



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 306492

INSPECTION DETAILS

Inspection Date 13/05/2003
Inspector Name Sheila May Price

SETTING DETAILS

Setting Name St Bridget's Pre-School
Setting Address St Bridgets Church Centre
West Kirby
Wirral
CH48 3TJ

REGISTERED PROVIDER DETAILS

Name The Committee of St Bridgets Pre-School Committee

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

St Bridget's Pre-school has been operating for 10 years and is a committee run organisation. It operates Mondays, Tuesdays and Fridays between the hours of 9:00am and 12 noon, and Mondays, Wednesdays and Thursdays between the hours of 1:00pm and 3:15. It is registered to care for 20 children between the ages two and a half and five years of age. The pre-school is situated within St Bridget's Church Centre, having sole use of the hall during each session. There are shared toilet and kitchen facilities. Although there is no safely enclosed outdoor area children are taken regularly into parts of the school grounds or onto a nearby recreation area for physical play activities. Children attend either morning or afternoon sessions. The pre-school receives nursery education funding for eligible three and four year old children. There are six staff, three of whom are working towards recognised qualifications in Child Care and Education.

How good is the Day Care?

The quality of day care at St Bridget's Pre School is satisfactory overall. All the National Standards are satisfactorily met with particular strengths in care learning and play and behaviour management. The pre school operates in an organised way with underpinning written policies. There is an action plan to ensure half of the staff and the supervisors are suitably qualified by next inspection. There is a good ratio of adults to children to help with access to storage, toilets and kitchen facilities. Parents names are not recorded on admissions sheets which is a regulatory requirement. Good planning ensures there are a variety of activities out for each session covering all areas of development. Children enjoy their activities, behave well and are learning important social skills. The staff have good relationships with the children and support them well in their individual needs and to develop language, mathematical thinking and creativity. Resources are now made more easily accessible for free choice. Parents are involved in the running of the organisation and have a significant role in acting as helpers on a rota basis. There are informal systems for sharing information about children's progress. Improvements are needed in sharing information about the curriculum and policy documents.. Staff supervise children well and are familiar with safety procedures. The premises were safe on the day and good security measures in place for the building. Written risk assessments do not cover safety when using outdoor areas or off site facilities. Good hygiene practices are observed. There is a written sickness and medication policy, but insufficient staff with first aid qualifications to ensure there is always one on site. The staff and committee are unfamiliar with child protection referral

processes and need to ensure the policy document is based on Area Child Protection Committee procedures.

What has improved since the last inspection?

Action plans were needed for supervisors to have Level III qualifications and half staff to have level II qualifications in Child Care and Education.(standard 1&2) Two staff are now on relevant courses and one booked in to start in September An operational plan was needed to be developed to share with staff and parents.(standard 2) There are now more comprehensive written policies and procedures available. As policies are amended these should be shared with parents. The children's records had not all been kept up to date and used to inform plans for next steps. (standard 3) The records are now well maintained, but systems for ensuring these are used to plan next steps for individual children still need improving. There were a number of health and safety issues including devising a procedure for trips out, producing written risk assessments, keeping a record of visitors and the supervision of children. (standard 6) There is now a written risk assessment for the premises, a record of visitors is kept and there are no longer any issues over children's supervision. However the risk assessment does not include areas used in the school grounds or the nearby recreation area which children use regularly. The action remains to be fully addressed. A medication and sickness policy needed to be devised and enough staff qualified to administer first aid for children. (standard 7) The medication and sickness policies have now been written. There are still insufficient staff with first aid certificates to ensure there is always one present, but this has been due to problems with course dates being altered which staff had booked to attend. The action remains to be addressed Staff were to develop their knowledge of child protection issues. (standard 13) There has been some improvement but because they are still unfamiliar with referral procedures, the action remains to be fully addressed.

What is being done well?

the staff plan a broad range of activities linked to themes, and organise time, space and resources well to ensure children make generally good progress. (standard 3) the staff in partnership with parents build positive relationships with children and use their extensive experience to create a happy and purposeful atmosphere where children feel secure. (standard 3 and 12) good systems for moving equipment about enable staff to overcome the limitations in the layout of the building so that equipment can be more accessible to the children. (standard 2 and 5) there are good health and hygiene policies, and the premises are kept clean and welcoming. (standard 4 and 7) children are learning good social skills through a positive behaviour management strategy and routines which encourage children to be helpful and supportive of each other. (standard 11)

What needs to be improved?

the knowledge of the standards and regulatory requirements for record keeping and policies to enable these to be complied with fully. (standard 14) the extent to which

written assessments cover all areas where there may be hazards and the review of safety. (standard 6) the number of staff qualified to administer first aid for children (standard 7) the understanding and knowledge of Area Child Protection Committee procedures, the detail of the Pre School's written policy regarding referrals and how to deal with an allegation of abuse made against a member of staff. (standard 13) the sharing of curriculum information and policy documents with parents (standard 12)

Outcome of the inspection

Satisfactory

WHAT NEEDS TO BE DONE NEXT?

The Registered Person must take the following actions by the date shown

Std	Action	Date
6	conduct a risk assessment on outdoor areas to which children are escorted identifying actions to be taken to minimize identified risks.	01/06/2003
13	Ensure that there is greater clarity in the child protection policy regarding procedures for referral and how this is based on Area Child Protection Committee (ACPC) procedures	01/06/2003
14	Ensure a record is kept of parent's names. (regulations)	01/06/2003

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

Std	Recommendation
7	Ensure that there are sufficient staff qualified in first aid for children to ensure there is always one present.

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.