



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 224923

INSPECTION DETAILS

Inspection Date 24/06/2004
Inspector Name Rosemary Linda Tomkins

SETTING DETAILS

Day Care Type Sessional Day Care, Out of School Day Care
Setting Name Woodcross & Manor Playgroup and Breakfast Club
Setting Address Manor Community Centre
Ettingshall Road
Wolverhampton
West Midlands

REGISTERED PROVIDER DETAILS

Name Wolverhampton City Council

ORGANISATION DETAILS

Name Wolverhampton City Council
Address Woodcross Community Association
Ettingshall Road
Wolverhampton
WV2 2RQ

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

Woodcross & Manor Playgroup opened in 1984, the Breakfast Club opened in 2002. They operate from one room and the large hall at Woodcross Community Centre, Wolverhampton. The groups serve the local and wider surrounding areas.

There are currently 18 children from 2 to 4 years on the playgroup roll and 10 children from 4 to 11 years on the breakfast club roll. Children attend for a variety of sessions. The playgroup currently supports children with special needs.

The playgroup open five mornings and Wednesday and Thursday afternoons each week during school term times and also opens for two weeks of the school summer holidays. Sessions are from 09:05 until 11:30 and 13:00 until 15:00.

The breakfast club opens five days a week during school term times. Sessions are from 07:30 until 08:45.

There are six staff who work with the children. Half the staff have early years qualifications to NVQ level 2 and 3. Two staff are working towards NVQ level 2 and 3 qualifications. The playgroup receives support from the area Special Educational Needs Co-ordinator.

How good is the Day Care?

Woodcross & Manor Playgroup and Breakfast Club provides satisfactory care for children.

Staff give high priority to ensuring children are safe both inside and outside the nursery. They consistently carry out the procedures outlined in the comprehensive safety policies but there is not a procedure in place for staff to follow in the event of a child being lost. Staff ensure that the available space is well organised and planned. Children with special needs are fully included in activities and supported. Staff provide a warm and welcoming environment.

There are procedures in place to ensure staff have a consistent approach to their work, such as staff meetings and training plans. The staff team work to a high child adult ratio and ensure children are well supervised at all times.

Children are provided with interesting imaginative activities both inside and outside the playgroup, the children enjoy outings during the Summer term. Children are

happy, settled and absorbed in their play.

Children in the breakfast club plan and organise their own activities and are escorted to the adjoining school.

Staff are aware of children's individual needs and attend to their health and dietary needs competently. However, some health records and procedures lack necessary detail.

Children are well behaved and respond well to requests to help clear away activities, share and take turns. Children have warm relationships with staff and each other.

There are very good relationships with parent and carers. They are provided with detailed verbal information on activities and progress of their children on a regular basis. Written information on organisation and events is provided during each term, parents support the groups with fund raising projects.

What has improved since the last inspection?

At the last inspection the provider agreed to provide evidence of public liability insurance. The provider has obtained a copy of an umbrella policy provided by the Local Authority which is displayed in the Community Centre office area.

What is being done well?

- Staff plan and organise the space well. They provide opportunities for children to choose and play imaginatively.
- The children are interested and absorbed in their activities and well used to the routine, they are happy and settled.
- Children and parents are welcomed individually into a warm and welcoming setting.
- Children in the breakfast club are provided with a choice of breakfast food and drinks.
- Children in the groups are well behaved and have good relationships with staff and each other. Children show concern for one another and easily share and take turns.
- The relationships with parents and carers is very good, parents have open access to their children's records at all times and complete questionnaires for sharing and comments on the operation of the groups. The parents support the groups with their fund raising and summer outings.

What needs to be improved?

- the arrangements to provide a policy and procedure for lost children.
- the arrangements to maintain confidentiality of accident records and complete details of children's names within the record.

- the procedure for obtaining written parental permission for emergency medical treatment.
- the arrangements for ensuring the Child Protection Policy contains a procedure to follow in the event of allegations of abuse or neglect.

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
2	Ensure there is a policy for lost children.	24/07/2004

The Registered Person should have regard to the following recommendations by the time of the next inspection

Std	Recommendation
14	Ensure the Child Protection Policy includes a procedure for staff to follow in the event of allegations of abuse or neglect.
7	Ensure the accident record is maintained confidentially and contains a complete record of children's names.
7	Ensure written parental permission is obtained for seeking emergency medical treatment for children in the playgroup.

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.