



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 130646

### INSPECTION DETAILS

Inspection Date 05/09/2003  
Inspector Name Tina Kelly

### SETTING DETAILS

Day Care Type Out of School Day Care, Sessional Day Care  
Setting Name Watford & District Mencap Childrens Centre  
Setting Address 524 St. Albans Road  
Watford  
Hertfordshire  
WD24 7WF

### REGISTERED PROVIDER DETAILS

Name Watford & District Mencap 2636705 1004431

### ORGANISATION DETAILS

Name Watford & District Mencap  
Address 23 Church Street  
Rickmansworth  
Hertfordshire  
WD3 1DE

## 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

The Activities Club was formed in 1989 and was then affiliated to Scope, primarily offering a service to children with Cerebral Palsy. The club has now merged with Mencap and offers a range of services for families of children with special needs who live in the South West Herts area.

The Centre has use of the ground floor, the building is situated in north Watford next to the library. They have sole use of the Activities playroom, Rainbow room, a large soft play and ball pool room with appropriate cloakrooms, kitchen and office space. There is a secure garden which is easily accessible from all areas. There are other voluntary groups who access the first floor offices.

The Centre provides a pre-school Activities group, (sessional) after school care, a Saturday Club and holiday play schemes.(out of school). Along side these services for the under eights there is a toddler group and youth groups catering for young adults up to the age of 18 years.

The centre opens 6 days a week all year round. the pre-school sessions are from 12.00 - 15.00. Out of school club runs from 15.30 to 19.00 with session times being managed for different ages. The Saturday Club and holiday schemes run from 09.30am to 15.30.

A team of 9 full time staff work with the children, they rely on the assistance of a team of approximately 10 volunteers to be able to offer a high ratio of adults to children at all time. Senior staff hold level three qualifications, all other staff are currently working towards NVQ level two or other recognised early years qualifications.

### How good is the Day Care?

Watford and District Mencap Children's Centre provides good care for children.

This is a warm and welcoming environment, where children of all ages and their carers, feel happy and secure. There is a very high ratio of adults to cater for the needs of the children attending the centre.

All adults working with the children have a good understanding of children's individual needs, this is enhanced through training in a variety of subjects. Health and safety is of a high priority, however staff and volunteers need to have a better

understanding of child protection issues.

Specialist toys and equipment is provided to enable all children to take part in as many activities as possible.

Documentation is in place to acknowledge the children's achievements and share information with parents.

There is a very good relationship with parents and carers, information about local services provides a range of support networks for families.

Documentation is in place to ensure the smooth running of the group but the information for parents needs to be updated.

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

At the last inspection 4 actions were made.

To ensure qualification requirements are met, this is in hand with all staff working towards early years qualifications.

To provide healthy and nutritious snacks, a cooked snack is provided for the children, taking into account their individual needs.

To regularly carry out and record fire drills, a fire drill is being carried out on a regular basis, the detail is recorded.

One outstanding action: to ensure information regarding the regulatory body is available to parents.

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

- Staff and volunteers provide support and care in a play based environment. The group cater for some children with high health needs. To ensure their needs are met, individual learning plans are devised to develop children's skills and abilities, this information is recorded and shared with parents on a regular basis.
- A daily home/club diary is used to keep parents informed of routines and day to day issues.
- Staff are encouraged to communicate with the children in Makaton, this is supported throughout the unit with signs to prompt recognition of familiar objects and promote early learning and reading skills.
- Staff training is of high priority, all staff are first aid trained. Their future needs are identified and courses are being booked for next term to include child protection, creative ideas and special needs.
- Resources and equipment are of a high quality, there are specialist chairs and supporting frames to enable children with mobility and physical

disabilities to access activities and the outside area.

- The Centre provides a strong support network with links to community groups and agencies. They are in the process of setting up a toy library to enable families to benefit from some specialist resources.

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

- information for parents.
- staff's understanding of child protection issues.

#### **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
12	Ensure parent information is updated and includes information of the regulatory body. (Ofsted)
13	Develop staff's knowledge and understanding of child protection issues

## **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.*