



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 253896

### INSPECTION DETAILS

|                 |               |
|-----------------|---------------|
| Inspection Date | 17/11/2004    |
| Inspector Name  | Carol Johnson |

### SETTING DETAILS

|                 |  |
|-----------------|--|
| Day Care Type   | Sessional Day Care   |
| Setting Name    | Calvary Church Playgroup                                   |
| Setting Address | Stallings Lane<br>Kingswinford<br>West Midlands<br>DY6 7HS |

### REGISTERED PROVIDER DETAILS

|      |                                       |
|------|---------------------------------------|
| Name | The Committee of Calvary Church Group |
|------|---------------------------------------|

### ORGANISATION DETAILS

|         |  |
|---------|--|
| Name    | Calvary Church Group                                       |
| Address | Stallings Lane<br>Kingswinford<br>West Midlands<br>DY6 7HS |

## 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

Calvary Church Pre-School group is accommodated in a church hall in the Kingswinford area of the city. The group is registered to care for eighteen children aged two to five years. The group currently has twenty six children on roll. At the time of the inspection there were 18 children present. The group is open from 09:15 am until 11:45 am Tuesday to Friday, term time only.

The group is not registered for the nursery education funding. All of the five staff are NVQ trained, one of which is working towards a level 2 qualification.

### How good is the Day Care?

Calvary Church Playgroup provides unsatisfactory care for children. The person in charge does not currently hold the required level of qualification. Staff training needs are not adequately assessed and therefore staff lack sufficient knowledge and understanding with regards to special needs, child protection and equal opportunities. The premises are bright, clean and well maintained and there is plenty of space indoors for play. Children do not access outdoor play and large physical play is limited. There is a general range of toys, resources and activities but these do not sufficiently reflect equality of opportunity and anti-discriminatory practice.

Although some aspects of safety have been considered risk assessments are not in place. Staff promote appropriate hygiene routines with the children and resources are regularly cleaned. A well-stocked first aid box is kept and an accident record is in place, however this contains insufficient detail and confidentiality is not always maintained. Children have a snack time where children are offered a drink and plain biscuits. However, fresh drinking water is not readily available for children throughout the session.

Children are generally happy and interested in their play and staff and children interact well. Children behave well and are encouraged to share and take turns. Staff offer frequent praise. Children and staff all sit together for snack, songs and story however, there is no keyworker system in operation.

Parents receive daily verbal information about their child's care and routines and are given opportunities to attend group and church social events. Records, policies, procedures and documents currently in place, many of which are shared with staff and parents, are insufficient to meet the requirements of all the National Standards.

Some have yet to be devised and implemented and others were unavailable for inspection.

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

Not applicable.

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

- Parents and children are warmly greeted on arrival. Children appear happy and the majority quickly settle into play. Staff offer comfort to those children who are upset. Staff and children have good relationships with each other and staff take time to listen to what children have to say and talk to them about their interests and experiences.
- The premises are secure, spacious, well maintained and are suitably adapted for wheelchair users. There is plenty of space for cars in the adjacent car park and parents are able to leave buggies in the entrance hall, if necessary during sessions.
- Parents are invited to join in with such as Christmas activities, parties, carol services and church outings and events. Children take part in a planned Nativity service at Christmas.

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

- the procedures to ensure that staff are suitably experienced and qualified
- the registration system to include the times of arrival and departure of staff and children
- the organisation to include a key worker system
- the systems to ensure that risk assessments are devised and implemented
- staff knowledge and understanding in relation to special needs, child protection and equality of opportunity and anti-discriminatory practice
- the provision of an appropriate range of activities and resources that promote equality of opportunity and anti-discriminatory practice
- the systems to provide Ofsted with evidence of staff training and qualifications
- the child protection statement and staffs' knowledge and understanding of child protection issues
- the systems to provide Ofsted with a copy of current Public Liability insurance
- the provision of a statement of procedures should a child be lost or not collected
- the systems to ensure that parental permission is obtained from all parents for the seeking of necessary emergency medical advice or treatment

- the provision and planning of activities and resources that help children to progress in all areas of development
- the confidentiality and detail of accident records
- the availability of fresh drinking water and healthy and nutritious snacks.

**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 are no complaints to report.

### **Outcome of the inspection**

Unsatisfactory

### **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?**

| <b>The Registered Person must take the following actions by the date shown</b> |  |            |
|--|--|------------|
| Std  | Action   | Date       |
| 6  | Ensure that written risk assessments are in place that identify action(s) to be taken to minimize identified risks and hazards.  | 16/12/2004 |
| 13   | Ensure that the child protection procedure for the playgroup complies with local Area Child Protection Committee (ACPC) procedures and includes the procedure to be followed in the event of an allegation be made against a member of staff or volunteer. | 16/01/2005 |
| 13   | Develop staff's knowledge and understanding of child protection issues.  | 16/11/2005 |
| 14   | Provide Ofsted with evidence of staff training and qualifications.   | 16/12/2004 |
| 14   | Ensure a copy of current Public Liability insurance is forwarded to Ofsted.  | 16/12/2004 |
| 14   | Produce a clear statement of the procedure to be   | 16/12/2004 |

|    |   |            |
|----|---|------------|
|    | followed if a parent fails to collect a child or a child is lost.   |            |
| 14 | Ensure a sickness policy is in place and shared with parents, detailing procedures for illness and exclusion.   | 16/05/2005 |
| 14 | Ensure written parental permission is obtained from all parents for the seeking of any necessary emergency medical advice or treatment.   | 16/12/2004 |
| 1  | Ensure the manager has at least a level 3 qualification appropriate to the post, appropriate skills and ability, together with 2 years experience of working in a day care setting. | 16/11/2005 |

| <b>The Registered Person should have regard to the following recommendations by the time of the next inspection</b> |   |
|---|---|
| Std   | Recommendation  |
| 9   | Develop staff's knowledge and understanding of equal opportunities issues and ensure that children have an appropriate range of activities and resources that promote equality of opportunity and anti-discriminatory practice. |
| 3   | Ensure resources and activities are planned and provided that help children to progress in all areas of development; including those involving large muscle skills.   |
| 7   | Ensure accident records contain sufficient detail and are maintained within the bounds confidentiality.   |
| 8   | Ensure fresh drinking water is freely available and that snacks are healthy and nutritious.   |
| 11  | Ensure that the statement on behaviour management includes bullying, states all the methods used to manage children's behaviour and is clearly understood and followed by all staff.  |
| 10  | Improve knowledge and understanding of working with children with special needs and their parents.  |
| 2   | Ensure daily record of attendance reflects accurate times of arrival and departure for staff and children.  |

## **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.*