



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN EY136364

INSPECTION DETAILS

Inspection Date 08/01/2004
Inspector Name Julie Denise Edmonds

SETTING DETAILS

Day Care Type Full Day Care, Sessional Day Care
Setting Name Acle Pre School
Setting Address Fletcher Room, Fletcher Way
Acle
Norwich
Norfolk
NR13 3RQ

REGISTERED PROVIDER DETAILS

Name The Committee of Acle Pre School 1073002

ORGANISATION DETAILS

Name Acle Pre School
Address Fletcher Room, Fletcher Way
Acle
Norwich
Norfolk
NR13 3RQ

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

Acle Pre-School is committee run and opened in its current premises in 2002. The group originally opened in 1976. It operates from a purpose built unit positioned within the primary school grounds. Acle Out of School Club run from the same premises. There is an enclosed outdoor play area. The pre-school mainly serves the local community.

The pre-school are registered to care for a total of 26 children between two and under five years. The group accepts children from 2 1/2 years. There are currently 49 children on role from 2 1/2 to 4 years. This includes 24 funded 3 year olds and 4 funded 4 year olds. Children attend for a variety of sessions. One child currently attending has special needs. No children speak English as an additional language.

The pre-school opens Monday to Friday 09.15 to 11.45 each term. The group also open afternoons from 12.15 to 15.15, however these sessions are not run every term. Music sessions are currently run by the group for an hour on Tuesday afternoons from 14.15, when parents stay with their children.

There are seven staff. Three staff are on duty each session. The supervisor post is shared. Both supervisors and one further staff member are qualified to NVQ level 3. One staff member is qualified to level 2 and is attending further training to gain level 3. Three unqualified staff members are currently attending training to gain level 3 qualifications.

The setting receives support from a teacher from the Early Years Development and Childcare Partnership (EYDCP).

How good is the Day Care?

Acle Pre-School provides good care for children.

Staff work well as a team ensuring sessions operate smoothly. Staff qualification requirements are met at most sessions and will be met at all when current training has been completed by unqualified staff. The attractive and easily accessible premises are welcoming. The range of toys and activities covers the different areas of children's development and provides opportunities for active and quiet play. Policies, procedures and record keeping are generally good. However, there is no procedure to be followed in the event of a child being lost and the accident record is

not always completed in full.

A risk assessment is in use and reviewed. The group take measures to reduce risks indoors, outdoors and on outings. Access to the premises is monitored effectively. Daily routines followed by staff maintain high standards of hygiene at the premises, helping to prevent the spread of infection. Healthy and varied snacks are offered to children.

The children are interested in and fully occupied with the toys and activities provided, which are changed during the session giving choice and variety. Staff are aware of and provide for children's individual needs, for example settling children in and allowing for children's individual pace. Appropriate steps are taken when a child is identified with special needs, working in partnership with parents and other professionals.

Staff have a good relationship with parents and welcome them into the group. Verbal information is exchanged daily and in private as appropriate. Written information is provided, including an initial information leaflet about the setting and regular information for parents of children attending.

What has improved since the last inspection?

At the last inspection the pre-school agreed to submit an action plan setting out how the supervisors will achieve a level 3 qualification.

Both supervisors are now qualified to this level, meeting qualification requirements for the person in charge.

What is being done well?

- The pre-school staff have commitment to attend training and gain recognised qualifications, keeping the group up-to-date with current practice.
- The premises are a welcoming, warm and clean purpose built unit. There is good use of the available space, with separate areas for table top activities, free play and a quiet comfortable corner to rest and relax. The display areas are well used, adding to the child centred environment.
- Staff are involved with the children's play, taking interest and talking with them about the activities. Spontaneous opportunities are used well, encouraging children to develop their play and learning. Children are also given time to develop their own play independently and together, providing opportunities for friendships to develop.
- Reassurance, praise and encouragement are given as appropriate. Staff are good role models and encourage children to have regard for each other, creating a caring and friendly environment.

What needs to be improved?

- written procedures, in the event of a child being lost
- the accident record, to ensure it is always completed in full and signed by the parent.

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 written policies include procedures to be followed in the event of a child being lost.
7	Ensure the accident record is always completed in full and signed by the parent.

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.