



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 253343

### INSPECTION DETAILS

Inspection Date	11/09/2003
Inspector Name	Esther Darling

### SETTING DETAILS

Day Care Type	Sessional Day Care
Setting Name	Sunbeams Pre-School Playgroup
Setting Address	Earp Avenue Newark Nottinghamshire NG24 4AB

### REGISTERED PROVIDER DETAILS

Name	The partnership of Sunbeams Pre-School
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### ORGANISATION DETAILS

Name	Sunbeams Pre-School
Address	31 Milner Street Newark Nottinghamshire NG24 4AA

## 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

Sunbeams Pre-school Playgroup opened in 1996, and operates from two rooms in the renovated stable block in the grounds of the Magnus Church of England School. The playgroup serves the local community and the surrounding villages.

The playgroup is registered to provide eighteen places for children aged between two and eight years. There are currently thirty two children on roll, who attend a variety of sessions each week. Children with special needs would be supported by the group.

The pre-school playgroup opens five days a week during school term times. Sessions last from 9.00 a.m. to 11.30 a.m. or 1.00 p.m. During some school holidays the group meet on Tuesdays and Thursdays 10.00 a.m. to 2.00 p.m. A team of four part time staff work with the children, of whom one has a level three qualification in childcare, and another is working towards this. The setting receives support from the Early Years Partnership, and access training relevant to the nature of the work.

### How good is the Day Care?

Sunbeams pre-school playgroup offers satisfactory care for children. The staff are experienced and have run the setting for a long period of time, meaning that children benefit from continuity of care. The playgroup has an inclusive policy, and welcomes children with special needs. Certain documentation needs to be in place regarding the vetting procedure for staff.

The environment is made attractive and welcoming to children and parents with brightly coloured walls and a creative style of decoration. There are no procedures in place to ensure that all staff deal with unexpected events consistently.

The quality of care for all children is good, and attention is paid to each child's needs with sensitivity. The staff are confident in their roles and interact with the children in a natural manner, which in turn promotes good self esteem. The children who play well together, and are kept very well occupied. Staff a change-over the activities half-way through the session.

Attention to children's safety is a priority to the staff who have good systems in place to maintain and review the written policy. Hygiene is promoted as part of the daily routine so that children know what is expected of them. Children can bring their own

lunch if they stay for the whole session, and lunch-times are a relaxed and sociable occasion.

Staff develop good relationships with parents, who are made to feel welcome, which helps children to settle. The sharing of information is done informally and would benefit from some development.

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

At the last inspection the registered person agreed to provide an action plan to demonstrate how the qualification requirements would be met. She is qualified to level three in child care and her deputy is working towards an NVQ level three in childcare and education, which will be achieved in early 2004. This means that fifty per cent of all staff will be qualified to level two or above.

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

- Staff have a positive attitude towards the inclusion of children with special needs in all activities and daily routines. They make adaptations to ensure that they feel valued and included. All children are encouraged to progress through the session at their own pace, and are given comfort if upset.
- A good choice of activities covering a broad range of learning experiences. These are appropriate for the developmental needs of the children who attend. Children experience free-painting, sand or water and other creative activities on a daily basis, which they enjoy.
- A written risk-assessment is clear and comprehensive, it ensures that staff know what is expected of them and that hazards are effectively reduced. The fire drill is displayed for all to see and staff maintain good supervision of the children.

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

- organisation involving the formation of an operational plan which explains to staff and parents how the setting runs and shows aims and objectives, as well as contingency plans, policies and procedures;
- written procedures to be followed in the unlikely event that a child is lost or a parent fails to collect them, and if there is an unresolved complaint. Parents and staff should be made aware of these;
- evidence that staff have been submitted to a vetting procedure, including Criminal Records Bureau checks, therefore showing their suitability to have unsupervised access to children;
- information provided for parents, to include more information, or make reference to where parents can access policies such as behaviour management.

**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	Ensure that adults providing day care, looking after children or having unsupervised access to them are suitable to do so. This is with specific regard to the completion of Criminal Records Bureau forms, and to have these disclosures available for inspection at all times.	02/12/2003
14	Devise procedures which are required for the efficient and safe management of the provision. These must include a statement of the procedure to be followed in the event of a parent failing to collect a child, or a child being lost; and a statement of the procedure to be followed where a parent has a complaint about the service provided by the registered person.	02/12/2003

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

Std	Recommendation
2	develop and review an operational plan which is shared with parents, and contains the aims, objectives, policies and procedures of the pre-school playgroup.
12	review the information provided for parents and include a more thorough statement on behaviour management.

## **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.*