



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 122423

INSPECTION DETAILS

Inspection Date	14/01/2004
Inspector Name	Linda Close

SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Little Gems 111
Setting Address	United Reformed Church Harestone Hill Caterham Surrey CR3 6SX

REGISTERED PROVIDER DETAILS

Name	Mrs Hilary Gilbert
------	--------------------

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

Little Gems III Pre-school is based in a church hall in Caterham, Surrey. The group is registered for 32 children aged 2 - 5 years. Five members of staff are on duty during each session, which operates between 09.15 and 12.00 Monday, Wednesday, Thursday and Friday during term time only. Less than 50% of the staff are qualified. Children may stay to eat a packed lunch until 12:45. The pre-school serves families living in Caterham and the surrounding area.

Children have the use of a large hall, as well as a smaller side room. Toilets, including disabled provision, are located off the main entrance hall and there is an additional toilet accessed from the smaller group room. Staff also have use of the kitchen facilities. The group works towards the Early Learning Goals and provides funded places for 3 and 4 year olds.

How good is the Day Care?

Little Gems III Pre-school provides a satisfactory standard of care for children. Appropriate vetting procedures are followed for staff to ensure that children are safe. The day-to-day running of the group is well organised and staff work well together as a team. They care for the children with enthusiasm but less than 50% are qualified. Induction procedures ensure that staff are aware of the general running of the pre-school but do not make them fully aware of children's individual needs. The premises are clean and well maintained and children are given a suitable range of toys and resources. Documents are in place according to regulation but some details have been overlooked.

Activities offered in the pre-school are generally appropriate. However, there is insufficient information compiled about the younger children's development to inform staff when they are planning activities to help the children to make progress. All children are included equally in the games, tasks, play and story times that are provided. Children with special needs are welcomed into the pre-school if their needs can be met. Staff are calm and consistent in managing children's behaviour.

Staff are deployed effectively to keep children safe in the setting. A risk assessment is conducted and most hazards avoided. Staff actively promote good standards of hygiene. They act in children's best interests if they are unwell. Accident and medication records are in place but lack some necessary details. Staff are not made fully aware of children's allergies and dietary needs. Staff know what to look out for

that could indicate abuse or neglect.

Parents are given useful information about activities and routines. They are asked to provide contact details, special dietary needs and other useful information about their children at registration.

What has improved since the last inspection?

At the last inspection it was noted that some entries in the register were in pencil. The register is now completed in ink. Fire drill procedures were not reliably recorded. Regular fire drills now take place each term and the details of them are logged.

The nappy change procedure was in need of improvement. This has been improved since the last inspection in that members of staff now wear disposable gloves to maintain good standards of hygiene. At the last inspection safety around the climbing frame was an issue. There are new safety mats in place around the climbing frame which has improved standards of safety for the children.

It was noted at the last inspection that overall staff qualifications were below the required level of 50% to be appropriately qualified. Staff qualifications continue to be below acceptable levels.

What is being done well?

- Behaviour management strategies are good. Staff are patient and calm. They are firm without raising their voices and the children respond well to their guidance.
- The organisation of resources through rotas, and the allocation of specific tasks to named members of staff, contributes to the efficient manner in which staff manage the day-to-day running of the pre-school.

What needs to be improved?

- staff qualifications which fall below the 50% requirement for pre-schools
- medication records and accident records as they do not all have appropriate signatures and dates showing that parents are fully informed
- staff knowledge of child protection issues and contact details for social services which are not included in the relevant policy
- an aspect of safety in relation to preventing children from accessing the radiators when they are hot
- information about children's progress to assist staff in selecting activities that meet individual needs
- staff's knowledge of children's allergies and dietary needs.

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
2	Develop and implement an action plan detailing how at least half of all childcare staff will hold a level 2 qualification in childcare.	15/04/2004
6	Ensure that children cannot come into contact with hot radiators.	15/01/2004
8	Take action to make all members of staff aware of children's allergies.	15/01/2004

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

Std	Recommendation
3	Ensure that staff have sufficient information about children's development and progress to enable them to plan activities that meet the needs of the children.
7	Ensure that parents sign and date all entries in the accident record book.
7	Devise a clear policy, that is known to staff, for administering medication to children at the request of their parents and ensure that parents sign to acknowledge the quantity and the time it was given.
13	Develop staff's knowledge and understanding of child protection issues and add contact details for social services to the relevant policy.

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.