



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 509003

### INSPECTION DETAILS

Inspection Date	28/05/2003
Inspector Name	Jaqueline Nina Sewell

### SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	HERGA OPPORTUNITY PLAYGROUP
Setting Address	NORTHOLT ROAD COMMUNAL HALL NORTHOLT ROAD SOUTH HARROW MIDDLESEX HA2 0NR

### REGISTERED PROVIDER DETAILS

Name	Mrs. Rachel Nabavian
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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

Herga Opportunity Playgroup is well established in the area. It operates from the Herga Community Centre on the Northolt Road, which is located close to local amenities, shops and transport links. The group have the use of two halls for play and physical activity, a kitchen, toilet facilities, storage cupboards and an outside play area. Herga Opportunity Playgroup serves the local area.

There are currently 34 children from two to five years on roll. This includes 18 funded three year olds and four funded four year olds. Eight children have special educational needs and the group supports eight children who speak English as an additional language.

The playgroup operates five days a week during school term times. It operates from 9.30 am to 12 .00 pm.

Two full time staff and six part time staff work with the children. All have early years qualifications. The setting receives support from the Early Years Development and Childcare Partnership (EYDCP). The group is also a member of the Harrow Pre-School Learning Alliance.

The play group has eight places for children with special needs and three community places for children referred from the local authority.

### How good is the Day Care?

Herga Opportunity Playgroup offers good quality care for children.

The group is well organised and provides an environment where children can learn through play. Excellent plans ensure there is a wide range of activities for all areas of children's development. Staff have a sound knowledge of each child's individual needs and interests. They provide very good support for children with special needs, who are fully integrated into activities. Staff ensure that the organisation of the day allows them to play and talk with the children throughout activities and daily routines.

Children are well cared for by staff. Staff have clear roles and responsibilities and there is a high level of individual support available for each child. Staff have a good understanding about safety issues and help children learn about hygiene.

The policies and procedures are thorough although some additional information is

required for staff recruitment. Record keeping is generally of a very good standard. All documents are very well organised and held securely. There is a strong commitment to staff training. Two of the eight members of staff are qualified to NVQ level 3 in childcare. The six remaining staff are all qualified to NVQ Level 2 in childcare. All staff attend regular training courses to ensure good practice is maintained. There are good links with other professionals to support children with special needs.

Parents receive good information about the setting and have the opportunity to talk with staff on a daily basis about their children's developmental progress. Some parents have requested a more formal way to discuss their children's progress and this is proposed for the future. Parents are encouraged to participate in the group through attending educational and literacy courses that are held in the community centre. There are some interpreting services available to communicate with parents who have English as an additional language.

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

At the last inspection the provider agreed to improve records and policies regarding health and illness, ensure valid public liability insurance is in place, update the complaints policy with details of OFSTED and to obtain evidence of recommendations made by the fire safety officer.

All records and policies regarding health and illness are now in place and this has resulted in improved standards of safety and care for children. Valid public liability insurance is displayed on the information board. A record of fire safety officer recommendations is minuted in the group's committee meeting minutes. The complaints policy still requires details of OFSTED as the regulatory body.

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

- A thorough operational plan ensures good organisation of staff and resources. There is a clear commitment to staff training. Children are well supported and all areas of their development progressed (Standard 2).
- There is an excellent system for planning and reviewing activities so that they meet children's individual needs and interests (Standard 3).
- Staff have a good understanding of children's individual needs. Detailed information is gathered from parents at registration. This is used to plan activities and ensure appropriate care routines are met such as special dietary needs (Standard 9).
- Staff have a positive attitude to the inclusion of children with special needs in all activities and routines. Good support is provided by staff on an individual basis. Other professionals such as speech and occupational therapists make regular visits to review and support children's progress and supply specialist equipment (Standard 10).
- Records and documents are very well organised. This ensures children are well cared for and staff are clear about the records they must keep (Standard

14).

**An aspect of outstanding practice:**

The staff plan activities according to children's individual needs and interests. Daily activities are reviewed by staff. Checklists are used showing the age of children participating, their level of interest in the activity and support required for children with special needs. As a result children can choose from a range of interesting activities that meet their individual needs and children with special needs are given the right support so that they are fully included. For example children enjoy a golf ball painting activity. They learn about colour and shapes and patterns. They are fascinated by the pictures they create from rolling the paint covered ball on the paper. Children with special educational needs are supported by individual staff helping them to roll the ball on the paper held in a tray (Standard 3).

**What needs to be improved?**

- procedures for checking that staff are of suitable health to work with children (Standard 1).
- action plan with timescales identifies action to be taken to minimise identified risks (Standard 6).
- the procedure to be followed if parents have a complaint to include information about OFSTED as the regulatory body (Standard 12).

**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
1	ensure there are effective procedures in place for checking that staff are of suitable health to work with children.
12	make available to parents a written statement that provides details of the procedure to be followed if they have a complaint including contact details

	for OFSTED as the regulatory body.
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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.*