



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 116697

### INSPECTION DETAILS

Inspection Date 03/08/2004  
Inspector Name Anne Fox

### SETTING DETAILS

Day Care Type Full Day Care  
Setting Name Tot Town Nursery  
Setting Address 1 Fryers Lane  
High Wycombe  
Buckinghamshire  
HP12 3AN

### REGISTERED PROVIDER DETAILS

Name Mrs Jacqueline Green

## 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

Tot Town Nursery is a privately owned group, which has been open since 1999. The day nursery operates from a single storey building on the outskirts of the town of High Wycombe. There is access to three separate outside play areas.

There are currently 82 children on roll. Children attend for a variety of sessions. Several children attend who have special needs and some speak English as an additional language. The day nursery is open 5 days a week from 08:00 to 18:00 for 51 weeks a year.

There are 16 staff who work with the children. Over half have early years qualifications to NVQ level 2 or 3. Other staff are working towards a recognised early years qualification. Thirteen staff hold a relevant first aid certificate. The group receives support from the Early Years Development Partnership (EYDCP) and staff regularly attend relevant training.

### How good is the Day Care?

Tot Town Nursery provides good quality care for children. The premises are welcoming, bright and well maintained with lots of children's artwork on display in most areas. Good use is made of the premises to ensure children are well cared for; all play areas, both inside and outside are well organised. There are good procedures in place to keep staff and students informed of their role. There is high priority given to staff training to ensure they remain up to date with current practice and gain relevant childcare qualifications. Most documentation is in place, however not all accident reports have been signed. The setting informs Ofsted of significant events and appropriate recruitment procedures are in place.

Staff have a good understanding of safety issues; all children and visitors are signed in and out of the premises. Staff are aware of the need to protect children and the appropriate procedures to follow if concerned about a child. Snack times are well organised and provide children with opportunities to develop their independence. Staff are aware of children's special dietary requirements but do not always have emergency medication on the premises. Staff follow good hygiene practices and encourage children's good hygiene habits.

There is a large range of good quality toys and activities easily accessible to the children. Staff use these effectively to support children's development in all areas of

learning. Staff have high expectations of children's behaviour and praise and encouragement are used effectively to promote independence and good behaviour.

There are effective procedures in place to share information with parents. Staff form good relationships with the parents and are available at beginning and end of sessions to give verbal feedback if required; written feedback is also provided. Parents report they are happy with the care their children receive.

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

Not applicable.

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

- Staff develop good relationships with the children. They know them well, talk, and play with them helping them to learn. Children behave well and respond positively to staff. Staff are aware of children's individual needs and good individual support is given to children when required. All children are valued and included in activities.
- Staff make good use of space and resources to meet children's needs; children have daily access to the full enclosed gardens. Staff create high quality displays of children's artwork. The nursery is very well equipped and maintained; there are good procedures in place to ensure toys and equipment.
- Children with special needs have good support and are fully included within the group. Staff liaise with parents and outside agencies to ensure children's individual needs are met.
- There are a comprehensive range of policies and procedures available to parents. Staff provide both written and verbal feedback about the daily activities.

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

- documentation, so that all accident records are signed by parents
- health and safety, so that appropriate emergency medication is on nursery premises when child with food allergy is present.

#### **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
7	Ensure emergency medication is available on nursery premises when children with allergies present.
7	Make sure all accident reports are signed by the parent.

## **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.*