



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 120133

INSPECTION DETAILS

Inspection Date	10/03/2004
Inspector Name	Hazel Stuart-Buddery

SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Mytchett Pre-School
Setting Address	The Mytchett Centre, 140 Mytchett Road Mytchett Camberley Surrey GU16 6AA

REGISTERED PROVIDER DETAILS

Name	Mrs Linda West
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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

Mytchett pre school opened in 1987. The group operate out of one room in the local community centre in Mytchett and serves the local area. The group have access to toilets and the large main hall.

The pre-school open five days a week from 09:15 to 12:00 term time only.

There are currently 18 children on role from two and a half to five years. The setting has procedures in place to support children with special needs and who speak English as an additional language.

Five staff work with the children, three staff hold relevant qualification and one staff member is working towards an NVQ 3. Three staff hold relevant first aid certificates.

How good is the Day Care?

The quality and standards of day-care provided is satisfactory.

The manager ensures staff are qualified or have experience. Some staff are working towards relevant qualifications. The group operate from one room and staff work as a team and have specific roles and responsibilities. The group provide a range of resources and rotate some activities during each session to give children greater choice. The premises are clean and well maintained. The group have policies and procedures in place, although some policies are not up to date. All policies are available to parents on request.

The manager and staff have not identified all risks to children and not all hazards have been minimized. Staff are aware to promote health and hygiene, however, children are not always encouraged to wash hands before snack time. Three staff hold first aid certificates. The group provide snacks for the children and are aware of all dietary needs. Individual needs of the children are recorded on children's record sheets, although not all information that is transferred and recorded for staff is accurate. Equal opportunities are promoted within the setting. Staff have an awareness of child protection issues, although training has not been up-dated in recent years, and some staff are unsure of the procedure to follow.

The group provide a range of activities, although these are not always presented or extended in a way to challenge and build on children's natural curiosity as learners. Children are encouraged to participate in all activities, although opportunities are

missed to adapt activities to meet the needs of all the children. Some activities are enhanced with direct involvement from the staff and this allows children to extend their knowledge and understanding.

The group have a clear behaviour management policy, although it is not always implemented.

The group have good relationships with parents and keep them up-dated of their child's progress.

What has improved since the last inspection?

On the last inspection the manager agreed to plan a range of activities for overall development, ensure suitable equipment for toileting is available, keep records of vehicles and named drivers when taking children out and ensure all records and policies are available for inspection. Activities and play opportunities are planned, although further planning and observation on children is required to meet the individual needs of all children to help them reach their full potential. Suitable equipment is now in place to allow children to independently use the toilets. Records are kept of named drivers, insurance details and vehicles in which children are transported, however, these were not available at inspection. Policies and procedures are in place and available, some policies need to be reviewed and up-dated.

What is being done well?

- The staff hold or are working towards relevant qualifications.
- Minimum staffing levels are maintained at all times.
- Activities that are enhanced with direct involvement from staff encourage children to respond enthusiastically to them.
- The environment is warm, clean and well maintained.
- The group have built good partnerships with parents, and information is exchanged on a regular basis.

What needs to be improved?

- procedure for lost and uncollected child
- observations and planning to meet all individual needs
- effective assessment and minimizing of hazards - fire exits to be clear; access to the room to be secure; use of adult table and chairs to be reviewed
- fire procedures to be displayed
- accurate recording of children's health
- effective behaviour management

- knowledge and understanding of child protection procedures.

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
6	Conduct a risk assessment on the premises identifying actions to be taken to minimize identified risks.	26/04/2004

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

Std	Recommendation
2	Ensure the lost and uncollected child policy is reviewed and in line with current guidelines.
3	Devise a system for planning and implementing a suitable range of activities for children, which is appropriate for their stage of development and based on their individual needs.
7	Ensure good hygiene practices are in place regarding hand washing.
7	Ensure all allergies and medical conditions are recorded accurately and all staff are made aware.
11	Develop staff's awareness and understanding of effective ways to manage children's behaviour, taking into account their age and stage of development.
13	Develop staff's knowledge and understanding of child protection issues and procedures.

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.