



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 137372

### INSPECTION DETAILS

Inspection Date	02/12/2004
Inspector Name	Cheryl Walker

### SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Tower Pre-school
Setting Address	Orpington Baptist Church Station Road Orpington Kent BR6 0RZ

### REGISTERED PROVIDER DETAILS

Name	The Committee of Tower Pre-school
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### ORGANISATION DETAILS

Name	Tower Pre-school
Address	Orpington Baptist Church Station Road Orpington Kent BR6 0RZ

## 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

Tower pre-school is run by a board of Trustees appointed by the church, this includes parents of children attending the group. The pre-school is situated in the church premises in Orpington, very close to the High Street.

The premises comprises one large and one smaller hall with kitchen and toilet facilities. There is no outdoor play area. The group operate from 9:20 to 12:20, Monday to Friday during term-time only. A maximum of 32 children aged between 2.5 and 5 years attend from the local community. The group supports children with special educational needs and children for whom English is an additional language.

There is a team of 7 staff, 4/5 of whom work at every session, depending on the numbers of children present.

### How good is the Day Care?

Tower Preschool provides satisfactory care for children. Staff work well together to provide a child centred, friendly environment. The group is well-organised and has clear systems and routines to aid the smooth running of each session. Well written policies and procedures are in place and are available to parents. A high proportion of the staff team hold relevant qualifications, enabling children's needs to be recognised and met. Record keeping and required documentation is well-ordered. Some members of staff have not yet been thoroughly vetted, although systems are in place to rectify this.

High priority is given to health and safety within the group. Staff's practice is consistent with written policies to ensure children's safety. Regular risk assessments take place and actions noted. Staff are aware of their responsibilities with regard to children's health and take appropriate measures to ensure they are well cared for. Children with additional needs are well supported.

Children are confident and happy and have good relationships with their peers and the staff team. A good range of activities, toys and equipment are provided to encourage children's learning, independence and social skills. Staff demonstrate a good understanding of children's individual needs.

Parents are kept well informed of children's progress and there is good written information available. Questionnaires received indicate that parents are happy with

the group's facilities.

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

At the last inspection the group were asked to ensure the Chair person had been vetted and to add to some of the policies and procedures. These actions have been met.

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

- The premises are well maintained, providing a welcoming environment for parents and children.
- The staff team work well together and are clear about their individual roles within the setting.
- Children are confident and play co-operatively with their peers in small groups.
- A wide range of age appropriate activities are regularly available to children, allowing them choice and variety.

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

- the vetting of new staff members
- the recording of all staff emergency contact details.

#### **PREVIOUS COMPLAINTS (This section applies only to inspections carried out from September 2004. The complaint record relates to complaints from the last inspection or 1st April 2004 whichever is later.)**

There are no complaints to report.

#### **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?**

<b>The Registered Person must take the following actions by the date shown</b>		
Std	Action	Date
1	Process appropriate checks for all new staff to the group and provide evidence of enhanced disclosures obtained.	31/01/2005

<b>The Registered Person should have regard to the following recommendations by the time of the next inspection</b>	
Std	Recommendation
1	Ensure written emergency contact details are obtained from all staff.

## **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.*