



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 123595

INSPECTION DETAILS

Inspection Date 19/01/2004
Inspector Name Anne Dowse

SETTING DETAILS

Day Care Type Creche Day Care
Setting Name Westminster Lodge Creche
Setting Address Westminster Lodge, Holywell Hill
St. Albans
Hertfordshire
AL1 2DL

REGISTERED PROVIDER DETAILS

Name St Albans Leisure Ltd, Leisure Connection

ORGANISATION DETAILS

Name St Albans Leisure Ltd, Leisure Connection
Address Dunstable Road
Redbourn
St. Albans
Hertfordshire
AL3 7PR

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

Westminster Lodge Crèche opened in 1989. It is part of Leisure Connection chain and is situated adjacent to Westminster Lodge Leisure Centre, St Albans in Hertfordshire. Only people using the leisure facilities are able to access the crèche. It operates from 09:15 a.m to 14:00 Monday, Tuesday, Thursday and Fridays and on a Wednesday from 09:15 to 15:30. It is open all year round except for bank holidays and for two weeks between Christmas and the New Year. The crèche is registered to care for a maximum of 16 children from 3 months to 5 years, with a maximum of 9 children under 2 years.

Children are able to stay in the crèche for a maximum of 2 hours at one time.

The crèche was purpose built and has sole use of the building.

There is a fully enclosed garden which the children can access.

There are presently seven members of staff employed who work various hours to meet child/adult ratios, depending on the number of children booked into the crèche on that day.

All staff are suitably qualified and/or experienced, holding Early Years qualifications. All staff have completed first aid training.

How good is the Day Care?

Westminster lodge crèche provides satisfactory care for children aged three months to five years.

Good use is made of space with designated areas for mobile and non-mobile babies. These areas are inviting to children, however, the temperature needs to be adequately maintained in all rooms.

Adult/child ratios are adhered to although a deputy is yet to be appointed. Children are greeted on an individual basis and staff are able to meet the children's individual needs through the daily routine. Children are given individual attention and praise, and staff are able to administer comfort in an appropriate manner.

A variety of activities are offered and these are planned around different themes such as animals, weather, religious festivals. These are incorporated and linked into

art and craft activities, stories and singing.

There is an adequate selection of toys and resources available to the children, however, some of the books need to be made more accessible. Toys and resources are of good quality and age appropriate to the children being cared for. Children are able to move freely around and make choices.

The crèche is safe and staff carry out risk assessments. All necessary steps have been taken to prevent accidents. A range of policies and procedures are in place, some of which need reviewing and implementing to ensure the children's safety at all times.

Good hygiene practice is implemented throughout the day with staff encouraging children to wash their hands before eating.

An effective partnership with parents has been developed. Staff spend time talking to them and finding out about the child's daily routine. Sharing of information is done through registration forms, a parents notice board and parents feed back forms. Samples of children's work is collected and given to parents when the child leaves the crèche. Parents feel that the crèche staff are always caring and friendly and provide them with good feedback on their child's wellbeing.

What has improved since the last inspection?

At the last inspection staff were asked to provide an action plan on ensuring that all staff are vetted. All staff have now completed Criminal Record Bureau checks and procedures are in place for new staff. Staff needed to ensure that staff caring for babies are qualified to do so. A copy of all staff's qualifications have been forwarded to Ofsted.

Some safety issues which were highlighted were making a bookcase secure, ensuring staff ratio's are met at all times, ensuring emergency contact numbers are added to the children's record of information. All these issues have been satisfactorily dealt with.

The outside garden area was identified to have dangerous weeds growing in it. These have now been removed and checked on a regular basis.

What is being done well?

- Space is used effectively to meet the individual needs of the children. There are designated areas for mobile and non-mobile babies. (Standard 4)
- Staff listen to what children say and allow them to make decisions. Children are given praise and the staff respond to their individual needs in an appropriate manner. (Standard 3)
- Staff takes positive steps to promote safety within the setting and ensure that precautions are taken to prevent accidents. (Standard 6)
- Staff have an effective partnership with parents. Information is exchanged on

a regular basis and procedures keep parents informed about the provision and their child. (Standard 12)

What needs to be improved?

- the procedures for informing Ofsted of relevant changes and for appointing and vetting staff (Standard 1)
- the accessibility of all toys and resources (Standard 5)
- the implementing and reviewing of policies and procedures (Standard 14)
- the maintaining of adequate temperatures in all rooms (Standard 4)

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
1	Provide evidence that there are effective procedures in place for appointing and vetting staff and informing Ofsted of any changes.	29/02/2004
2	Provide action plan as to how a named deputy leader will be implemented.	31/03/2004
14	Provide action plan as to how policies and procedures will be updated in areas of child protection, lost or uncollected children and completing accident forms.	29/02/2004

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

Std	Recommendation
4	Ensure all rooms are maintained at an adequate temperature.

5	Ensure children have access to all toys and resources.
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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.