



Office for Standards  
in Education

## COMBINED INSPECTION REPORT

URN 122691

DfES Number: 519677

### INSPECTION DETAILS

Inspection Date 01/03/2004  
Inspector Name Beverley Jane Bruno

### SETTING DETAILS

Day Care Type Sessional Day Care  
Setting Name Charlwood Pre-School  
Setting Address Chapel Road  
Charlwood  
Horley  
Surrey  
RH6 0DA

### REGISTERED PROVIDER DETAILS

Name The Committee of Charlwood Pre-School

### ORGANISATION DETAILS

Name Charlwood Pre-School  
Address Chapel Road  
Charlwood  
Horley  
Surrey  
RH6 0DA

## ABOUT THE INSPECTION

The purpose of this inspection is to assure government, parents and the public of the quality and standard of day care in accordance with the National Standards for Under Eights Day Care and Childminding; and that the nursery education for funded three and four year old children is of an acceptable quality. Inspection of nursery education also identifies strengths and weaknesses so that providers can improve the quality of educational provision and help children to achieve the early learning goals (elgs) by the end of the Foundation Stage. This inspection report must be made available to all parents.

If the setting has been inspected previously, an action plan will have been drawn up to tackle issues identified. This inspection, therefore, must also assess what progress has been made in the implementation of this plan.

### Information about the setting

Charlwood Playgroup is a long established committee run setting. It is situated within the premises of Charlwood Infant School and uses as its activity room, a single story building within the complex. Children have access to the playground for outside play. The playgroup serves the parents from the school and the surrounding community. It is open Monday to Friday, term time only, from 09:15 to 11:45. The playgroup has approximately 27 children on its register of whom 13 are funded three year olds and 8 are funded four year olds. None have special educational needs or English as a second language. There are seven staff in total who are working towards their early years qualifications, and who take advantage of other training opportunities There are normally four staff on duty at all times. Charlwood Playgroup is a member of the Pre-School learning Alliance.

### How good is the Day Care?

Charlwood Playgroup provides good quality care. Staff organise the play room to provide a cheerful environment in which children can enjoy the wide range of activities, toys and resources on offer. There is a lack of toys and resources reflecting positive images of disability. The staff, some of whom have many years experience in the field of child care, support the needs of the children. They ensure they are appropriately deployed and on task. Most of the documentation and records associated with this type of provision are in place.

The staff ensure that identified hazards to children both inside and outside of the provision are quickly minimised. Staff are very knowledgeable on issues relating to children's health and dietary requirements. Their sound work practices ensure that children are fully 'included' and supported. This is also the case in the care of children with special educational needs. Staff have a good working knowledge of how to protect children from child abuse.

Children have access to a balanced mix of care routines and activities that meet their group and individual needs. Staff are very confident in the use of a wide range of appropriate strategies to promote positive behaviour in children.

Staff are fully committed to and value the promoting of partnerships with parents and carers of the children they care for. They feedback to parents at the end of sessions and at informally held meetings during the year. There is a well used notice board, and an operations folder for parents to view.

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

Not applicable.

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

- Two members of staff have taken on the roles of joint Supervisors at short notice. They are committed to keeping the playgroup operational and are actively seeking suitable level three equivalent training courses that will complement their existing extensive experience. They work hard to support the staff in their general duties and their new responsibilities as key workers.
- The staff, a number of whom are new to the setting, are committed to supporting the Supervisors in the building of this new team in terms of their willingness to undertake training, and in the preparation and delivery of activities and care routines.
- Children are able to access and use a good range of structured and child centred activities, which are supported by a wide selection of toys, equipment and resources. Staff manage the session and their interactions with the children in such a way as to maximise the opportunities for learning and building of children's independence and self esteem. Their work processes in terms of their planning and record keeping ensure continuity and progress in children's development.
- Children have access to a welcoming and friendly environment. Staff work hard on a daily basis, in difficult circumstances, to make the activity room inviting and stimulating for children.
- Children enjoy the range of nutritious snacks made available to them. They are offered a drink and biscuit as well as a selection of seasonal fruits.
- Children are encouraged to behave appropriately through the use of an effective selection of age appropriate strategies.
- The parents are provided with considerable amounts of information about the provision. They are actively invited to participate in the preparation of art activities and welcomed to the sessions as parent helpers. The committee take an active and knowledgeable role in the running of the provision.

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

- the method and procedure for gaining written parental consent to give medication and to record the administration of it
- the stock of toys, and resources reflecting for children positive images of disability.

**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  |
|-----|---|
| 7   | Obtain written permission from parents before administering medication to children.                     |
| 7   | Keep a written record, signed by parents, of medicines given to children.                               |
| 9   | Ensure that children have an appropriate range of resources that promote positive images of disability. |

## INSPECTION OF THE NURSERY EDUCATION PROVISION FOR FUNDED THREE AND FOUR YEAR OLDS.

### How effective is the nursery education?

The provision for nursery education at Charlwood Pre-School is generally good. It enables children to make generally good progress towards the early learning goals in personal, social and emotional development; communication, language and literacy and creative development. Children's progress in knowledge and understanding of the world, mathematical and physical development is very good.

The quality of teaching is generally good. Staff form warm, caring relationships with the children and recognise children's differing needs. They understand how children learn and act as good role models. Staff have an understanding of the early learning goals and this is reflected in the planning. An effective assessment system enables staff to closely monitor children's progress. Children's behaviour is very good.

The leadership and management of the setting is generally good. The staff and committee understand their respective roles and responsibilities and the two pre-school supervisors motivate their staff well. Since the recent staffing changes, the two supervisors have shown commitment and dedication to maintaining the pre-school facility and providing a high standard of care for children. The staff team is dedicated to providing a high quality early years service and regularly reviews practice issues to identify where improvements can be made. The supervisors are aware of the current training shortfall, but have taken all available steps to address this.

The partnership with parents and carers is very good. Parents are greeted warmly and talk with staff about their children on a daily basis. They are well informed of current and future topic and activity ideas, through the regular newsletters, parents' folder and notice board. Parents receive information about the early learning goals and children's progress by meeting with staff and by helping in the group. Staff also supply parents with activity ideas to help support their children's learning at home.

### What is being done well?

- Relationships between children and staff are very good. Staff question children effectively and give them good support in their chosen activities. Children are motivated to learn and are encouraged to show interest in their surroundings.
- Children speak confidently and use a wide vocabulary to hold conversations with adults and each other.
- Staff work well together as a team to provide a secure and welcoming environment. As a result, children show good powers of concentration and behave very well.
- Good procedures are in place to ensure parents are welcomed into the group and feel part of their children's learning.

- Children's mathematical skills are developing well, through a range of practical and structured activities.

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

- the organisation of the daily routine to ensure older/more able children are able to participate in extended activities separate from younger children
- the opportunities for children to practise writing skills
- the range of resources available which promote disability positively
- the opportunities for children to use art materials freely.

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

Children's reading skills are promoted through the regular introduction and free accessibility to a range of fiction and reference books.

Children's understanding of the importance of keeping healthy and understanding how bodies change has improved through the regular discussions on the importance of good health and children's observations of how their bodies change after physical exercise.

The system for planning activities has been improved to enable staff to make provision in their plans to cater for children's differing abilities and record how staff will manage this.

## SUMMARY OF JUDGEMENTS

### PERSONAL, SOCIAL AND EMOTIONAL DEVELOPMENT

Judgement: Generally Good

Children are happy and confident and they easily engage in conversation during daily routines and planned activities with adults and other children. Some opportunities are missed for older children to engage in longer conversations and concentrate on activities for longer. Staff value all the children as individuals and show an interest in their work and ideas. Children's behaviour is very good and they have positive attitudes to learning, showing interest and curiosity.

### COMMUNICATION, LANGUAGE AND LITERACY

Judgement: Generally Good

Children are keen to communicate with staff through talk and gesture. They listen to stories and enjoy books on both a one-to-one basis and at group story time. Some children recognise their names and are beginning to write these, but activities such as role play are not extended to include opportunities to write for different purposes. Children are developing a keen interest in sounds and are beginning to recognise some letters of the alphabet.

### MATHEMATICAL DEVELOPMENT

Judgement: Very Good

Children count confidently to 10 and beyond. They skilfully use and recognise numbers in everyday situations. They are encouraged to use simple mathematical concepts such as addition and subtraction through number rhymes, snack time and counting the children at register time. Children are developing an awareness of weight and capacity through the use of resources such as sand and water.

### KNOWLEDGE AND UNDERSTANDING OF THE WORLD

Judgement: Very Good

Children learn to explore and investigate as they engage in topic work. The current topic of animals has enabled them to compare domestic and wild animals and they have enjoyed creative play in the Vet's Surgery. Staff consistently encourage children to talk about and recall past events and they make full use of the countryside around them to explore natural materials. Children explore different cultures and customs and the recent work for St David's Day was very well prepared.

### PHYSICAL DEVELOPMENT

Judgement: Very Good

Children move confidently showing a good awareness of space and others. Good use is made of the outdoor play area, where children enjoy using the bicycles and ride-on toys. Good provision is made for children to climb, crawl and balance using a range of different apparatus. Children are learning to handle tools such as pencils, brushes and scissors with increasing skill.

**CREATIVE DEVELOPMENT**

|            |                |
|------------|----------------|
| Judgement: | Generally Good |
|------------|----------------|

Children are able to explore colour, texture and shape through a good variety of messy play. They learn about rhyme and rhythm through stories, songs and the use of musical instruments. Children develop their imagination through role play activities which are frequently changed to incorporate the current themes. Structured art and craft activities are available daily, but provision for children to use art materials freely is sometimes limited.

**Children's spiritual, moral, social, and cultural development is fostered appropriately.**



## **OUTCOME OF THE INSPECTION**

The provision is acceptable and is of good quality overall. Children are making generally good progress towards the early learning goals. The next inspection will take place in three to four years time.

## **WHAT THE SETTING NEEDS TO DO NEXT: THE KEY ISSUES**

- review the organisation of the daily routine to ensure sufficient opportunities are given for older/more able children to participate in extension activities requiring longer concentration
- provide more opportunities for children to practise writing within the daily routine

*The provider must draw up an action plan within 40 working days of receipt of this report showing how the key issues detailed above will be addressed. The action plan must be made available to all parents and to the Local Authority if required. An evaluation of the action taken will form part of the next inspection of funded nursery education.*

## **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.*