



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 203668

### INSPECTION DETAILS

Inspection Date 19/08/2003  
Inspector Name Linda Oliver

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Chiglets Holiday Scheme  
Setting Address CJYC The Synagoue  
Limes Ave  
Chigwell  
Essex  
IG75 5NT

### REGISTERED PROVIDER DETAILS

Name Chigwell and Hainalt Maccabi (chigs JYC) 1059762

### ORGANISATION DETAILS

Name Chigwell and Hainalt Maccabi (chigs JYC)  
Address Communal Hall, The Synagogue  
Limes Ave  
Chigwell  
Essex  
IG7 5NT

## 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

Chiglets Holiday Scheme opened in 1992. It is based within the Chigwell and Hainault Synagogue and operates from a large hall and has access to 4 other rooms, toilets, a cloakroom and kitchen facilities. There is an enclosed, hard surfaced playground for outdoor games and sports. The scheme serves the local and wider area.

The scheme is registered to provide places for sixty children aged between 4 and 8 years. There are currently eighty-one children on roll. Children aged eight to eleven years also attend the scheme but the total number of children allowed on the premises at any one time must not exceed ninety. The setting currently supports a small number of children with special needs and who speak English as an additional language.

The scheme opens for 3 weeks during the Summer holidays on Mondays, Tuesdays and Wednesdays. Sessions are from 09:30 until 15:00hrs. The scheme also operates during the other school holidays.

There are 8 full time staff work with the children at the scheme, 4 of whom have Early Years qualifications. There are also 4 volunteer helpers who work with the children. Young people aged eleven - eighteen years also attend the scheme in the capacity of helpers.

The holiday scheme operates for the children of the Jewish faith and within the scheme there is a strong sense of religious, cultural and family identity.

### How good is the Day Care?

Chiglets Holiday Scheme provides satisfactory quality care for children.

The organisation of the setting is good. Staff and space are used well to provide a warm and welcoming atmosphere which is appropriate to children's needs during the school holidays. Organisation is flexible to allow children to choose activities or relax. A good range and balance of equipment is available, which is fun, provides challenges and meets the needs of the children attending. Most policies and procedures are in place but some need reviewing and updating. Staff are adequately trained and have experience of working with children. There is a good induction procedure for all staff and volunteers before the scheme opens.

Most safety procedures are in place and staff are deployed effectively to ensure children's welfare and safety. However, no written assessments are made of the risks, inside and outside the premises. Staff aim to get to know children's individual personalities and develop good relationships between themselves and the children. Children are encouraged to be independent. Staff and volunteers provide good role models and enjoy their work with the children. They are made aware of the needs of individual children, and of equality and child protection issues.

The staff provide a wide range of activities and equipment which meet the needs of all ages of children attending the scheme. Children are valued for what they can achieve. Children behave very well and are polite and friendly to each other and to the adults working with them.

There is an effective partnership with parents who are provided with information regarding the activities organised for the children. Staff ensure that children are looked after according to parents' wishes and confidentiality is maintained at all times.

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

At the last inspection the setting agreed to devise and practice emergency evacuation procedures. This has been completed as seen in the fire log book.

The setting also agreed to devise a written statement for special needs, a record of significant events, a medication policy and a record of visitors which are all now in place.

Written parental permission for seeking emergency medical advice or treatment and a policy about the exclusion of children who are ill or infectious have not been completed and are included as recommendations.

The address of the regulator has been included in the complaints procedure, but not the telephone number.

Training and qualification requirements are currently being met.

A copy of the public liability insurance was sent to the Regional Office.

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

- The ratio of staff/helpers to children is high, ensuring that children are well supported in all activities and providing them with a secure and reassuring environment.
- Staff, space and resources are used well to allow children to participate in activities of their choosing. Staff plan a good range and balance of interesting activities which meet the overall needs and interests of the children. Good relationships are being made between the children and staff.
- There is a wide range of resources and equipment which is fun, provided

challenges and meets the needs of all the children attending the scheme.

- All children are included and can take part in the activity of their choosing. Children are valued for what they can achieve and their individual needs are met.
- Children are very well behaved. They understand the boundaries set and staff manage unwanted behaviour appropriately and sensitively.
- There is a warm, caring and welcoming environment for parents and children which ensures that children are being looked after according to parent's wishes.

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

- policies for equal opportunities, special needs, behaviour management , the exclusion of ill or infectious children and administering medication;
- the procedures to be followed for the protection of children and staff, in the event of a lost or uncollected child and for completing the accident book;
- documentation, a current public liability insurance certificate for display and parents permission to seek emergency advice or treatment;
- the assessment of risks both inside and outside the premises.

#### **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
6	produce and implement an action plan to identify, assess and minimise the risks to children and staff inside and outside the premises
2	devise a procedure to be followed in the event of a child being lost or uncollected from the scheme
6	obtain public liability insurance and display the certificate in a prominent

	position
7	keep a written record, signed by parents, of any accidents
7	request written permission from parents for seeking emergency medical advice or treatment
7	devise and implement a clear policy, understood by all staff and discussed with parents, regarding the administration of medication
7	devise and implement a policy about the exclusion of children who are ill or infectious and make sure parents are made aware of it
12	include the telephone number of the regulator in the complaints procedure
13	ensure that the child protection procedure complies with the local Area Child Protection Committee (ACPC) procedures and includes procedures to follow in the event of an allegation being made against a member of staff or volunteer
14	review and update policies for equal opportunities, special needs and behaviour management

## **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.*