



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 101903

INSPECTION DETAILS

Inspection Date 20/11/2003
Inspector Name Ruth Tharme

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Smiley Faces
Setting Address Jersey Street
Cheltenham
Gloucestershire
GL52 2JP

REGISTERED PROVIDER DETAILS

Name

ORGANISATION DETAILS

Name Smiley Faces
Address Holy Trinity Primary School
Jersey Street,,
Cheltenham
Glos
GL52 2JP

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

Smiley Faces opened in 2000. It operates from a portacabin within the grounds of Holy Trinity Primary School. It serves families from the local area as well as those with connections to the school.

There are currently 43 children aged between four and eleven years on the roll. There are no children in receipt of funding at present.

The group opens five days a week during term time. Out of school sessions are from 08.00 to 08.45 and from 15.00 to 18.00. Playgroup sessions for children aged two years-nine-months to five years will be offered from January 2004. The sessions run from 09.00 to 12.00 five days a week during school terms.

Two full-time and two part-time staff work directly with the children. The play leader holds a level 3 qualification in play work. One other staff member holds a level 2 qualification in play work. Two staff members are currently on training programmes. The group receives support from a development worker through the Early Years Development and Childcare Partnership.

How good is the Day Care?

Smiley Faces provide satisfactory care for children. Staff provide a warm and friendly welcome and children feel happy and confident in their care. The premises are clean and well maintained. Staff have a high level of risk awareness and actively promote good hygiene practices and ensure children's safety. However there is no system in place for recording the administration of medication and there are no procedures in place for dealing with allegations against staff should the situation arise.

A broad range of activities which promote children's development are on offer. They are well supported by a good range of appropriate equipment. Resources which promote equality of opportunity are of particularly high quality. Staff are knowledgeable about children's individual needs and meet them appropriately. However they do not have a working knowledge of the Code of Practice for the Identification and Assessment of Special Educational Needs. They have a calm and friendly approach and involve children in setting their own boundaries, which has encouraged good behaviour.

There is a very good relationship with parents. Relevant information is shared with them on a daily basis. Staff take time to ensure that children are cared for in accordance with parents' wishes. They are well informed about individual children and their needs, before care commences. Registration documentation is clear, accurate and up to date.

What has improved since the last inspection?

Not applicable as this is the first inspection since registration.

What is being done well?

- There is a wide range of interesting and stimulating activities on offer. Children are able to make choices and clearly enjoy their activities.
- The Smiley Faces building is extremely welcoming and friendly. It is well maintained and cleaned regularly.
- Staff have a good level of risk awareness. The regular programme of risk assessment and careful deployment of staff ensure children's safety. They are active in promoting good hygiene practices.
- Children are cared for in accordance with parents' wishes. Staff are knowledgeable about individual needs and take steps to ensure that they are met appropriately.

What needs to be improved?

- documentation to record the administration of medication
- knowledge and understanding of the Code of Practice for the Identification and Assessment of Special Educational Needs
- procedures for dealing with allegations made against members of staff.

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
14	Devise appropriate procedures for dealing with possible allegations of abuse made against members of staff.	31/01/2004
14	Obtain written permission from parents before administering medication and keep a written record, signed by parents, of medicines given to children.	31/01/2004

The Registered Person should have regard to the following recommendations by the time of the next inspection	
Std	Recommendation
10	Ensure that staff have a clear knowledge and understanding of appropriate action to take when a child with special needs is identified or admitted to the provision.

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.