



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN EY273510

INSPECTION DETAILS

Inspection Date	10/09/2004
Inspector Name	Lesley Theresa Watts

SETTING DETAILS

Day Care Type	Full Day Care
Setting Name	First Steps Childcare Club
Setting Address	Palmarsh Primary School St. Georges Place Hythe Kent CT21 6NE

REGISTERED PROVIDER DETAILS

Name	Mrs Rebecca Sheepwash
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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

First Steps Childcare Club opened in 2003. It operates from a purpose built property, which comprises of two rooms for children to use for work and play and an office/staff room. The group is located in Hythe, Kent and it serves the local area.

There are currently 19 children aged from 2 to under 8 years on roll. This includes 10 funded 3 year olds and 1 funded 4 year old. Children attend for a variety of sessions. The setting currently supports a number of children with special needs, and who speak English as an additional language.

The group is open term time only. Sessions are from 9:00 until 15:00 on Monday, Wednesday and Friday and from 08:00 until 17:00 on Tuesday and Thursday.

There are three staff who work with the children. All staff have early years qualifications, which are either NVQ II or III.

The setting receives support from a teacher from the Early Years Development and Childcare Partnership (EYDCP).

How good is the Day Care?

First Steps childcare club provides satisfactory care for children.

Staff provide a caring and welcoming environment for children. Staff work well together and are developing their knowledge of the National Standards. However not all of the required records for the safe and effective management of the setting are maintained or stored confidentially. There are no systems to ensure all children practice fire evacuation procedures regularly. There are clear procedures for the safe arrival and collection of children, however the front door is unlocked throughout the day, as a result intruders can enter the building unnoticed. Risk assessments of the premises are undertaken regularly. Children learn about health and hygiene through the daily routine. The deputy supervisor is confident in her role and there are effective procedures in place for her to deputise, she is working towards her NVQ 3 qualification. Meal times are unorganised, children cannot access a drink freely during the session and are not provided with appropriate crockery during meal times. The special needs coordinator has a good understanding of the code of practice and how to implement it within the setting

Children make effective use of the space available, however staff do not always

deploy themselves effectively, whereby children are left unsupported and leave activities prematurely. The environment is cluttered and unorganised, this has an adverse impact on the choices children are able to make and on the behaviour they display. Staff are interested in what the children do and say, regularly praising and encouraging them. The current system of planning and assessment does not clearly identify children's next steps in learning.

Parents and children are greeted warmly, they are happy with their child's care at the setting. Parents are kept informed through daily verbal exchange of information and a daily contact book

What has improved since the last inspection?

Not applicable

What is being done well?

- there are effective procedures for the safe arrival and departure of children
- there are good procedures to help children learn about personal hygiene through the daily routine
- the SENCO has a good knowledge and understanding of the code of practice for the identification and assessment of children with special educational needs
- the staff engage with children in a caring and sensitive manner, praising and encouraging their achievements, promoting their self esteem and confidence
- the deputy is confident in her role and procedures for her to deputise in the absence of the manager are good.

What needs to be improved?

- Documentation - Register of attendance, public liability insurance and medicine records.
- Systems for ensuring all children take part in fire evacuation practice on a regular basis
- Storage of records in line with the data protection act
- Staff first aid qualifications
- Qualification of the deputy supervisor
- Organisation of the environment and routine, including accessibility of toys and resources, deployment of staff
- Systems of planning and assessment
- Opportunities for children to access a drink during the session and use of crockery at meal and snack times

- Security of the premises

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.)

There are no complaints to report since registration.

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
14	ensure that all required, records, policies and procedures for the safe and effective management of the setting are maintained, readily accessible on the premises and available for inspection at all times	15/10/2004

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

Std	Recommendation
3	ensure systems for planning and assessment take account of children's individual needs and supports them in their next steps of learning
6	make sure the entrance into the building is secure and ensure children cannot leave the building unattended
7	maintain a written record, signed by parents, of medicines given to children

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.