



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 130642

### INSPECTION DETAILS

Inspection Date	28/04/2004
Inspector Name	Hilary Preece

### SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	St James Rd Church Pre-School
Setting Address	St James Road Watford Hertfordshire

### REGISTERED PROVIDER DETAILS

Name	The Committee of Church Office
------	--------------------------------

### ORGANISATION DETAILS

Name	Church Office
Address	St. James Road Watford Hertfordshire WD18 0DZ

## 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

St James Road Church Pre School has been registered since 1992 when the Children's Act came into force, and also provided pre-school provision prior to this date. It operates from a well-maintained church hall. The accommodation comprises an entrance hall, large hall, two small group rooms, a kitchen, two child-sized toilets and a disabled toilet. There is access to a large, recently refurbished outdoor play area, part of which has a safety surface. It is situated within close proximity to St James Church and the setting largely serves the local community of west Watford.

The pre-school is registered for 24 children per session and there are currently 41 children from 2 to 4 years on the roll. This includes 24 funded 3 year olds and 1 funded 4 year old. Children are generally admitted during the term of their third birthday. The setting currently supports a child with special needs and a number who speak English as a second language.

The group opens five sessions a week during school term times. Sessions are from 9.30 am to 12.00 noon on Tuesdays, Wednesdays and Thursdays, and 12.30 pm to 3.00 pm on Tuesdays and Fridays.

The group is run by a committee made up of church members and chaired by the Youth Minister. Five part-time staff work with the children. Two of these are qualified to the equivalent of NVQ Level 3 and beyond, and a further member of staff is working towards a recognised level 3 early years qualification. The group leader is a qualified teacher and has undertaken Special Educational Needs Co-ordinator training.

### How good is the Day Care?

St James Road Church Pre-school provides satisfactory care for children. The church committee are heavily involved in the provision and provide good support to staff. The staff generally organise the provision well to ensure that children have access to a wide range of resources and activities. Most of the staff have early years qualifications or have attended recent training in child care practice. With the help of the committee, the pre-school has produced a comprehensive set of policies and procedures, however, some require attention to ensure they are accurate and effective.

Children's safety is given a high priority and most measures are in place to ensure

the provision is safe for children. The staff are very effective in promoting good health and hygiene practices and children benefit from the nutritious snack they are given. A key worker system is operated and staff have a sufficient understanding of children's needs. Most of the children present on inspection were confident, independent and absorbed in their play. However, some children would benefit from more individual attention to help their development.

The staff plan in advance and provide a range of activities and resources that generally meet the needs of the children. Children are able to access resources easily and staff encourage them to be independent and to make choices. Children with special educational needs are supported through good planning and monitoring. Children generally behave well, though staff could do more to help them understand rule and boundaries.

The staff have developed positive relationships with parents. They value information parents provide about their children and are happy to discuss children's needs and progress at any time. There are effective procedures in place to keep parents informed about their child's time in pre-school and most parents are pleased with the care their children receive.

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

At the last inspection, the provision agreed to ensure that children's contact numbers are available in an emergency, and request written permission from parents to seek emergency medical treatment for children. Children's contact numbers are now kept both in the pre-school records and at the church for use in emergency situations. Parents are asked to complete a consent form for seeking emergency medical treatment.

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

- The pre-school has created a warm and welcoming environment for children and their parents. The staff make good use of indoor and outdoor space to ensure that children feel confident and secure in their surroundings. The outdoor play area has recently been refurbished and provides a stimulating area in which children can explore and develop their physical skills.
- The pre-school provides an appropriate range of furniture and play equipment. The children are able to choose what they want to play with and access equipment easily. This helps to develop their confidence and independence.
- The pre-school promotes healthy eating by ensuring that children are provided with a nutritious snack each day. Further opportunities to experience a range of foods are incorporated in planned activities that include food tastings.
- The staff have developed positive relationships with parents. Information is regularly shared, appropriate records are kept and confidentiality is given a high priority. Staff are further developing links with parents by introducing a

book lending service that benefits parents and children alike.

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

- procedures for recording visitors
- planning of appropriate activities
- safety of the shed windows
- procedures for informing parents of the complaints procedure
- procedures for notifying Ofsted of significant incidents and child protection issues

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

Std	Recommendation
2	Ensure the system for recording visitors to the premises is maintained at all times. This refers to parent helpers, students and other visitors.
3	Develop staff's awareness and understanding of opportunities for learning and play that meet children's individual needs and promote their overall development.
6	Make safe or inaccessible the glass windows in the shed.
12	Ensure that the complaints procedure is updated with relevant contact details of the regulator (Ofsted), and ensure it is available to and understood by parents.
13	Ensure that Ofsted is notified of any significant incidents or child protection referrals.

## **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.*