committee are committed to working in partnership with parents.

What needs to be improved?

- communication with Ofsted, as the regulator, must be maintained and includes significant events and all staff changes
- the management structure of the organisation needs to be clarified and a clear understanding of roles and responsibilities needs to be established
- the management of safety and risk needs to be consolidated by the implementation of regular risk assessment and action planning
- procedures to obtain parental permission or refusal, for medical emergencies, must be established and maintained.

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 must take the following actions by the date shown**

Std	Action	Date
1	Ensure that Ofsted is informed of all relevant matters and changes.	20/08/2004

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

Std	Recommendation
2	Develop an action plan to ensure leadership and management structures enable staff to carry out their responsibilities effectively, including, how all supervisors will hold a level three qualification, and provision for the naming of both a person in charge and a deputy.
6	Conduct a full risk assessment on the premises identifying action(s) to be taken to minimize identified risks and implement procedures to review safety on a regular basis.
7	Request written permission or refusal from parents for seeking emergency medical advice or treatment.

14	<p>Ensure all policies and procedures are complete and regularly reviewed. In particular: update the equal opportunities policy; include bullying in the behaviour management policy; include the contact details of Ofsted in the complaints policy; and include, in the child protection policy, procedures to be followed in the event of an allegation being made against a member of staff or volunteer.</p>
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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.