



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 253492

### INSPECTION DETAILS

Inspection Date	08/10/2004
Inspector Name	Diana Pidgeon

### SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	South Witham Village Playgroup
Setting Address	South Witham County Primary School Water Lane South Witham Lincolnshire NG33 5PH

### REGISTERED PROVIDER DETAILS

Name	The Committee of South Witham Playgroup
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### ORGANISATION DETAILS

Name	South Witham Playgroup
Address	c/o South Witham County Primary School Water Lane, South Witham U/A

## 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

South Witham Playgroup is a committee run provision, which opened in 1988. It is situated in the centre of South Witham village and serves the local rural community. The playgroup operates from a classroom in the main building of the village primary school. The provision has use of the school hall, playground and school field.

Currently there are 29 children from 2 years to 4 years on roll. This includes 17 funded 3-year-olds. All of the children speak English as their first language. The playgroup supports children with special educational needs.

The playgroup opens each weekday during school term times only. On Monday, Tuesday and Wednesday sessions are held in the morning and afternoon. The morning session is from 09:00 to 11:45 and the afternoon session is from 12:30 to 15:00. On Thursday and Friday there is only a morning session and that runs from 09:00 to 12:00. The afternoon sessions are held specifically for funded children who are preparing for school.

The playgroup employs three members of staff on a full-time basis and seven relief staff who can provide cover for absences. The supervisor holds childcare qualifications and the other two staff are currently working towards appropriate qualifications in line with the playgroup's action plan.

The playgroup is a member of the Pre-School Learning Alliance and receives support from Lincolnshire Early Years Development and Childcare Partnership.

### How good is the Day Care?

South Witham Playgroup provides good quality care for children. Staff offer a warm welcome and an organised environment, which helps children feel secure and settled. The playroom is attractively presented and children are able to move around safely and play comfortably. Good quality toys and books, including those that reflect diversity, are used effectively to meet the children's developmental needs. Records, policies and procedures are maintained to a high standard and support children's care.

Staff actively promote children's health and safety. Regular risk assessments are conducted and staff are vigilant in their supervision of the children. Good hygiene practices are implemented. Staff demonstrate a good knowledge of the child

protection procedures and the latest guidance is shared with parents and the committee. Snack time is well organised and helps children learn about healthy eating.

Staff plan a varied range of activities that capture the children's interest and successfully promotes their development and learning. Staff work closely with the children and skilfully adapt activities to meet children's individual needs. Suitable systems are in place to support children with special educational needs although staff's knowledge is not complete. Children's positive behaviour is promoted through praise and rewards.

Good written information is provided for parents, which keeps them informed about the playgroup and their child's progress. Parents are welcome in the playgroup and can be involved in many ways. They comment positively about the friendliness and approachability of the staff.

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

At the last inspection the provider agreed to devise policies and procedures for the administration of medication and for lost or uncollected children. They also agreed to write an action plan to show how staffing qualification requirements would be met.

Suitable procedures are now in place for staff to follow in the event of a child being lost or not collected at the end of a session. This improves safety for children and ensures parents and staff are aware of any actions to be taken under these circumstances. A clear policy has been written to clarify how and when medication can be given to children and the consents and recording required. This has been implemented effectively and so promotes children's good health. An action plan has been written to show how and when staff will access training in order that the overall qualification requirements for staff are met. This is currently being implemented and two staff are attending training. This means that once completed the children will benefit from having 100% qualified staff working with them.

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

- The playgroup provides a welcoming environment where children are happy and confident learners. Children's artwork and photographs of them at play are attractively displayed. Staff ensure that toys and activities are organised to create an inviting environment before children arrive.
- Staff plan a good range of first hand experiences that help children develop their knowledge, skills and understanding. Children explore sand, construct train tracks and thread bobbins with sustained concentration. Staff carefully monitor their progress and use the information gathered to plan for their next steps in learning.
- Good information is available to parents about the playgroup and their child's progress. They are able to discuss any issues with staff daily and there are formal opportunities to discuss their child's recorded achievements. Parents are welcomed into the group and some play an active role through their

involvement in the committee or through fund raising.

- Staff know the children well and are aware of their individual needs. They plan topics that help children learn about other countries, cultures and lifestyles, which help to widen their knowledge and understanding.
- All aspects of documentation are well organised and maintained to a high standard. Policies are regularly reviewed and adapted to reflect current practice.

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

- staff's knowledge and understanding of issues relating to special educational needs

#### **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
10	Develop staff's knowledge and understanding of special educational needs

## **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.*