



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 146443

INSPECTION DETAILS

Inspection Date 24/11/2003
Inspector Name Gyatri Rupal

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name Timebridge Playgroup
Setting Address Chells Community Association
Mobbsbury Way
Stevenage
Hertfordshire
SG2 0HT

REGISTERED PROVIDER DETAILS

Name Mrs Deborah Prosho

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

The Timebridge Playgroup opened in 1997. It operates from Timebridge Community Centre, situated in the Chells area of Stevenage close to schools and shops. The centre is also used by the other community groups whilst the playgroup is in operation. One big hall is available for the sole use of the playgroup. Kitchen and toilet facilities are shared with the centre. Staff supervise children closely when using the toilet facility. There is a fully enclosed play area used for outdoor activities.

The playgroup is registered for 26 children from 2-5 years. There are currently 35 children on roll. Children attend for a variety of sessions. This playgroup currently supports a number of children with special needs. The group opens five days a week during school term time. It provides four sessions in the week for older children and one session for younger children. Sessions are from 9:15 to 11:45.

Three staff work part time and three staff work full time with the children. The playgroup receives funding for two special needs children from the Early Years Development team.

How good is the Day Care?

The Timebridge Playgroup provides good care for children.

The playgroup provides children with a safe and relaxed environment where they feel settled and secure. The space and play resources are effectively organised to provide a variety of activities and play opportunities for children. The playgroup has a wide range of play resources and equipment to meet all areas of their developmental needs.

The staff gives high priority to the promotion of good health and safety. They take positive steps to promote safety and are conscious of their responsibility to keep children safe. Daily risk assessments help minimise any risk to children on the site and a system is in place to ensure children are collected by a responsible adult. The daily routine is in place, which can be flexible according to the children's needs. Staff are well informed about child protection issues, policies and procedures.

The activities are well planned, and provide opportunities for children to develop all areas of their developmental needs. The staff interact well with the children and help children to learn. The Playgroup promotes equal opportunities within its daily

practice. Staff ensure children with special needs are fully included in activities. However, the Playgroup needs to expand learning resources which promote equality of opportunity, with reference to special needs. The children enjoy a variety of activities.

The Playgroup enjoys a good partnership with the parents - due to friendly staff forming positive relationships with the parents. Key workers often chat informally with the parents about their child and provide written information about the child's progress at the end of the term. Additional information is given in a booklet, posted on the notice board, and there are also termly newsletters. Most of the policies and procedures are well documented. The parents appreciate this provision.

What has improved since the last inspection?

At the last inspection, the playgroup agreed to complete the following actions:

Make available to parents a written statement that provides details of the procedure to be followed if they have a complaint. A copy of the written complaint procedure is given to all the parents and is also displayed on the notice board.

To update the equal opportunities policy. An equal opportunities policy is in place that is consistent with current legislation and guidance. All staff and parents are provided with an up-to-date copy of the policy.

To have a clear medication policy, obtain written permission from parents before administering medication to children. Medication policy and medication consent forms are in place.

To have no smoking policy. No smoking policy is displayed on the notice board.

To ensure that all staff are aware of the possible symptoms of children at risk. Child protection policy procedures and information booklets are in place which staff have access to. Staff are also encouraged to attend a child protection course.

To conduct a risk assessment of the premises- Daily risk assessment and termly risk assessment is carried out by the Officer-in-Charge.

To have a policy on sick children. Policy on sick children is in place.

To develop an operational plan. An information booklet for parents is prepared , most of the policies and procedures are also displayed on the notice board.

What is being done well?

- There is a friendly and relaxed environment where children are well settled. The staff are fully involved with the children and are attentive to their needs. The staff respond to the children's interests and give praise and encouragement at all times.

- There are comprehensive policies for all safety issues. Staff give high priority to children's safety both inside and outside the playgroup.
- There is a strong emphasis on equal opportunities throughout the playgroup. Children with special needs have additional staff support to help them take part in everyday activities. The equal opportunities policy is well written and covers all aspects of the playgroup's work. It is understood by both staff and parents.
- The staff promote good health and hygiene practice through daily routine. Children are encouraged to wash their hands before eating. The playgroup provides healthy snacks.
- Space and resources are effectively organised to help children develop their learning in all areas of child development.

What needs to be improved?

- registration system for staff and children showing hours of attendance
- play resources reflecting equality of opportunities.

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
2	Ensure that there is a system for registering children and staff attendance on a daily basis, showing hours of attendance.
9	Ensure that children have an appropriate range of activities and resources that promote equality of opportunity and reflect disability.

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.