



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 143108

### INSPECTION DETAILS

Inspection Date 03/10/2003  
Inspector Name Susan June Stone

### SETTING DETAILS

Day Care Type Sessional Day Care  
Setting Name Charltons Pre-School  
Setting Address Bonfire Lane  
Charlton Mackrell  
Somerton  
Somerset  
TA11 7BN

### REGISTERED PROVIDER DETAILS

Name The Committee of Charltons Pre-School Committee

### ORGANISATION DETAILS

Name Charltons Pre-School Committee  
Address Bonfire Lane  
Charlton Mackrell  
Somerton  
Somerset  
TA11 7BN

## 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

Charltons Pre-school operates from a mobile classroom, situated within the school grounds of Charlton Mackerell Primary School. Children have use of a large, light playroom and school grounds including a large playing field, hard standing playground and orchard area with static play equipment. This community pre-school is registered to provide 19 places for children aged between two and five years. The group is open five sessions each week from 09.00 to 12.00, not including one session for rising 5's, open from 09.00 to 12.30. Staff value parent support with the group, and have a regular job rota system in operation. The catchment area covers local villages and surrounding rural region. There are five members of staff who attend short training courses on a regular basis. One staff member has recently completed an NVQ qualification. Charltons Pre-school provides a variety of learning opportunities through play and emphasises general social development skills.

Staff have developed good relationships with reception class teachers and also receive support from the Early Years Partnership.

### How good is the Day Care?

Charltons Pre school offers satisfactory quality care for pre school children.

Staff make effective use of space and resources and provide a variety of activities and opportunities for the children. Staff know and understand the development needs of the children in their care. They create a stimulating environment for the children to learn and develop through their play. Staff work well together as a team, however there are limited opportunities to appraise working practice of staff to identify and discuss their development needs such as training.

Children are developing good relationships with staff and each other, early friendships are being formed. Children are well behaved. They know and understand the levels of expected behaviour. They respond well to the positive guidance and praise from staff.

Staff give high priority to ensuring the children are safe within the setting. A detailed risk assessment has recently been introduced. Staff are vigilant to the safety of children at all times. Daily routines and practice demonstrate a good understanding of health and safety.

Partnerships with parents are good. Parents are welcomed into the group and information is available to them, including a folder containing the groups policies and procedures held at the group. However not all written procedures are available within this folder. Procedures for the gaining consent and recording medication administered also need to be reviewed. Parents are also kept informed of the groups progress through regular newsletters and information on the notice board. Staff are happy to talk with parents about their children's progress.

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

At the last inspection the provider had nine actions, all but one have been suitably addressed. The provider agreed to develop a staff appraisal system to ensure the needs of staff could be identified and met. This was discussed at a committee meeting but a system is not yet in place. With regard to producing evidence of suitable car insurance and a list of named drivers, this information is now available at the setting. Drinking water is now available throughout the sessions and is freely accessed by children. The groups enrolment form has been updated to address written permission from parents to seek emergency medical advice or treatment. With regard to child protection, all staff have attended a two day training course and from this training a child protection statement has been developed and adopted by the group. An incident book has also been purchased and a separate page used for each entry.

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

- Staff make good use of space and resources to provide a variety of activities to create a stimulating environment for children to learn and develop through their play.
- Children are developing good relationships with staff and each other. They are learning to respect each other as individuals. Early friendships are being formed.
- Daily routines and practice demonstrate staff have a knowledge and understanding of health and safety and address potential risks to children.
- Children know and understand the levels of expected behaviour and are well behaved.

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

- availability of documentation with regard to procedures for lost or uncollected children;
- systems for staff appraisal and development;
- procedures for gaining consent and recording medication administered.

**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
14	Produce and make available to parents a written policy with regard to procedures to follow if a parent fails to collect a child or a child is lost.	31/10/2003

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

Std	Recommendation
2	develop staff appraisal system to ensure the needs of staff can be identified and met.
7	review procedures for gaining consent from parents and recording medication administered to ensure information does not get lost or mislaid.
14	ensure that all records relating to the day care are readily accessible on the premises and available for inspection at all times.

## **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.*