



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 226443

### INSPECTION DETAILS

Inspection Date 21/11/2003  
Inspector Name Susan Andrews

### SETTING DETAILS

Day Care Type Sessional Day Care  
Setting Name Memorial Hall Playgroup  
Setting Address Stamford Street  
Glenfield  
Leicester  
Leicestershire  
LE3 8DL

### REGISTERED PROVIDER DETAILS

Name Mrs Karen Jan Fenton

## 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 Memorial Hall Nursery School first opened in 1982. It operates sessional care from the Glenfield Memorial Hall which is located close to the centre of the village of Glenfield.

There are currently 50 children on the register. The setting is not in receipt of education funding for three or four-year-olds. Children attend various sessions. There are no children with special needs, however the setting currently supports children who speak English as an additional language.

The group opens during school term-time, Monday to Friday from 09:00 to 11:55 and from 13:00 to 15:25.

The manager works full time and there are six part time staff who work with the children. Half of the staff hold an early years qualification to NVQ level 2.

### How good is the Day Care?

The Memorial Hall Nursery School provides satisfactory care for children. There are well maintained staffing levels at the setting and staff are knowledgeable and experienced, however staff qualification requirements are not fully met. The setting has a good range of toys and equipment to support children's care, play and learning opportunities. The planning and recording of children's individual development is limited and resources and activities are insufficient to promote positive images in respect to gender culture and disability.

Activities are well presented and appropriate for the ages and stages of children's development and encourage children to make progress. Staff are caring and attentive. Space is used creatively to make children feel secure and confident in their environment. There is generally a good awareness of safety, however a full risk assessment has yet to be conducted.

Satisfactory health and hygiene practices are generally maintained to minimise risks of illness and infection, although children's hand washing practices are to be improved and appropriate records relating to the administration of medication and accidents developed. Children's behaviour is managed in a positive, consistent and supportive way, which focus on praise and encouragement.

Parents are welcomed, informed and included in the care and progress of their

children and their views are valued and taken into account. They have access to the policies and procedures which include a detailed prospectus.

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

At the last inspection the registered person agreed to ensure that an adequately equipped first aid box was provided. This has been installed and is maintained appropriately. It was also agreed that a complaints procedure, that contained details of the registering body (Ofsted), be made available to parents. A detailed procedure is now available.

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

- The staff provide a choice of snacks and good access to drinking water and have a sound knowledge of children's dietary needs.
- The setting places great store by their relationship with parents and involve them on a regular basis, to share information regarding their children's care and development. Children are cared for in ways consistent with their families values, practices and their parent's expressed wishes.
- There are clear policies in respect to the management of behaviour. Staff operate a consistent approach, encouraging good behaviour, taking into account children's level of understanding and development. Staff members were noted to be calm, clear and patient in their handling of situations and children responded well.

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

- the qualifications of the person(s) in charge, to have at least a level 3 or equivalent qualification appropriate to the post
- the policies, procedures and/or records, relating to children's attendance, uncollected children, the administration of medication, accidents, written parental consent to obtain emergency medical treatment/advice and staff induction
- the planning and implementing of a suitable range of activities for children, which is based on their individual needs and to monitor and evaluate their development
- the safety and hygiene, with regard to the risk assessment, to ensure premises are maintained safely and that child care staff are familiar with health and safety issues and the children's hand washing practices, to minimise the risk of cross infection
- the resources, to be developed to promote positive images in respect of gender culture and disability.

**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
1	Develop and implement an action plan that sets out how supervisors will achieve level 3 qualifications.	21/12/2003
2	Devise policies and procedures for uncollected children.	21/12/2003
7	Obtain written permission from parents to seek emergency treatment or advice and before administering medication to children and keep a written record, signed by parents, of medicines given to children.	21/12/2003

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

Std	Recommendation
9	Ensure that children have access to an appropriate range of activities and resources that promote equal opportunities and anti-discriminatory practice.
2	Devise an induction training program for new staff.
2	Ensure attendance records show times of children's arrival and departure.
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.
4	Ensure suitable and safe hand washing facilities are provided for children.
6	Conduct a risk assessment on the premises identifying actions to be taken to minimize identified risks and to ensure Health and Safety regulations are met.

## **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.*