



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 127376

### INSPECTION DETAILS

Inspection Date 27/09/2004  
Inspector Name Claire, Alexandra Parnell

### SETTING DETAILS

Day Care Type Sessional Day Care  
Setting Name Mereworth Pre-school  
Setting Address Village Hall  
Butchers Lane, Mereworth  
Maidstone  
Kent  
ME18 5QD

### REGISTERED PROVIDER DETAILS

Name The Committee of Mereworth Pre-school

### ORGANISATION DETAILS

Name Mereworth Pre-school  
Address 188 Butchers Lane  
Mereworth  
Maidstone  
Kent  
ME18 5QE

## 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

Mereworth Pre-School has been established for 25 years.

It operates from a single storey village hall in the village of Mereworth. The premises are in a quiet residential area of Mereworth village. The group have sole use of the premises and serves the local area.

There are currently 59 children on roll. This includes 26 funded three-year-olds and two funded four-year-olds. Children attend for a variety of sessions. The setting currently supports three children with special needs. There are currently no children attending who speak English as an additional language.

The group opens five mornings and two afternoons a week during school term times. Sessions are from 09:15 until 12:00 and 12:30 until 15:00.

There are 13 staff who work with the children. Three of the staff have early years qualifications to NVQ level 2 or 3 and one is a qualified teacher. There are four staff currently working towards a recognised early years qualification.

The setting receives support from a teacher from the Early Years Development and Childcare Partnership (EYDCP). The group are run by a voluntary committee and are members of the Pre-School Learning Alliance (PLA).

### How good is the Day Care?

Mereworth Pre-school offers a satisfactory standard of daycare.

A full operational plan is displayed, accessibly to the parents, in the entrance hall of the premises. Children are organised in small groups for structured play, but they also have opportunities to play in large groups and individually. Good use of both halls are made by staff. Most documentation is available and complete, although some needs further accessibility to parents and some needs further information.

The premises are safe, where children are subtly supervised by vigilant staff. Good hygiene is implemented well, including food handling and hand washing. Children have access to fresh drinking water throughout the session, and are offered healthy options of snacks. Staff are knowledgeable in the individual children's needs, and reflect this in the care they are offered. A system is in place to enable children are kept safe from harm.

A full range of free play and structured activities are available to all children. All the children's development is monitored and recorded, regardless of their funding. Some staff use their experiences to reflect positive images in the children's play. The staff emphasize positive recognition of behaviour with all children and have effective systems in place for challenging behaviour.

The partnership with parents is good. They have access to large amount of displayed and verbal information and are welcomed into the group throughout the session.

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

At the last inspection, the group were not given any actions to meet. However, the group have endeavoured to continue their training programme to ensure further staff gain relevant early years qualifications.

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

- Staff are vigilant with regard to the children's safety. They supervise the children subtly, giving them opportunities to play freely. The premises are assessed regularly and fire procedures are carried out well. The group have an effective procedure implemented for the safe and authorised collection of children.
- The staff experience of supporting both parents and children with special needs. Planned activities ensure that all children are included, with relevant equipment and resources available to assist all children's inclusion. Staff liaise with other professional bodies to ensure continuity of care.
- Children behave well. The staff use a strong emphasis on positive recognition, backed by an effective written procedure. Staff give and expect children to explain their actions and discuss carefully the implications of these on others. Records of significant incidents are kept confidentially and shared with relevant people.
- Staff ensure that records of relevant information are updated regularly, particularly contact numbers and authorised people. Staff endeavour to give continuity between home and the setting by discussing issues with parents.

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

- the documentation; to ensure parents have access to all policies and procedures and the extension of medication records with clarification for parents of when the medication was administered.
- the accessibility of children to the disabled toilet, to ensure children cannot be locked in.

**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 should have regard to the following recommendations by the time of the next inspection**

Std	Recommendation
2	Extend the non-collected procedures and make both non-collected child and lost child procedures available to parents.
6	Introduce a system to ensure children cannot be locked in the disabled toilet.
7	Show evidence of parents being informed of the time of medication administration.
12	Update the complaints procedure to ensure parents have access to Ofsted's contact information.
13	Update the child protection procedures with local information and make the procedures accessible to parents.

## **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.*