



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 113627

INSPECTION DETAILS

Inspection Date	28/06/2004
Inspector Name	Elaine Simmons

SETTING DETAILS

Day Care Type	Full Day Care
Setting Name	Paddington Pre School Stage Two
Setting Address	The Old Court House College Lane East Grinstead West Sussex RH19 3LS

REGISTERED PROVIDER DETAILS

Name	Mrs Jill Budgen
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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

Stage Two Pre-School has close links with Paddington Pre-School Stage One, both groups are privately owned. Stage Two meets at The Old Court House in East Grinstead. Children are accepted the last year before they may attend full time education.

There are three sessions held children can attend in the morning, at lunch time, or in the afternoon. Monday to Friday 9am-12 noon, lunch 12-13:00, afternoons 13:00 -15:50, term time only. The group offer a play scheme held in August for children aged 3 years and over for 3 days a week.

There are 21 children attending, who all receive government funding, with usually 5 members of staff. There are 5 children who have special educational needs and the staff are working with the ' First Team' from the Early Years Partnership.

Most staff are fully trained or are undertaking training at various levels. Some staff are undertaking further training which include courses in first aid, child protection, and the early learning goals.

Children attend from the surrounding areas.

How good is the Day Care?

The Pre School offer good quality care for children. Staff are friendly and approachable, most staff are fully qualified and regularly attend extra training sessions to update their qualifications. They support one another and work together as a team. The provision is well organised safe and secure, staff make full use of all inside areas available to them. Children are provided with suitable wet weather clothing to ensure they can use the outside area during the winter months. The staff provide a varied selection of suitable, safe toys and equipment.

Staff have a clear understanding of all health and safety requirements, however the full recording of fire drill's and medication administered is not in place. Good hygiene routines are promoted, children's dietary needs and individual routines are met. Staff work with parents to provide the type of care they require. All child protection requirements are understood and shared with parents however the procedure, should an allegation be made against a member of staff, is not included.

Staff provide good activities to help children's development in all areas. They

encourage children's independence skills in every day routines. Children are valued and included, staff recognise the individual needs of children and work with parents and other professionals to plan and help children progress. Children are praised and encouraged at all times and staff are firm but kind when dealing with unwanted behaviour, helping children to learn right from wrong.

Parents are offered good verbal and written information about the setting. This is provided by regular newsletters and notices displayed on the parents notice board. Opportunity is given to parents to meet with their Childs key worker at set times during the school year to discuss their Childs development. They are also encouraged to exchange information to ensure continuity of care.

What has improved since the last inspection?

The staff were asked to ensure positive steps are taken to promote safety within the setting. Security panels have been put in place on the playroom and office doors and procedures put in place to ensure the safe arrival and departure of children.

What is being done well?

- The staff support each other and work well as a team, they attend training to ensure their qualifications are up to date.
- The staff provide good varied activities, safe toys and equipment for the children's enjoyment and to help them develop in all areas.
- They use the areas available to them to ensure the children's needs are met for example by providing wet weather clothing so that children can use the outside play area in the winter months and by using the foyer for P.E. and musical movement.
- Staff work with other professionals and parents to ensure children's individual needs are planned for and met.
- Staff provide good written and verbal information to keep parents informed and encourage parents to exchange information to ensure continuity of care for children.

What needs to be improved?

- The recording of fire drills.
- The recording of medication administered.
- The procedure to cover allegations made against a member of staff.

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
6	Ensure Fire Drills undertaken are recorded.
7	Ensure medication records are completed in full, stating time medication is given and records signed to confirm the procedure.
13	Ensure a written procedure is in place and shared with staff, to deal effectively with any allegations that may be made against a member of staff.

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.