



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 311345

### INSPECTION DETAILS

Inspection Date 01/03/2005  
Inspector Name Karen Cockings

### SETTING DETAILS

Day Care Type Sessional Day Care  
Setting Name Church House Playgroup  
Setting Address Church Lane  
Mirfield  
West Yorkshire  
WF14 9HX

### REGISTERED PROVIDER DETAILS

Name The Committee of Church House Playgroup 1042073

### ORGANISATION DETAILS

Name Church House Playgroup  
Address Church Lane  
Mirfield  
West Yorkshire  
WF14 9HX

## 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

Church House Playgroup has been operating since 1970. It is run by a management committee which includes parent representatives. The playgroup meets in St Mary's Church Hall, which is situated in Mirfield, West Yorkshire and serves families who live in the surrounding area.

The group uses the main hall for children's play, with kitchen and toilet facilities off the entrance hall. There is a fully enclosed outdoor play space. The playgroup is open Mondays to Thursdays, during term time, between 09:30 and 12:00.

The setting is registered for a maximum of 20 children between the ages of two and five years. There are currently 23 children on roll, of whom 12 are in receipt of nursery education funding. There are three children who have English as an additional language and no children at present with special needs. Children attend for a variety of sessions.

A team of three core staff work with the children, supported by rota parents. The person in charge has a relevant early years qualification to Level 3 and the other staff are working towards this. The playgroup is a member of the Pre School Learning Alliance.

### How good is the Day Care?

Church House Playgroup provides a satisfactory standard of care for children.

Staff work hard to create a welcoming environment for children, despite the constraints of shared premises. The playroom is warm and bright, with space for children to play freely and to learn new skills. Children have access to varied toys and play materials to support all areas of learning, but some resources are not organised effectively to ensure that they are used to their full potential. The staff team work together well and are ably supported by rota parents. Record keeping is in place and implemented satisfactorily but some procedures lack necessary detail.

The safety of the children is addressed well. Staff supervise children carefully and ensure that children learn how to use the environment and equipment safely. However, the possibility of children accessing the storage area unobserved requires further attention to minimise any risks. Staff take appropriate measures to maintain good hygiene standards and have all recently updated their first aid training. Varied

snacks are provided for the children who are encouraged to eat sociably together.

Staff plan and provide a programme of activities which incorporates all areas of learning. Children are familiar with the routines of the session which helps them to feel secure and builds their confidence. Staff support them appropriately, helping them to learn and practise new skills. Children respond well to the guidance given, as they learn to share and to play cooperatively together. There is a positive attitude towards including all children and staff value their achievements.

The partnership with parents works well. Parents are able to be involved in the setting if they wish and a range of information is provided for them about the playgroup. They are encouraged to share what they know about their child to ensure staff are well informed about individual needs.

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

At the last inspection, the provider agreed to address a number of actions. Some of these related to the policies and procedures of the group which have now been reviewed and amended where necessary to inform practice. In some instances, further attention is needed to ensure full compliance with requirements. The setting was also asked to demonstrate how qualification requirements would be met. The playgroup leader now has a level 3 qualification and other staff are working towards this. First aid training has also been updated which means that there is always more than one member of staff on the premises who is suitably trained to deal with accidents and emergencies. The provider agreed to ensure that children have access to drinking water at all times. Children have drinks as part of their snack and staff provide additional drinks if children are thirsty at other times. It continues to be difficult for all records to be stored at the setting, although staff make efforts to ensure that required records are available. More attention is needed, however, to ensure that all relevant documentation is accessible.

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

- The playgroup environment is bright and welcoming. Clear arrival procedures ensure that parents and children are greeted warmly. Children enjoy finding their names and are familiar with routines. Staff work well together to create an inviting play area, despite the fact that all equipment has to be set out before the session. They have raised funds to create an enclosed outdoor play space with some fixed play equipment and a garden area.
- Staff pay careful attention to children's safety. They ensure that children are supervised closely, particularly when moving from playroom to toilet areas. Accident records are periodically reviewed to identify any risk areas.
- The children have access to a variety of activities and are well supported as they play and learn. They particularly enjoy role play and using the easel for free painting activities.
- The setting works closely with parents. They seek to involve them in the day to day running of the provision and value the support of rota parents and

parent representatives on the management committee. Parents are also asked to complete the leaflet "All about Me" with their child which helps to inform staff about individual children's needs and interests.

- Staff manage children's behaviour positively. They use opportunities during play to encourage children to share and to think about the needs of others.

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

- the procedures for recording attendance to ensure it includes all adults present as well as children
- the accident recording system to include details of any treatment given
- the safety arrangements with specific regard to the possibility of children accessing the storage area
- the procedures for uncollected children, to include steps to be taken if children are lost
- the information available about complaints to include how they may contact Ofsted
- the planning and organisation of resources to encourage children to use the book corner and to give them regular access to physical play opportunities.

#### **PREVIOUS COMPLAINTS (This section applies only to inspections carried out from September 2004. The complaint record relates to complaints from the last inspection or 1st April 2004 whichever is later.)**

There have been no complaints reported to Ofsted since April 2004.

#### **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 that the attendance register also includes details of any rota parents or visitors present.
2	Review and extend the procedures for uncollected children to include steps to be taken if children are lost.
3	Review planning and the organisation of space and resources to encourage children to use the book corner and to give them regular access to physical play opportunities.
6	Review the arrangements made for restricting children's access to the storage area to ensure that any risks are minimised.
7	Ensure that accident records show details of any treatment given.
12	Clarify the information available to parents about the complaints procedure to ensure that they are aware that they can contact Ofsted directly and how they can do so.

## **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.*