



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 323098

INSPECTION DETAILS

Inspection Date 01/02/2005
Inspector Name Susan Patricia Birkenhead

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name St Pauls Playgroup
Setting Address St. Pauls Church
75 Chain Lane
St. Helens
Merseyside
WA11 9QF

REGISTERED PROVIDER DETAILS

Name The Committee of St Paul's Playgroup

ORGANISATION DETAILS

Name St Paul's Playgroup
Address St. Pauls Church
75 Chain Lane
St. Helens
Merseyside
WA11 9QF

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

St. Paul's Playgroup has been registered for approximately 20 years. The playgroup operates from the community rooms rear of St Paul's Church, Blackbrook, which is close to St Helens. The playgroup serves families in the local and wider community. The children have sole use of two large rooms during the hours of operation, the outdoor play space and the associated facilities.

A maximum of 41 children aged two years six months to five years may attend the playgroup at any one time. The playgroup is open each weekday from 09:00 to 11:30 during term time only. There are currently 41 children on roll, of these 28 receive funding for nursery education.

The management committee employ 9 staff. Two of the staff hold relevant Early Years qualifications and 4 staff including the supervisor are working towards a relevant Early Years qualification.

The playgroup staff are in receipt of support from the Early Years Advisory teacher. The playgroup have been awarded the "Flying High" accreditation through the Early Years and complete self evaluations on an annual basis as part of this accreditation.

How good is the Day Care?

St Paul's Playgroup provides good quality care for children. The required staff qualifications ratio is currently not met. The Supervisor and three staff are working towards relevant Early Years qualifications. Attention is required to demonstrate when this requirement may be achieved. Staff are committed to attending short training courses. Good use is made of the facilities available to meet the needs of the children. Children are secure and confident in the setting. The playgroup is well resourced with play materials, furniture and equipment both indoors and outdoors, to ensure the environment is safe and the needs of the children are met. Children learn about diversity through the resources and themes followed. In the main all records were available for inspection. Attention is necessary to the policies and procedures and the medication record.

Staff take positive steps to promote safety. They make children aware of potential hazards and discuss with them the consequences of their action to make them aware of hazards. Hygiene practices in the main are promoted and children learn about personal hygiene. Attention is necessary to ensure a more hygienic procedure

is implemented for children drying their hands after washing. Children have access to drinking water at all times, staff are aware of children's dietary needs and the snack provision promotes healthy eating. A designated member of staff is appointed as the Senco worker for children with special needs.

Planning of activities is in place which take account of all aspects of the children's development. Systems are in place for monitoring the children's developmental progress. Children have access to play and stimulation indoors and outdoors.

Procedures are in place which keep parents informed about the playgroup and their children's developmental progress. Parents contribute by providing information about their child initially to enable staff to provide appropriate care. All records are shared with parents.

What has improved since the last inspection?

During the last inspection five actions were raised as follows:

to develop a system to ensure that all equipment meets safety standards and is checked before each use; provide evidence of satisfactory safety checks completed by external agencies, in this case gas and electrical safety inspection, fire safety environmental health; ensure that any low level glass is safe or made inaccessible to children; conduct a risk assessment on the premises and equipment; request written parental consent to seek any emergency medical advice or treatment needed. Since the last inspection action has been taken to address the actions raised as follows:

risk assessments have been developed and are reviewed monthly. There are systems in place for checking the safety of equipment daily; low level glass has since been made safe; the enrolment form has been modified to ensure there is space for parents to consent to emergency medical advice; an annual contractor completes the gas safety checks on the premises and a copy of the electrical safety report completed on 24/07/2003 was made available and is due for renewal 5 years from the date of the report other reports have since been forwarded to Ofsted Regional Centre.

What is being done well?

- Staff commitment to training courses. Additional training courses have been completed enabling staff to increase their knowledge and skills, which benefit the children's care. Courses completed include: child development, SENCO training, foundation training, behaviour management, practical maths, creativity etc.
- Play and care practice. Activities and play resources are planned daily and provide opportunities for children following varied themes and topics. Children can play freely, take part in adult initiated activities and creative play, imaginary play experiences, outdoor play, relax to look at books and instigate their own play. Staff interact well with the children supporting and guiding them through their learning as required. Staff encourage children to explore and ask questions to encourage them to think for themselves.

- Good use is made of the facilities available. Children are organised into smaller key worker groups at times during the session using the different rooms accessible to them. The outdoor area has a safety surface fitted and in addition the remaining area provides for greater freedom of movement.
- The provision of play materials and resources available. Children can relax, play and eat in comfort. They can make decisions for themselves and choose what they want to take part in. Children learn about diversity through the planning of activities and the range of resources that reflect race, culture and disability.
- The approach to caring for children with special needs. The designated senior worker has a good understanding of the Code of Practice and its requirements for assessing children's developmental needs.
- Children are well behaved and interested in their play. Staff recognise their achievements and good behaviour through praise and reward systems in place. Staff work together to provide a consistent approach for managing children's behaviour.

What needs to be improved?

- documentation, to ensure policies/procedures contain information that is consistent with the legislation and guidance to the national standards, with particular reference to standards 7, as the policy made available to parents does not advise them of the procedures for sick children 9, as there is no reference to the current legislation and guidance, 12 as the complaints policy available to parents does not reflect the name, address and telephone number of the regulator and 13 as there is no reference to procedures followed should allegations be made against staff
- procedures followed for promoting children's health and hygiene practices. There is no formal procedure currently in place for staff to obtain written parental consent re the administration of medication to a child, information is currently written into the back of a book using pencil. The children have access to a communal fabric towel, which they use after washing their hands in the bathroom. This method is not conducive in preventing cross infection
- documentation regarding staff qualifications to ensure the staff qualifications ratio is maintained to the required level. The supervisor and three staff are currently working towards Early Years qualifications, however there is no action plan in place to reflect when this criteria will be achieved by.

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.)

Since April 2004 there has been one complaint received relating to National Standard 6: Safety, with reference to a child having an accident when staff appeared unaware of how it had happened and National Standard 7: Health, where it was

reported that first aid was not given to the injured child and the accident was not recorded in the accident record book.

Ofsted carried out a visit to the playgroup to investigate the allegations made. The relevant records were inspected and discussion took place. There was sufficient evidence to suggest Standard 6 was met in relation to the child not being supervised appropriately. Records indicated that there was more than the required staff on duty on the day of the accident and the administration of first aid was in line with the playgroups policy which, meets the required standard. The relevant documentation and care practices demonstrated that that national standards 7 and 14: documentation, had not been met in relation to this accident reported. Two actions were raised: firstly, to ensure that all detail relating to this accident were recorded in the accident book and secondly that Ofsted should be notified of all significant events such as this.

A satisfactory response to the actions raised has since been received. The registered provider remains qualified for registration.

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
7	Ensure good hygiene practices are in place regarding hand washing.
7	Develop a system for obtaining written permission from parents before administering medication to children.
12	Make parents aware of the name, address and the telephone number of the regulator within the complaints policy.
14	Develop policies and procedures to reflect aspects contained in the guidance to the national standards with particular reference to standards 7, 9, 11 and 13.
2	Develop an action plan that sets out how supervisor and staff qualification requirements will be met.

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.