



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 509716

INSPECTION DETAILS

Inspection Date 13/09/2004
Inspector Name Marnie Downes

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Heathfield Concords
Setting Address Cobbett Road
Twickenham
Middlesex
TW2 6EN

REGISTERED PROVIDER DETAILS

Name The Committee of Heathfield Concords

ORGANISATION DETAILS

Name Heathfield Concords
Address Cobbett Road
Twickenham
Middlesex
TW2 6EN

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

Heathfield Concords opened in 1998. It operates from two large halls within Heathfield Infants School in Whitton. The breakfast and after school club serve the local community. Children attend from both Heathfield Infant and Junior school and Bishop Perrin School.

There are currently 38 children from four to eleven years on roll. Children attend for a variety of sessions. The setting supports children with special needs and who speak English as an additional language.

The group opens five days a week during school term time. Sessions are from 07:45 - 09:00 before school and 15:30 - 18:00 after school.

Six part/full time staff work with the children. One has an Early Years qualifications equivalent to NVQ Level 2 and one member of staff is currently working towards a recognised early years qualification. The setting receives support from the Early Years Development and Childcare Partnership.

How good is the Day Care?

Heathfield Concords provides satisfactory quality care for children overall.

Staff are clear about their daily roles and responsibilities. They work well as a team and create a relaxed environment for the children. The group do not currently meet the correct staff qualification requirements. All policies and procedures are up to date and contain the required information, although parents names are not always recorded on registration forms and parents do not always sign the accident record book.

The group have sufficient health and safety policies in place. These are followed by staff, who encourage good hygiene practices with the children. The premises and equipment are safe and are maintained to a good standard. Staff show awareness of children's individual needs and interests. All children are included, and their differences are acknowledged and valued. Children have access to drinks throughout each session and the meals provided are healthy.

There is a good range of age appropriate toys and resources for children to use. These are freely accessible, age appropriate and keep children occupied. Staff provide relaxed and friendly interaction with the children and acknowledge their good

behaviour. They are aware of the children's differing ages and stages of development.

Staff communicate with parents, who are kept well informed by way of verbal and written information.

What has improved since the last inspection?

Not applicable.

What is being done well?

- The staff team are well established. They have good awareness of the children's individual personalities and needs. They ensure that children are supervised and safe at all times and have good door security systems in place.
- The group make good use of the available areas they have access to within the school. On the day of inspection, children choose to play in both large halls and outside, making use of the play grounds and fixed play equipment. Children's artwork from the group is displayed within the areas of use, creating a welcoming environment.
- There is a good range of age appropriate games and resources for the children to choose from, especially art activities. Children are free to play either alone, in pairs or in groups. The activities and range of books provided have regard to equality and teach children about peoples differences and similarities.
- Children are provided with healthy meal options, their likes and dislikes are taken into account. Children's dietary needs are catered for and staff hold Food Hygiene Certificates.

What needs to be improved?

- the ratio of qualified staff;
- the information requested on registration forms;
- obtaining parent's signatures in the accident book.

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
2	develop an action plan that sets out how staff training and qualification requirements will be met.	13/12/2004
7	ensure parents sign all accident records to acknowledge the entry.	01/11/2004
12	ensure parents names are recorded on the registration forms.	01/11/2004

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.