



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 135034

INSPECTION DETAILS

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| Inspection Date | 18/06/2003 |
| Inspector Name | Ann Elizabeth Hector |

SETTING DETAILS

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| Day Care Type | Full Day Care |
| Setting Name | Elgin Pre-School |
| Setting Address | Elgin Community Centre Harrow Road London W9 3RS |

REGISTERED PROVIDER DETAILS

| | |
|------|----------------|
| Name | Ms Jenny McCoy |
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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

The Elgin pre-school is a community playgroup which is situated on the Elgin Estate.

The setting is open Monday - Friday school terms only. Sessions 9.30 am to 12.00 noon and 12.45 pm to 3.15 pm.

There is a small, paved, securely fenced play area near the setting for outdoor play. Access to the premises is through the community centre entrance up a narrow staircase.

An intercom is used to monitor access to the playgroup.

The setting is a large hall with kitchen, children's toilets, staff facilities, storeroom and office branching from the main hall.

The building is maintained to a suitable standard.

There is access to a fenced outdoor area, also there are regular outings to local facilities suitable for the children to use. The facility is easily accessible by bus.

There are currently no children with Special Educational Needs and none with English as an additional language.

There are 3 members of staff with the required childcare experience and qualifications, including PSLA Foundation course and NVQ Level 3 in Childcare and Education.

How good is the Day Care?

The Elgin Pre-School provides good care for children.

The space is well set out to allow children to move easily between activities and the learning areas. Children's paintings and arts & craft work is displayed on the walls.

Staff are effectively deployed to respond readily to the needs of the children and receive access to relevant training. The Deputy Manager has completed her NVQ

Level III in Childcare and Education. An attendance record is kept for staff and children. This is well-maintained and kept up to date. Other documentation is of a generally good standard, however, not all the progress records for each child are current.

Staff demonstrate good awareness of health and safety - there is an outings procedure clearly setting out staff responsibilities. Sick children are made safe and comfortable until their parents arrive. Medication and accident records are kept for more than the required 2 years. Packed lunches are supplied by the parents. Facilities for storing these are adequate and drinks are given regularly.

Most of the Pre-School resources are of a good standard, however, some books are worn and damaged;

The learning opportunities organised by the staff offer imaginative and creative activities to promote the children's development. The pre-school is organised into learning areas to match the learning goals of the curriculum for the 3-4 year olds.

What has improved since the last inspection?

The Actions set in the previous inspection regarding staff recruitment, designated deputy, fire drills, archiving records and a record of visitors have all been addressed.

What is being done well?

- There is effective deployment of staff to meet the needs of the children; staff were available to them without their being intrusive.
- Activities are stimulating and well thought out. Staff demonstrate the ability to extend children's learning creatively, eg. 'bean bags' activity held the children's attention and was extended by introducing a balance for weighing the beans.
- The space is well used; the staff team noted a space was under used, the quiet room, and made a change by introducing physical play equipment, this has proved popular with the children.
- There are good procedures in place to ensure premises are secure.
- Fire safety requirements are complied with. All staff are certified First Aiders.
- There are procedures in place to record the children's individual needs. Some multi-cultural play materials have been purchased and staff pay attention to children's individual dietary needs.
- The Manager has kept staff informed of their responsibilities to enable children with special needs to be included in the group.
- Staff and parents are aware of their responsibility for child protection.
- Records are accessible and securely stored maintaining confidentiality.

What needs to be improved?

- children's progress folder;
- supply of books including positive images of culture, race, gender, religion and disability.

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 |
|-----|--|
| 3 | Up date children's progress folders. |
| 5 | Replenish the supply of books including positive images of culture, race, gender, religion and disability. |

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.