



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 127103

### INSPECTION DETAILS

Inspection Date 24/06/2004  
Inspector Name Freeda Wildon

### SETTING DETAILS

Day Care Type Sessional Day Care  
Setting Name Chislet And District Playgroup  
Setting Address Village Hall  
Hoath  
Canterbury  
Kent  
CT3 4LA

### REGISTERED PROVIDER DETAILS

Name The Committee of Chislet & District Playgroup

### ORGANISATION DETAILS

Name Chislet & District Playgroup  
Address Village Hall  
Hoath  
Canterbury  
Kent  
CT3 4LA

## 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

Chislet and District Playgroup opened in 1975. It operates from Hoath village hall, near Canterbury, Kent. The playgroup has access to the main hall, kitchen, toilets and an outside area.

There are currently 28 children on roll. This includes 4 funded 4-year-olds and 7 funded 3-year-olds.

Children attend a variety of sessions each week. The playgroup have experience of supporting children with special needs and children with English as an additional language.

The playgroup opens three days a week, Mondays, Thursdays and Fridays, term time only. Sessions are from 09.00 to 12.00.

There are four staff who work with the children, two of whom hold an early years qualification and another is currently attending a qualification course. The group receives support from a Pre-School Learning Alliance development worker and a teacher from the Early Years Development and Childcare Partnership.

### How good is the Day Care?

Chislet and District Playgroup provides satisfactory care for children.

Sufficient staff are qualified, but there is no induction training programme for new staff, and some policies and procedures are ineffective. Staff knowledge of the National Standards is limited. Not all staff and the registered person have been vetted. Not all mandatory records were kept or some were not available on the premises for inspection. Ofsted has not been kept informed of changes.

The staff give high priority to ensuring children are safe both inside and outside. The children arrive happily to a welcoming environment. Staff are aware of the importance of good hygiene practice in order to prevent the spread of infection. Children are encouraged to learn about personal hygiene through the daily routine. Staff have a good awareness of children's dietary and medical needs. However, the playgroup does not have written permission to administer medication and permission from parents for seeking emergency medical advice or treatment for all of the children.

Children have the opportunity to play outside in a secure area and they have access to a range of activities indoors. The planning is evolving and is based on the foundation stage; however, staff do not formally plan for the non-funded children. Staff praise and value achievements, listen to children, and act as positive role models. Staff manage behaviour positively and consistently, resulting in good behaviour.

Staff work in partnership with parents, and parents are satisfied with the standard of care and the informal exchange of information about their children's development and activities. Parents are given written information about the curriculum. The policies are available for parents, however, not all policies are in line with current guidance, for example, Ofsted's details are not included in the complaints procedures.

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

At the last inspection the playgroup agreed to develop knowledge and understanding of working with children with special educational needs, carry out risk assessments for safety, health and hygiene, plan daily activities and link these to the early learning goals, and ensure all required documents are in place.

The manager has attended training for children with special educational needs, daily risk assessments have been implemented, but the policy has yet to be adopted by the committee, and planning is evolving. However, all required documents are still not in place.

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

- The staff give high priority to ensuring children are safe both inside and outside. The children arrive happily to a welcoming environment.
- Staff are generally well informed and aware of the importance of good hygiene practice in order to prevent the spread of infection. Children are encouraged to learn about personal hygiene through the daily routine.
- Staff praise and value achievements, listen to children, and act as positive role models. Staff manage behaviour positively and consistently, resulting in good behaviour.
- Staff work in partnership with parents, and parents are satisfied with the standard of care and the informal exchange of information about their children's development and activities.

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

- the policies and procedures; in particular the sick child policy, the complaints procedure, including Ofsted's contact details, the recruitment and induction procedures and the lost or uncollected children policy
- the attendance register, to include daily attendance of staff and visitors

- the vetting procedures for all adults caring for or having regular contact with the children
- the availability of records on the premises for inspection
- the availability of written permission from parents for administering medication and for seeking emergency medical advice or treatment for all children
- staff knowledge and understanding of child protection issues and the National Standards
- planning for children under three years.

### 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	Ensure that registered person and all adults who have access to children are vetted.	31/07/2004
13	Develop staff's knowledge and understanding of child protection issues.	30/10/2004
14	Ensure that all records relating to day care activities are readily accessible on the premises and available for inspection at all times.	31/07/2004
14	Obtain written permission from parents before administering medication to children.	31/07/2004
14	Ensure that there is a daily attendance record of staff and visitors.	30/06/2004

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

Std	Recommendation
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1	Develop and implement recruiting and induction procedures.
1	Develop staff knowledge and understanding of the National Standards.
3	Devise a system for planning for children under three years.
7	Request written permission from parents for seeking emergency medical advice or treatment for all children.

## **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.*