



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 101739

INSPECTION DETAILS

Inspection Date	24/05/2004
Inspector Name	Jennifer Read

SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Abbeydale Playgroup
Setting Address	Glevum Way Abbeydale Gloucester Gloucestershire GL4 4BL

REGISTERED PROVIDER DETAILS

Name	The Committee of Abbeydale Playgroup
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ORGANISATION DETAILS

Name	Abbeydale Playgroup
Address	Glevum Way Abbeydale Gloucester Gloucestershire GL4 4BL

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

Abbeydale Playgroup opened in 1985. It operates from Abbeydale Community Centre in the residential area of Abbeydale in Gloucester. The playgroup have sole use of the main hall and shared use of the toilets and kitchen area during operating hours. The other main users of the centre are Tumbletots, the Rainbow, Scouts and Brownie groups and the local community. The groups never use it at the same times. There is an outdoor space with grassed areas.

The playgroup is registered to care for 26 children aged between 2 and 5 years. There are currently 52 children on roll. The Playgroup is in receipt of education funding and at present has 32 funded 3-year-olds and 16 funded 4-year-olds attending. Abbeydale Playgroup is open during school terms, on a Monday, Tuesday, Thursday and Friday between 09.00 and 11.30, and for the pre-school session between 12.00 and 15.00 on a Monday, Thursday and Friday. The playgroup supports children with special needs. There are currently no children who attend who speak English as an additional language. Children attend from the Abbeydale and local area.

The children are cared for by a team of five members of staff all of whom have appropriate childcare qualifications and experience. The playleader and deputy have completed the National Vocational Qualification in Childcare and Education at Level 3. All staff are trained in first aid. Parent helpers assist at the playgroup on a rota basis. Abbeydale Playgroup receives support from the Gloucestershire, Playgroup and Toddler Association (PATA) field worker and Area Special Needs Co-ordinator.

How good is the Day Care?

Abbeydale Playgroup provides satisfactory care for children. The playgroup offers a warm, bright environment where children appear happy and play confidently within the well-organised space. There are clear systems in place to ensure children's safety and staff demonstrate a good awareness of safety issues. Detailed risk assessments are completed on all areas used by the children. Children demonstrate a good awareness of hygiene routines and why they need to wash.

The staff use their experience and knowledge of childcare to provide interesting, structured and free-choice activities. These encourage children's learning, development and awareness of other cultures. Children's decision-making skills, independence and opportunities to explore are promoted well through the good

selection of toys and activities and clear layout of activities. Opportunities for children to access the outdoor-play facilities are restricted. Children relate well to their peers and the staff during play.

Children are given a sufficient range of healthy snacks and drinks. Staff have a proactive approach to the care of special needs and take effective steps to integrate and include all children. Children's behaviour is managed appropriately by staff with their calm approach.

The playgroup has built-up a suitable partnership with parents. Staff ensure a regular exchange of information is shared with parents about their child's care and progress. Not all consents, policies and procedures are complete and shared with parents. Staff's knowledge and understanding of child protection issues, of procedures to follow with a child protection concern and if allegation of abuse is made while a child is in their care is limited. Staff demonstrate partial awareness of the circumstances when they notify the regulator. The medication and attendance records are not complete. All documentation is easily accessible and stored securely.

What has improved since the last inspection?

At the last inspection, the provider was given three actions to address: to set out an action plan detailing how the person-in-charge will gain a level 3 qualification; how they intend to ensure at least half of all staff hold an appropriate level 2 qualification and to ensure that forms for approval of committee members are submitted at the earliest opportunity. The new playleader holds an appropriate level 3 qualification and all staff have completed relevant training up to level 2 and 3 to ensure children are cared for by staff with suitable training and qualifications. The chair person and committee changed in September 2003, Ofsted was not informed of the change. Through discussion the chair person, playleader and staff are now fully aware of the circumstances to notify the regulator about changes to staff. Forms are currently being completed for the change over of committee for September 2004.

What is being done well?

- Staff have experience of caring for children with special needs. The special needs co-ordinator demonstrates a sound awareness of the Special Educational Needs Code of Practice 2001 and she maintains clear and accurate paperwork. She works closely with parents, staff and other professionals to ensure children are integrated, included and their welfare and development promoted.
- Children play with a broad range of activities and have frequent free-play opportunities to support their learning, development and awareness of other cultures. These are well organised and provide good levels of challenge. The playgroup is well resourced with age-appropriate toys and play materials.
- Staff manage children's behaviour appropriately. Praise is used effectively to reinforce children's good behaviour and value their achievements.

- There is a detailed health and safety policy that is implemented well by staff. Fire procedures are clearly displayed and detailed risk assessments are carried out to ensure children play within a safe environment and potential hazards are reduced on outings.

What needs to be improved?

- notification to the regulator of any changes in circumstances that may affect the registration
- the permission from parents to seek emergency medical advice or treatment and the safe storage of medication
- the complaints procedure, to include the Ofsted contact details and to provide parents with details of who to contact with a concern
- staff's knowledge and understanding of child protection issues and of procedures to follow with a child protection concern. The child protection policy to include a procedure to follow if an allegation of abuse is made against a member of staff
- the written records of medication administered to children and of children and staff's attendance

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	Ensure Ofsted is informed of relevant changes and matters.	24/05/2004
13	Develop staff's knowledge and understanding of child protection issues, and extend the child protection policy to include the procedure to follow if an allegation of abuse is made while a child is in their care.	07/06/2004

14	Ensure the written records of all medication administered to children are in place, and the attendance register records children and staff's times of arrival and departure.	07/06/2004
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The Registered Person should have regard to the following recommendations by the time of the next inspection

Std	Recommendation
7	Request permission from parents to seek emergency medical advice, and ensure medication is clearly labelled and stored appropriately.
12	Extend the complaints procedure to include the Ofsted contact details. Provide parents with details of who to contact with a concern.

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.