



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 106967

INSPECTION DETAILS

Inspection Date 09/07/2003
Inspector Name Robin Grierson

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name Hamilton Pre-School
Setting Address Holymead Junior School Annexe
Wick Road, Brislington
Bristol
BS4 4HP

REGISTERED PROVIDER DETAILS

Name The Committee of Hamilton Pre-School Committee

ORGANISATION DETAILS

Name Hamilton Pre-School Committee
Address Holymead Junior School Annexe
Wick Road, Brislington
Bristol
BS4 4HB

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

Hamilton Pre School has been operating since 1995. It is situated within a classroom annexe of Holymead Junior School in Brislington, Bristol. Hamilton Pre school provides care for children from within the local area.

There are currently 60 children aged from 3 to 5 years on roll. This includes 42 funded 3-year-olds and 16 funded 4-year-olds. Children attend for a variety of sessions. There are no children currently attending the group with special needs. All children speak English as their first language.

The group opens mornings and afternoons every weekday during term times. Sessions are from 09.00 until 11.30 each morning and from 12.30 until 15.00 each afternoon.

The group operates with eight members of staff of whom 4four have early years qualifications.

How good is the Day Care?

Hamilton Preschool provides satisfactory care for children. The group is based within a primary school classroom annexe which provides children with easy access to a stimulating range of safe and suitable indoor and outdoor play facilities. The staff have established a high level of risk awareness ensuring that children are closely supervised and safe in their play. However, the group needs to support and structure current practice through the provision of written policies and procedures. The staff have established very good relationships with the children and now possess considerable insight into their individual needs. This knowledge, linked with staff experience of childcare, is used to create a varied and stimulating programme of activities for the children that attend. The relationship between the staff group and parents and carers is good. Parents are satisfied that the children are well cared for and managed in accordance with their wishes.

What has improved since the last inspection?

At the last inspection the group agreed to address a number of actions.

It was agreed that staff files would be made available during inspections, staff files were made available for this inspection.

It was further agreed that Hamilton Preschool would develop and review an operational plan which would be available to parents. The chairperson informs me that the group is in the process of establishing an appropriate plan but that this remains incomplete.

The group agreed to conduct a risk assessment of the premises which would be reviewed at regular intervals. An elaborate list of risks and hazards has been undertaken which are regularly reviewed.

The group were asked to ensure that permission was established to seek medical advice or treatment in the event of an emergency, such consents have now been established.

The group were asked to make available to parents a complaints procedure which included the address and telephone number of Ofsted. This has been established.

It was agreed that parents should be given access to all written records about their children; it is reported that this is now the case.

It was agreed that all staff should be aware of the symptoms of children at risk and of their responsibilities in respect of this. Preschool staff demonstrated an appropriate awareness of child protection issues and of their role and responsibilities within this.

What is being done well?

- - Children are interested and stimulated, staff provide a programme of activities that support all areas of development. Standard 3
- - Children are safe and well supervised, the group provides high staff to child ratio's, they have developed good awareness of safety issues and take appropriate actions to minimise or eliminate risks or hazards. Standard 6
- - The group place significant emphasis on health and hygiene; all staff are first aid trained, children are encouraged to establish good personal hygiene routines.
- - Children behave well; the staff are good role models and relate well with children; they have established a consistent response to behaviour management; they use praise and encouragement to reinforce positive behaviour. Standard 11
- - Relationships between the preschool and parents are good, the group have established a range of procedures to keep parents informed of current events and of the progress that children have made. Standard 12

What needs to be improved?

- - the procedures for communicating information to Ofsted; including relevant changes and matters, for example, changes to staff; standard 1

- -the consistent application of group policies and procedures, including those relating to the recruitment and employment of staff and parents countersigning records; standards 1 and 7
- - the provision of documentation to meet regulatory requirements, including procedures for lost and uncollected children, an effective operational plan and procedures to be followed in the event of an allegation of abuse against a member of staff or volunteer; standards 2 and 13
- - children's awareness of evacuation procedures in the event of a fire. Standard 6

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	Inform Ofsted of significant matters, including changes to staff.	18/07/2003
2	Establish procedures to be followed for lost or uncollected children.	01/09/2003
2	Maintain a list with details of the registered provider, staff and others on the premises with unsupervised contact with children.	18/07/2003

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

Std	Recommendation
1	Ensure staff recruitment and appointment procedures are consistently followed.
2	Establish an operational plan.
2	Include in registers details of staff and childrens arrival and departure.
6	Make children aware of fire evacuation procedures.

7	Ensure consistent application of procedures in respect of obtaining parents signatures to acknowledge the administration of medication.
13	Update existing policy to include procedures to be followed in the event of an allegation being made against a volunteer or member of staff.
14	Update Policies and procedures in line with regulations and the National Standards

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.