



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 109371

INSPECTION DETAILS

Inspection Date 02/02/2005
Inspector Name Lisa Toole

SETTING DETAILS

Day Care Type Full Day Care
Setting Name Sedlescombe Pre-School
Setting Address The Village Hall
The Street, Sedlescombe
Battle
East Sussex
TN33 0QE

REGISTERED PROVIDER DETAILS

Name The Committee of Sedlescombe Pre-School

ORGANISATION DETAILS

Name Sedlescombe Pre-School
Address Sedlescombe Playgroup
Village Hall, The Street
Sedlescombe
East Sussex

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

Sedlescombe Playgroup has been registered since 1993 and provides full day care. It is a committee run group, operating from a hall, stage area and playroom, in a village hall, in Sedlescombe, East Sussex. The group serves the local community. A maximum of 24 children may attend the group at any one time. It is open from 09.15-15.15 hours Monday, Wednesday and Friday, term time only.

There are currently 18 children aged from two years to under five years on roll. Of these 12 children receive funding for nursery education. The group currently supports a child with special educational needs.

The playgroup employs five staff. Two of the staff hold appropriate early years qualifications. Two staff are working towards a qualification.

The group is a member of Bexhill and Battle Under Fives Association.

How good is the Day Care?

Sedlescombe Pre-school provides satisfactory quality care for children. A welcoming environment is provided for the children and it is clean and well maintained. There are sufficient staff working with the children and effective procedures in place for the recruitment of new staff. However, the minimum qualified staffing ratio is not always maintained. There is a suitable range of clean and well maintained toys and equipment to stimulate and challenge children. They are enjoyed by the children and promote equal opportunities. Some of the required documentation is in place but most documentation is not being accurately maintained, is not easily accessible and confidentiality is not being maintained. These include the register, medication and accident record and parents consent has not been sought for emergency medical treatment.

Staff promote good health and hygiene. Staff are aware of their responsibilities relating to fire drills and the premises are kept secure. Children are encouraged to wash their hands and they receive regular snacks and drinks. Staff are aware of special dietary needs and discuss these with parents. Staff promote equal opportunities, are committed to ensuring that all children are included and work with parents and external agencies to effectively meet children's needs. Staff's knowledge and understanding of child protection is good.

Children are happy, interact well with each other and staff members show interest in what children say and do. However, there is no planning for the spring term, no topics are being covered and no planned activities take place each day. Children also spend long periods engaged in free play. Positive behaviour is encouraged through praise and encouragement and children's behaviour is good.

Staff work in partnership with parents to meet children's needs. There are procedures in place to keep parents informed about the provision and their children, which include daily feedback and newsletters.

What has improved since the last inspection?

At the last inspection the provider was asked to ensure that children are unable to leave the premises unsupervised. Procedures are now in place to ensure that the premises are kept secure and access is monitored.

What is being done well?

- A welcoming environment is provided for children and their parents. Children are encouraged to participate in registration by putting up their own named photo card. Children's art work and posters are used to enhance the environment and the premises are clean and well maintained.
- Staff promote health and safety within the group. Children are encouraged to wash their hands and are provided with individual hand washing facilities. Staff monitor access to the provision and the premises are kept secure.
- The Special Educational Needs Co-ordinator and other staff have a good knowledge and understanding of special educational needs. They are committed to ensuring that all children are included and they work with parents and external agencies to effectively meet children's needs.
- Staff use positive strategies to manage children's behaviour. The staff use praise, encouragement and distraction to promote good behaviour and the children respond positively, their behaviour is good and they are happy and settled.

What needs to be improved?

- the ratio of minimum qualified staffing levels to ensure that children are safe and appropriately cared for
- the register of attendance so that it accurately reflects when staff, children and visitors are present
- the range of activities and the timetable of the day in order for children to be sufficiently stimulated and challenged and their needs effectively met
- the accessibility of Ofsted's contact details to parents so that they are aware of the procedures of how to make a complaint, should they wish
- the documentation relating to the group; contact details for staff and

committee members; the operational plan; the accident and medication records; the fire drill and incident records; emergency medical consent for children; the risk assessments and the child protection policy in order that all documentation is in place and accurately maintained.

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.

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
2	Ensure that minimum qualified staffing levels are maintained at all times.	21/02/2005
14	Ensure all required documentation is in place, accurately maintained, easily accessible and stored securely to maintain confidentiality.	07/02/2005

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

Std	Recommendation
2	Ensure the register of attendance accurately shows when staff, children and visitors are present, including arrival and departure times.
3	Ensure a sufficient range of activities are planned and provided for the children.
3	Review the timetable of the day to effectively meet children's needs.
12	Ensure Ofsted's contact details are displayed for parents.

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.