



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN EY241127

INSPECTION DETAILS

Inspection Date	03/07/2003
Inspector Name	Cathleen Howarth

SETTING DETAILS

Day Care Type	Out of School Day Care, Sessional Day Care
Setting Name	Colden Playgroup
Setting Address	Smithy Lane Colden Nr Hebden Bridge HX7 7XW

REGISTERED PROVIDER DETAILS

Name	The Committee of The Committee
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ORGANISATION DETAILS

Name	The Committee
Address	C/O Colden School Smithy Lane, Colden, Nr Hebdon Brifge Halifax West Yorkshire HX7 7XW

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

Colden playgroup and Colden OOS are situated in port cabin accommodation adjacent to Colden Junior and Infant school. The porta cabin has been recently erected and replaces the previous building . At the back of the port cabin there is an enclosed grassed play area and decking.

The port cabin is self contained with separate w.c's and hand wash facilities and an additional w.c and hand wash facility for wheelchair users.

There are 2 large classrooms. One used by school reception class used alternatively by Play Group for funded 3 & 4yr olds. Play Group for 2 & 3yr olds operates from the other school room and incorporates OOS and Holiday Play Scheme. This room has an office, kitchen and storage cupboard.

The playgroup is open every morning for funded 3 and 4 year old children from 09:20am - 11:50am.

On Tuesday and Thursday between 13:00 - 15:00pm there are sessions for children aged 2 - 3 years.

The OOS club is open Mon - Frid term time from 07:45 - 09:15am and 15:40 - 18:15pm. Out of term from 08:30 - 17:30pm.

Currently there are no children with special educational needs and no children who speak English as an additional language. A permanent member of staff speaks Urdu.

There are two permanent members of staff who work with the children in both settings. They are appropriately qualified and experienced. Both staff are qualified first aiders. A member of staff will complete the Child Protection course through Calderdale EYDCP in September 2003.

At the time of inspection there are 11 funded 3 year olds and 2 funded 4yr olds who attend play group sessions.

Play Groups and OOS are run by a charity and there are three Trustees.

The management committee has day to day responsibility for the provisions and includes parent representatives.

How good is the Day Care?

The overall judgement for the quality of day care is satisfactory.

The inspection focused on the Play Group for children aged 2 - 3 yrs and OOS including Summer Play scheme.

Staff at the provision are enthusiastic and committed to their work.

Regular parent / volunteers are taken into account in the normal staffing ratios and they are a valuable part of the service. Care must be taken to ensure the number of children attending each session does not exceed the condition of registration.

Committee, and parent / volunteers have provided a creative outdoor play facility which the children use to its full extent. OOS benefits from the well resourced Play Group that already have a wide range of toys, books and equipment for the under 5's. The Leader has obtained an art and craft book which includes creative activities for older children to enjoy. However the Summer Play scheme will need to ensure enough resources are available to provide sufficient challenge for older children during extended operational hours.

Documentation and records for both settings was well presented and up to date. Staff will ensure the register taken for each session includes the name of staff and parent / volunteers.

OOS has agreed to include children in the planning process which also includes menus and strategies for behaviour management.

What has improved since the last inspection?

Not applicable

What is being done well?

- The Leader for the Tuesday and Thursday sessions maintains records that exceed the National Standards for 2 - 3 yr olds and includes observations of individual children's progress.
- The Leader for OOS has implemented a star chart to recognise children's good behaviour.
- The Management Committee ensure staff have paid , quality time to maintain records.

What needs to be improved?

- maintain appropriate staff ratios for playgroup and out of school sessions
- systems for managing access to the port cabin

- availability of records during sessions, including staffing details
- daily registers to include staff and volunteers and the times of arrival and departure of each child
- existing arrangements for induction and supervision
- resources and activities to meet the needs of all children attending out of term play scheme and to include positive images to reflect disabilities
- safety of outdoor play area and risk assessments before trips and outings

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 a daily register is recorded to include staff and volunteers and the times of arrival and departure of each child.	04/07/2003
3	OOS: Ensure resources and activities meet the needs of all children attending Summer Play Scheme.	04/07/2003
6	Ensure outdoor play area is secure, and free from potential hazards for trips and falls	04/07/2003
6	OOS: Ensure risk assessments are completed before trips and outings	04/07/2003
8	OOS: Ensure adequate provision is made for food and drink for Summer Play Scheme.	04/07/2003
2	Ensure appropriate staff ratios are maintained and the number of children attending each session does not exceed condition of registration	04/07/2003
6	Ensure an effective system for managing access to the porta cabin and a record of visitors is available for inspection.	04/07/2003

11	Ensure an Incident record is available for inspection.	04/07/2003
13	Ensure the complaints record is available for inspection	04/07/2003

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

Std	Recommendation
1	Provide a check list on-site re staff records / documentation including contact number of administrator to obtain further details.
2	OOS: A roster to ensure appropriate staffing levels for Summer Play Scheme.
2	Policy for shared use of building during term time.
2	Formalise existing arrangements for induction and supervision.
2	Extend existing key worker system to include all settings.
3	Play Group: Provide positive images of disability
4	Ensure the w.c. for wheelchair users is free from obstruction.
7	Review the medication policy and procedure.
7	Obtain the list of notifiable events from OFSTED
8	OOS: Include children in the planning of the menu and organising / participation at snack time.
11	OOS: Consult with children about rules and expectations for the Summer Play Scheme and agree behaviour management strategies with parents.

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.