



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 113726

### INSPECTION DETAILS

Inspection Date	24/11/2004
Inspector Name	Diane Ryan

### SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	St Matthews Pre-School
Setting Address	St. Matthews Church Hall 101 Tarring Road Worthing West Sussex BN11

### REGISTERED PROVIDER DETAILS

Name	Mrs V Charman
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## 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

St Mathews Pre-School is a privately run group. It opened in and operates from three rooms in St Mathews Church hall. It is situated in Worthing, West Sussex. A maximum of twenty-six children may attend the pre-school at one time, eight of these may be aged under three years. The pre-school is open each weekday from 09:00 - 12:00 term time only. There is an enclosed outdoor play area.

There are currently 36 children aged from two to five years on roll. Of these 21 children receive funding for nursery education. Children come from the local residential area. The nursery currently supports one child with English as an additional language and five children with special educational needs.

The pre-school employs seven staff. The head teacher and three members of staff hold an appropriate qualification. There are two members of staff working towards a qualification.

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

### How good is the Day Care?

St Mathews Pre-School provides good quality care.

An experienced staff team work well together to ensure consistent care for children. The hall used by the group is spacious and bright and well laid out to ensure children can easily move from one activity to another. There is a good range of toys and materials and many resources reflect our diverse society. Most records are in place and well maintained. Policies and procedures are clear and well known by staff although two minor amendments are needed.

Regular risk assessments enable staff to identify potential hazards and minimise accidents. Good routines for hand washing help children understand the need for good personal hygiene. Snacks and drinks are nutritious and help children develop good eating habits. Staff have a good understanding of their role in child protection and know how to proceed if they have concerns, although they need to implement a record of existing injuries. Children are valued as individuals and their differences acknowledged. The provision for children with special needs is good and those who speak English as an additional language are supported.

Children are happy and confident and develop good relationships with staff and peers. Children enjoy a broad range of well-planned activities that help develop independence and cater for all tastes. There is an outdoor area but staff also plan well to ensure a good balance of physical and quiet play indoors. Staff listen to children and join in child-initiated games. Behaviour management is good and children respond to well deserved praise.

Parents receive a prospectus that gives good information about the provision. Regular newsletters and a notice board inform parents of play themes. Parents find staff friendly and approachable.

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

At the previous inspection the group agreed to ;

Set out an action to show how at least half the staff will obtain at least a level two qualification.

Make sure a written complaint procedure, which shows the address and telephone number of the regulating body.

Undertake a risk assessment to ensure the gas fire does not pose a risk to children.

The group informed Ofsted on the 10/03/2004 that these had all been completed .

When undertaking inspection the complaints procedure contained the information about the committee not the regulating body - OFSTED.

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

- Relationships between staff and children are very good. Staff are calm, caring and supportive. They listen to and value children's ideas. Praise and encouragement help children feel good about themselves and develop a willingness to learn and feel secure and happy.
- Staff create a warm and welcoming environment for adults and children.
- Space is well-organised allowing children to move freely from one activity to another. There are many bright displays around the room with the children's work labelled and displayed neatly. There is a secure outdoor play area, which is made good use of.
- Safety procedures are very good. Nobody can enter the provision unannounced. If somebody other than the parent is collecting a child then staff ask parents to provide detailed information. Staff are vigilant at all times.
- Behaviour management is good. Children respond well to staff's request for good behaviour. Staff are good role models and children are well behaved and polite to staff and peers.
- The partnership with parents is good. Staff are friendly and receptive to parents views. Staff work closely with parents to ensure good quality care for

the children. Regular verbal feedback informs parents about their children's development and the provision.

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

- the visitors book recording contact information
- the complaints policy
- the record of injuries a child arrives with

#### **PREVIOUS COMPLAINTS (This section applies only to inspections carried out from September 2004. The complaint record relates to complaints from the last inspection or 1st April 2004 whichever is later.)**

Since the last inspection Ofsted have not received any complaints about this provider.

#### **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 a contact address is recorded for visitors in visitors book.
12	Ensure complaints policy includes address and telephone number of OFSTED.
13	Ensure all injuries a child arrives with are recorded.

## **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.*