



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 133509

### INSPECTION DETAILS

Inspection Date 10/03/2004  
Inspector Name Anne Jeanette Faithfull

### SETTING DETAILS

Day Care Type Full Day Care, Out of School Day Care  
Setting Name Cygnets of Henley  
Setting Address Valley Road School  
Valley Road  
Henley-on-Thames  
Oxfordshire  
RG9 1RR

### REGISTERED PROVIDER DETAILS

Name The Committee of The Management Committee of Cygnets of Henley 3394360

### ORGANISATION DETAILS

Name The Management Committee of Cygnets of Henley  
Address Valley Road School  
Valley Road  
Henley-on-Thames  
Oxfordshire  
RG9 1RR

## 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

Cygnets of Henley Day Nursery opened in August 1997. It operates from two rooms in premises attached to the Valley Road School in Henley-on-Thames. The nursery provides day care for children, an after school club and a holiday club. The after school and holiday operate from the school premises. The nursery, after school and holiday clubs serve the local area.

There are currently 47 children on roll in the nursery. This includes eight funded three year olds and two funded four year olds. Children attend for a variety of sessions. The nursery has systems in place to support children with special needs and who speak English as an additional language.

The nursery opens five days a week from 8:00 to 18:00 all year round. The after school club opens 15:15 to 18:00 term time only. The holiday club opens 8:00 to 18:00 school holidays only.

Eleven part-time/full time staff work with the children. Over half the staff have early years qualifications to NVQ level 2 or 3. The setting receives support from a teacher from the Early Years Development and Childcare Partnership.

### How good is the Day Care?

Cygnets of Henley Nursery offers satisfactory care for children. The staff work well together as a team to provide a warm, welcoming and secure environment where children and parents are made to feel welcome. Children are happy and settled within the nursery and have access to a variety of activities and resources. The after school and holiday club staff offer a range of different activities for the children to participate in which are fun and suitable for the ages of the children. Staff make effective use of the space both indoors and outdoors to encourage children's development. Most of the documentation is in place.

Staff are aware of the children's health and safety within the premises, a daily safety checklist is in place, however these are not completed each day. Fire drills take place on a regular basis, but evacuation times are not recorded. Accident and medication forms are in place although requests from parents for medication to be given is not recorded in a confidential manner. Staff encourage the children to be aware of personal hygiene and act as good role models. Healthy and nutritious

meals and snacks are provided, parents wishes regarding special diets are adhered to and recorded on the child detail forms. The staff know the children well and are aware of their individual needs, their differences are acknowledged and valued.

The children are well behaved and respond to any requests from staff. Staff provide good role models for the children, praise and encouragement is offered when appropriate. The staff are aware of the child protection procedures to follow.

The nursery has a good relationship with parents. They share information, in a variety of ways including daily diaries for the younger children and verbal feedback. Parents are very pleased with the care the staff offer and comment on how happy and secure their children are. Parents receive a copy of all policies and procedures prior to their child starting.

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

Not applicable.

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

- Staff provide a warm and welcoming environment for the children and their parents. The staff work well as a team to ensure they provide a range of stimulating and interesting activities and resources for the children. They are suitable for the different ages of the children attending.
- Staff have developed good relationships with the children and parents. The parents are very pleased with the care and support the staff offer. Information and concerns are shared when required.
- The children are well behaved, staff provide good role models, they value and respect the children, they encourage the children to respect each other.

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

- documentation, to record when children are present in the nursery, after school and holiday club
- documentation, to ensure any medication to be given is recorded in a confidential way
- recording, of daily safety checks and evacuation times when fire drills are completed.

#### **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 should have regard to the following recommendations by the time of the next inspection

Std	Recommendation
2	Ensure children's arrival and departure times are recorded daily.
6	Ensure fire drills are recorded in a fire log book and include evacuation times.
6	Ensure daily health and safety checks are completed and recorded.
7	Ensure medication requests and medication given is confidential.

## **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.*