



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN EY244219

### INSPECTION DETAILS

Inspection Date	17/11/2003
Inspector Name	Lindsay Hare

### SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Greenfield Pre-School
Setting Address	Hurst Drive Waltham Cross Herts EN8 8DH

### REGISTERED PROVIDER DETAILS

Name	The Committee of Greenfield Pre-School
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### ORGANISATION DETAILS

Name	Greenfield Pre-School
Address	Hurst Drive Waltham Cross Hertfordshire EN8 8DH

## 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

Greenfield Day Care operates from two classrooms within Greenfield Centre in Waltham Cross. The centre serves the local area.

There are currently places for twenty children from two to five years. Children can attend for a variety of sessions. The setting currently supports a number of children with special needs and who speak English as an additional language.

The group opens five days a week during school term time. Sessions are from 9.00 to 11.30am and 12.45 to 3.15pm, with a breakfast, lunch and after school club that children can access.

Three full time and five part time staff currently work with the children. Over half the staff have early years qualifications to NVQ level 2 or 3.

### How good is the Day Care?

Greenfield Day Care provides good quality care for children aged two to under five years.

There are clear policies and procedures that underpin the day to day running of the setting. Staff implement these and regularly update their training and knowledge.

Most of the safety issues on the premises have been addressed and staff have a good understanding of child protection issues. Children's health and hygiene is generally promoted, especially through the provision of a healthy diet, although the hand washing facilities need attention.

There is a wide range of activities and resources available, especially those promoting equality of opportunity, which keep the children stimulated and interested and allow them to make their own choices. Activities are well planned, including the outside play area and staff interact with the children in order to extend their learning and enjoyment and ensure that each child is included.

Parents are welcomed into the provision and a wide range of information is made available to them. Staff spend time talking to them, so that they are fully aware of each child's individual needs and interests. Staff have a consistent approach to managing children's behaviour.

Most of the documentation is in place, although some records need more detail and confidentiality needs to be maintained with regards to displaying children's details.

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

Not applicable

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

- There is a good selection of resources and displays reflecting positive images of culture, gender, disability and ethnicity that allow the children to extend their learning outside their day to day experiences and ensures that all children are included.
- Staff have a calm, firm approach to behaviour, that is backed up by lots of praise and encouragement. They use appropriate strategies to manage the behaviour and give children explanations as to why the behaviour is unacceptable.
- Children are supported by adults who provide praise and encouragement throughout the session. Children were observed, having opportunities to make their own choices and initiating activities for themselves.
- Staff provide well planned activities and resources, which are easily accessible, in order to give the children a range of stimulating play experiences. Staff communicate well with them and promote language development and mathematical thinking through their everyday play. Activities for the outside area are also planned, ensuring that children can come and go freely.
- A high percentage of staff have an early years qualification and frequently update their knowledge by attending short courses and workshops.
- There is a warm, welcoming environment for both children and their parents, where they are fully informed about the provision through the policies, prospectus, regular newsletters and discussions with staff.

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

- the procedures to follow if a parent fails to collect a child and where a parent has a complaint
- the recording of children's daily attendance, dietary requirements and any medication administered to children
- the confidentiality of children's personal details
- safety in respect of the storage of sharp knives, cleaning fluids, electrical sockets and trailing cables.

**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	Make sure that potential hazards are inaccessible to the children. This relates to the storage of sharp knives and cleaning fluids, the accessible electrical sockets and trailing television cable.
7	Keep a detailed written record, signed by parents, of medicines given to children and ensure good hygiene practices are in place in respect of hand washing.
8	Record information about children's special dietary requirements/ allergies and share with staff.
12	Ensure confidentiality is maintained with regards to the entries in the accident book and displaying children's medical conditions.
14	Ensure that there is a statement to be followed if a parent fails to collect a child, a written statement that provides details of the procedure to be followed if they have a complaint and that the daily record of children's attendance includes the times of arrival and departure.

## **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.*