



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 116768

INSPECTION DETAILS

Inspection Date 21/01/2004
Inspector Name Sonjia Nicholson

SETTING DETAILS

Day Care Type Full Day Care
Setting Name Manor Farm Day Nursery
Setting Address Manor Farm Middle School
Rose Avenue, Hazlemere
High Wycombe
Buckinghamshire
HP15 7PH

REGISTERED PROVIDER DETAILS

Name Ms. Katrina Wilsher

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

Manor Farm Day Nursery opened in 1991. It operates from a single storey building within the grounds of Manor Farm Middle School in Hazlemere on the outskirts of High Wycombe. The nursery serves children living in the surrounding areas.

There are currently 60 children from 3 months to 5 years on roll. This includes 16 funded 3-year-olds and 3 funded 4-year-olds. Children attend a variety of sessions throughout the week. The nursery currently supports a number of children with special needs.

The nursery opens five days a week for 51 weeks of the year. Sessions are from 08.00 until 18.00.

Eleven staff work with the children along with a cook and three staff who cover lunch breaks. The majority of staff have early years qualifications to NVQ level 3. One member of staff is currently working towards a recognised early years qualification. The nursery receives support from the Early Years Development and Childcare Partnership.

How good is the Day Care?

Manor Farm Day Nursery provides good quality care for children. The nursery provides a warm, welcoming environment for children and parents. All aspects of the provision are well-organised; effective use is made of space, staff and resources to ensure children are well cared for. Children have access to a range of toys and equipment, most of which are in good condition.

Mealtimes are well managed and the food offered provides children with a variety of healthy options. Staff have a good understanding of safety issues and most areas for promoting children's good health have been addressed.

Staff work very well with children; they keenly interact in their play and spend time developing trusting relationships. Staff plan a range of interesting activities and offer daily opportunities for children to play outside. Children are happy and settled; they are well-behaved and respond well to the consistent daily routine in place. Staff are relaxed and confident in their care of babies.

Staff develop good relationships with parents who are happy with the service provided. Information about the care offered is communicated by staff on a daily

basis but there are no procedures in place to share children's developmental records with parents. All regulatory records are in place but some lack the necessary detail. There is strong leadership from Senior Management who provide clear guidance for staff to keep them informed and up to date with current practice and ensure they have a consistent approach to their work.

What has improved since the last inspection?

At the last inspection the Registered Person agreed to ensure details of risk assessments are documented and available for inspection, ensure all staff involved in handling food attend a Food Handling course, ensure registers contain the date of birth of all children, ensure the sandpit is covered when not in use, make the staff toilet inaccessible/safe to children and ensure the cook's Food Handling certificate is displayed.

A risk assessment of the premises has been undertaken and its findings documented; this was made available during the inspection. All staff involved in food preparation have now completed Food Handling courses; certificates including the cook's, are now displayed. A new cover has been made for the sandpit which is now covered when not in use. The bolt in the staff toilet has been removed and no longer poses a hazard to children. Registers in each room now contain the date of all children attending.

What is being done well?

- Staff plan, and enthusiastically implement, a wide range of activities linked to monthly themes such as 'Things that Fly', that develop all areas of children's play and learning. They make good use of the large, interesting garden for children to play, socialise and explore. Children appear happy and settled; they confidently approach adults, are familiar with the established daily routine and benefit from the consistent staff team. The key worker system in place ensures staff know the children in their care well. Children with special needs are particularly well-supported by staff who work with parents and outside agencies to provide individual care and attention.
- Staff offer good care to babies; they interact warmly during all aspects of their care, talking freely and giving frequent cuddles. Staff work in partnership with parents to ensure babies individual routines for sleeping and feeding are followed; information about their progress and the care received is shared freely at the end of the day.
- The nursery promotes healthy eating through the food and drink provided; menus are varied and meals are homemade and nutritious. Staff are aware of and meet the needs of children with special dietary requirements. Mealtimes are sociable events where staff encourage children to learn good manners.
- Staff work well together as a team; they assist one another throughout the day and a friendly rapport is evident. Staff roles and responsibilities are discussed at regular staff meetings and pertinent information is shared

through memos. There is a strong commitment to staff training. All staff have access to courses provided by the Early Years Development and Childcare Partnership (EYDCP) and participate in in-house training organised by senior management, who have a clear vision about the organisation of the nursery and expectations of staff.

What needs to be improved?

- nappy changing procedures, to ensure all staff wear gloves to prevent the spread of infection
- information for parents, to ensure records detailing children's development and achievements are shared on a regular basis
- documentation, to ensure the times of children's arrival and departure are recorded, the Equal Opportunities statement is developed into a policy, all records of accidents are signed by parents and the Complaints policy provides parents with details of Ofsted's role and contact details
- maintenance of toys and resources, to ensure they are clean and in good repair.

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
5	Ensure toys and equipment are regularly maintained so they are clean and in good repair.
7	Ensure staff follow good hygiene procedures during nappy changes to prevent the spread of infection.

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.