



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 311268

### INSPECTION DETAILS

Inspection Date 09/09/2003

Inspector Name Pam Hill

### SETTING DETAILS

Day Care Type Full Day Care

Setting Name Jack & Jill's Private Day Nursery

Setting Address 22 Cliffe End Road  
Quarmby  
Huddersfield  
West Yorkshire  
HD3 4FF

### REGISTERED PROVIDER DETAILS

Name Mrs Angela Winstone-Dickson

## 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

Jack and Jill's Private Day Nursery has been open since 1990. It operates from the ground floor of a detached house set in Quarmby, a suburb of Huddersfield. Rooms within the nursery allow the following groupings: 12 children aged 0 - 2 years and 24 children aged 2 - 5 years.

The nursery has a fully equipped kitchen with laundry facilities. The staff room and office are situated on the first floor and a fully enclosed play area is at the rear of the property.

The nursery primarily serves the local community but also takes children from several out lying villages. There are currently 52 children aged nought to five years on roll. This includes 13 funded three and four year olds. The nursery currently supports children special needs, and children who speak English as an additional language.

The group opens five days a week all year round and is closed on Bank Holidays. Sessions are from 07.45 until 18.00pm.

Nine staff work directly with the children. Four have an early years qualification to NVQ 3 level. Two members of staff have an NVQ 2 in Childcare and two staff are currently on training programmes. The setting receives support from an advisory teacher from the Early Years Development and Childcare Partnership and is a member of the National Day Nurseries Association.

### How good is the Day Care?

Jack and Jill's Private Day Nursery provides satisfactory care for children. The nursery has a welcoming atmosphere and has examples of children's work displayed throughout. Space within the setting is mainly used effectively although attention is required to storage within areas used for children under two years.

The majority of toys and equipment are clean and suitable although, some furniture would benefit from being smaller to enable children's independent access. Staff are deployed effectively providing opportunities for children to develop strong relationships through a key worker system.

Staff have an awareness of hazards through regular risk assessments which include the outdoor play area. However, thought needs to be given to ensure children are

fully protected whilst in the setting. Children's personal hygiene routines require attention. Children's individual care requirements are discussed regularly with parents. The nursery needs to give attention to the food they give to children to ensure it is healthy and nutritious.

Staff interact well with the children who are involved in a range of activities and have independent access to some toys to promote their decision making skills and confidence. Recently developed activity plans are in use to help children work towards the Early Learning Goals. Observation records need to be developed further to identify areas where individual children need assistance. Staff work within designated areas, providing children with consistency. Children are settled, confident, have good social skills and are eager to participate in play and discussion. They are encouraged to be considerate to others and positive behaviour is encouraged through various strategies.

The nursery has a positive relationship with parents through a regular exchange of information both verbal and written. The majority of policies and procedures are in place and relevant documentation is completed.

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

At the last inspection the nursery owner agreed to address several issues around policies and procedures, activity planning, observation of children, and parental consent to seek emergency medical treatment or advice.

Several issues concerning safety. Issues concerning hygiene. It was also agreed that staff rest areas would be developed, children's access to all areas of play improved and a person-in-charge of under 2's appointed.

All policies have been developed and are available in a file for parents; a staff restructure has been undertaken and a person-in-charge of under 2's appointed. Registers include times of attendance, advice has been sought from the Early Years Development and Childcare Partnership regarding planning and observations. A staff rest area is now available on the first floor, regular cleaning routines are in place. Children are now able to move freely between activities, babies are held when being bottle fed. The heater in the toilet has been moved to a higher level, regular risk assessments are undertaken; hazards have been made safe; paper towels are used for hand drying. Comforters are stored in individual containers. The kitchen has been cleaned and dirty linen stored elsewhere. An incident book is on the premises and written parental consent for emergency medical treatment or advice has been obtained.

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

- The nursery has a warm, welcoming atmosphere, decorated with samples of children's work and child centred displays and posters.
- Staff work closely with parents to meet the children's individual needs and maintain routines. Children are grouped according to their abilities, stage of development and age.

- The nursery fosters good relationship with the children through discussion and a key worker system. Children are settled, confident and eager to participate and involve others in their play.
- There is a strong emphasis on working in partnership with parents. They are welcomed into the nursery and kept up to date with information regarding their child.

#### What needs to be improved?

- documentation to ensure: a vetting procedure is formalised, medication records include confirmation parents have been informed of medications administered, incident records are signed by parents and confidentiality is maintained when recording accidents;
- children's safety through ensuring security of the back door, trailing wires from the computer used by the children are made safe and all medications are clearly labelled;
- documentation to ensure observation records outline how staff intend to plan the next steps in the children's play and learning;
- children's health and hygiene through ensuring the first aid box is appropriately stocked, personal hygiene routines are encouraged before all meals and snacks, and foods provided are nutritious and suitable for all ages;
- children's access to adequate play space and suitable sized furniture, particularly for children aged under 2 years;
- resources to ensure positive images of issues surrounding disabilities are available.

#### 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
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7	ensure that the first aid box and its contents comply with Health and Safety (First Aid) Regulations	09/10/2003
7	ensure all medications on the premises are clearly labelled and a written record is kept, signed by parents of medications administered	09/10/2003
8	Ensure foods provided are healthy and nutritious	09/10/2003

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

Std	Recommendation
2	Ensure a vetting procedure is in place and available for inspection
3	Further develop observation records to outline what children do and plan next steps in their play and learning
4	Improve use of space to provide adequate space for play, particularly in the baby room.
5	Further promote equal opportunities issues by providing positive images of disabilities
5	Ensure there is suitable furniture including tables and chairs, particularly for children aged 12 – 24 months
6	Further promote security paying particular attention to the back door.
6	Ensure cables from the computer do not pose a hazard
7	ensure good hygiene practices are in place regarding hand washing before all meals and snacks
7	ensure confidentiality is maintained when making entries in the accident book
11	further develop incident record to include evidence that entries have been shared with parents and confidentiality is maintained for each entry.

## **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.*