



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN EY280656

INSPECTION DETAILS

Inspection Date	28/02/2005
Inspector Name	Carys Millican

SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Busy Bodies
Setting Address	Melling (St Wilfrid) C of E Primary School Lodge Lane Melling, Carnforth Lancashire LA6 2RE

REGISTERED PROVIDER DETAILS

Name	The Committee of Melling (St. Wilfrid) C.E. Primary School
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ORGANISATION DETAILS

Name	Melling (St. Wilfrid) C.E. Primary School
Address	Lodge Lane Melling Carnforth Lancashire LA6 2RE

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

Busy Bodies Pre-School is managed by a voluntary management committee. It opened in 2004 and operates from within the school hall of Melling (St Wilfred's) Church of England Primary School. A maximum of 16 children may attend at any one time. The group is open Monday and Wednesday from 12.40 to 15.15 term time only. The children share access to the outdoor play area within the school grounds.

There are currently 16 children aged 3 to 5 years on roll. Of these, eight receive funded nursery education. Children attend from the local villages and surrounding rural community. The Pre-School group supports a child with special educational needs.

The group employs two staff, who hold appropriate early years qualifications. The group is a member of the Pre-School Learning Alliance.

How good is the Day Care?

Busy Bodies Pre-School Group provides satisfactory care for children. The staff are qualified and experienced and the children are well supported, however the manager's first aid qualification does not include training in first aid for infants and young children. The hall is warm, welcoming and bright. It is creatively organised to provide a range of interesting play areas for the children. They are able to move easily between activities and choose from the accessible play equipment. Documentation has weaknesses. These are within record keeping, obtaining parental consents, policies and procedures and confidentiality in recording methods.

Health and safety standards are unsatisfactory. Risk assessments are not available and children have access to potential hazards on the premises. The fire evacuation procedures are in place, however they are not displayed or practiced regularly. The premises are clean and well-maintained. The staff provide children with a drink during the session, however snacks are not available. Children's special need's are met and staff have an adequate understanding with regard to their responsibilities in child protection matters.

A range of age appropriate activities are provided making use of the wide selection of play equipment and resources. Planning is in place with opportunities for free play and adult initiated activities related to age and individual abilities. The interaction with the staff and children is positive, within a relaxed and friendly atmosphere.

Good behaviour is promoted through praise and encouragement. The children are well behaved and respond well to adults.

Information is shared on a daily basis. However, there is a lack of written information available for parents. The registration certificate and complaints procedure are not displayed and policies and procedures not readily available for parents. Parental questionnaires express a high level of satisfaction with the service.

What has improved since the last inspection?

Not applicable.

What is being done well?

- The premises are clean, warm and welcoming. The hall is well organised to provide a spacious play area for the children. It is set out to cater for all children's needs. There is a quiet area for children to sit and read and craft area containing sand and construction toys. The play/activity areas provide the children with suitable activities for all ages attending. The children mix together well. The toys and resources are easily accessible, enabling children to choose for themselves.
- There is an adventure playground outside in the school grounds, containing a varied assortment of suitable play equipment. The reception children spend the first part of the session in the playground with the dinner staff, whilst the younger children arrive and the hall is set out. The staff encourage children to try out this equipment, for example, balancing on the steel rope, climbing up the wooden logs onto the slide and accessing the log walkways. The children are happy and contented in this interesting and challenging environment.
- Free play and adult initiated activities are available. The theme this month is nursery rhymes. The craft activity is linked into this topic. Coloured tissue paper and fabric is set out on the table with scissors and glue. The staff encourage the children to cut, paste and stick the resources to the Humpty Dumpty figure to create a display for the pre-school board. The children sit together for circle time and sing songs. The pre-school and reception children all join in the singing of the nursery rhymes and listen as one child sang on her own. Lots of praise is used promoting positive behaviour, confidence and self esteem.

What needs to be improved?

- the completing of risk assessments on the premises and children's safety indoors
- the practicing of the fire evacuation procedures
- the obtaining of Early Years first aid certificates and parental consent for medical treatment

- the up dating of staff's knowledge and understanding of Child Protection procedures
- the developing and reviewing of policies and procedures
- the displaying of relevant documents, certificates, policies and procedures and confidentiality in recording methods

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 on since 1st April 2004.

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 indoors and outside. Ensure the fire evacuation procedures are clearly displayed and that the fire drill is regularly practiced.	13/03/2005
7	Develop and implement an action plan detailing how at least one member of staff with a current first aid certificate will be on the premises or on outings at any one time and request written permission from parents for seeking emergency medical advice or treatment.	13/03/2005

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

Std	Recommendation
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2	Make sure there is a clear registration system that records the hours of attendance of the reception children and staff and develop operational procedures for outings.
6	Make sure children cannot gain access to potential hazards in the store cupboard, that the equipment used by the children is suitable re: dressing up frame and that electrical sockets are made safe.
7	Maintain confidentiality when recording accidents.
12	Make sure the complaints procedure is clearly displayed and policies and procedures are made available for parents.
13	Update the Child Protection procedures following ACPC guidelines and Ofsted requirements regarding allegations made against staff. Enhance staff knowledge and understanding by updating training in current issues and procedures.
14	Make sure the registration certificate is clearly displayed.

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.