



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 113510

INSPECTION DETAILS

Inspection Date 24/05/2004
Inspector Name Karin Lane

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name Happy Hours Pre-School
Setting Address The Community Centre
Broadfield Barton
Crawley
West Sussex
RH11 9BA

REGISTERED PROVIDER DETAILS

Name The Committee of Happy Hours Pre-School

ORGANISATION DETAILS

Name Happy Hours Pre-School
Address The Community Centre
Broadfield Barton
Crawley
West Sussex
RH11 9BA

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

Happy Hours Pre-school opened in 1976, moving to its present premises in 2001. It operates from two rooms in a Community Centre, located in the Broadfield area of Crawley. The facility mostly serves the local area.

There are currently 55 children from 2 to 5 years on roll. This includes 39 funded three-year-olds and 13 funded four-year-olds. Children attend for a variety of sessions. The setting currently supports a number of children with special needs, and who speak English as an additional language.

The group opens term times. There are morning sessions from 09:15 until 11:45 Monday to Friday. Afternoon sessions are held Monday, Wednesday and Friday from 13:00 until 15:30.

There are six full and part-time staff who work with the children. Over half the staff have early years qualifications to NVQ level 2 or 3. One member of staff is working towards a recognised early years qualification. The setting receives support from a teacher and mentor from the Early Years Development and Childcare Partnership (EYDCP).

How good is the Day Care?

The setting provides good care for children. Staff hold suitable qualifications and have the opportunity to attend additional relevant training. Staff work together as a team and are well deployed, giving good supervision to the children. Adult: child ratio's exceed requirements. All documentation is in place, however there are some minor issues regarding confidentiality, collection procedures and the complaints procedure. There is good quality equipment to support children's learning and play.

There is a high regard to safety at the setting, the premises are kept secure and staff are vigilant. Children's health and well-being are promoted, and staff act in the child's best interest if they are unwell. However, there are hygiene issues regarding the disposal of paper towels and hand washing prior to snack. Drinks are available throughout the session and a healthy snack is provided, staff being aware of allergies and special diets. All children are treated as individuals and valued at the setting, with appropriate resources to support this. There are good procedures in place to support children with special needs. Staff are aware of their responsibilities to protect children in their care.

Staff are very friendly, devoting their time to the children. Topics are planned which relate to the children's interests. Children have the opportunity to take part in a range of experiences which are interesting and stimulating. There are effective methods of promoting good behaviour.

Parents are kept well informed about the setting by a variety of methods, including a prospectus, notice boards, newsletters and meetings.

What has improved since the last inspection?

At the last inspection the pre-school agreed to conduct a risk assessment of the premises and to ensure the complaints procedure includes details of the regulator.

A full risk assessment is undertaken annually. There are daily checks both indoors and out prior to the children's arrival, to assess the safety of the premises.

Details of how to contact the regulator are included within the prospectus given to all parents. However, the complaints procedure has not yet been up-dated.

What is being done well?

- The premises are made welcoming to children with murals, posters and children's work displayed.
- Children are interested in the themes and activities offered and play well together. They confidently approach adults. Staff ensure there are opportunities to extend children's learning by providing appropriate activities. Children have fun and learn.
- There is a small outside play area available. Staff ensure there is shade by erecting an awning. Although this area has to be shared with another facility, the children do not miss out on physical activities when it is not their turn to play outside. Appropriate activities are provided indoors ensuring children can develop physically.
- The facility promotes healthy eating. Parents provide fruit, which is cut up and shared between the children at snack-time. The current theme is "about me", including what we eat, a story about fruit was read, supported by the children being able to look at, sniff and taste a variety of fruits encouraging an interest in healthy eating. All the children were given a book to take home about the benefits of 5 fruit and vegetables a day to share with their parents.
- The facility supports children with special needs and who have English as an additional language. Staff have attended training, they value working in partnership with parents, and know what to do to support the children, enabling them to progress.
- The setting has a parent's notice board on an easel, set up at the entrance. This is a valuable tool to keep parents informed of themes and what is happening within the facility. This enables a parent, if they wish, to support what their child does within the group, at home.

What needs to be improved?

- the arrangements for recording visitors;
- the arrangements when others are collecting children;
- the arrangements for hand washing and disposal of paper towels;
- the complaints procedure to include details of how to contact the regulator.

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
6	Ensure suitable procedures are in place regarding who is collecting a child.
7	Ensure good hygiene practices are in place regarding hand washing.
12	Ensure the complaints procedure includes contact details of the regulator.
2	Ensure that details of all visitors to the facility 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.