



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 155340

INSPECTION DETAILS

Inspection Date 20/04/2004
Inspector Name Karin Lane

SETTING DETAILS

Day Care Type Full Day Care, Sessional Day Care
Setting Name Playmates Pre-School
Setting Address The Institute Hall
Crawley Road
Horsham
West Sussex
RH12 4ET

REGISTERED PROVIDER DETAILS

Name The Committee of Playmates Pre School

ORGANISATION DETAILS

Name Playmates Pre School
Address The Institute Hall
Crawley Road
Horsham
West Sussex
RH12 4ET

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

Playmates Pre-School opened in 1988. It operates from a large room in a community hall, located in Horsham. The setting serves the local area.

There are currently 33 children from 2 to 5 years on roll. This includes 17 funded three-year-olds and 11 funded four-year-olds. 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 Monday to Friday term-time only. On Monday, Tuesday and Thursday sessions are from 09:15 until 12:15. On Wednesday and Friday sessions are from 09:15 until 14:45.

There are 6 full and part-time staff working with the children. 2 staff are currently working towards a recognised early years qualification, to enable the setting to meet the requirement of half the staff being qualified to NVQ level 2 or 3. The setting receives support from a mentor from the Early Years Development and Childcare Partnership (EYDCP).

How good is the Day Care?

The setting provides good care for children. Staff are well motivated and attend relevant training. Well devised policies and procedures are followed by staff and available for parent's.

All required documentation is in place, however the complaint and fire procedures lack some detail and the insurance certificate displayed is out-of-date. Staff are well deployed directly supervising the children at all times. Adult: child ratio's are maintained. There are sufficient toys and equipment to support play and learning.

There are effective methods for promoting safety at the setting. There are regular risk assessments and there are good security measures. There are appropriate procedures for accidents and medication. Standards of hygiene are high, but some children had difficulty disposing of used paper towels. A biscuit snack and milk is provided for children. Some children bring juice from home and this is not always labelled with their name. Packed lunches are provided by parent's for children staying for extended sessions, these are stored in a fridge. Staff have good knowledge of children as individuals, but have few ways to integrate children who

have English as a second language, although there is generally good practice regarding special needs. Staff understand their responsibilities and the procedures for child protection.

Staff are kind, friendly and approachable. Activities are planned and reviewed. Children have the opportunity to participate in a range of activities and outings which are interesting and stimulating, however there was no physical play on the day of inspection and the outside play space too wet to use. Areas such as the book and home corner are freely used by children, but lacked ways to make them more inviting. There are effective methods for promoting good behaviour.

There are effective methods of communication with parent's, who are warmly welcomed into the facility.

What has improved since the last inspection?

At the last inspection the facility agreed to ensure there was a first aider present at all times, to have a suitable first aid kit, to ensure the safety of gas and electrical appliances, to have a suitable child protection policy, to develop an action plan setting out how staff qualification requirements will be met and to devise a procedure for medication.

Virtually all members of staff have attended suitable first aid training and hold current certificates, this enables a first aider to be present at all times the facility is open.

There is a suitable first aid kit in place.

Gas and electrical appliances are regularly serviced.

A suitable child protection procedure is in place.

The staff qualification action plan has been implemented with 2 members of staff currently attending NVQ level 2 training.

Medication procedures and parental permission forms are in place.

What is being done well?

- Children's collection procedures are well organised. Parent's inform the setting in writing and provide a password, if their child is being collected by someone else. This ensures that children go home with the correct person.
- Staff are friendly, approachable and welcoming. They are interested in the children and have knowledge of them as individuals. The children are well settled, happy and confident.
- A variety of toys and equipment are put out for the children each session. Activities interest and absorb the children, who freely move between the activities, supported by staff. This enables children to make progress and have fun.

- The setting meets children's needs by having good communication with parent's. Notice boards, newsletters, consultation meetings and the availability of well devised policies and procedures are effective means of communication, and parent's are happy with the service provided.

What needs to be improved?

- the availability of a complaints procedure to include details of how to contact the regulator.

Outcome of the inspection

Good

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

Std	Recommendation
12	make available to parents a written statement that provides details of the procedure to be followed if they have a complaint.

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.