



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 103847

INSPECTION DETAILS

Inspection Date 07/05/2004
Inspector Name Beryl Witheridge

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name St Mark's Playgroup
Setting Address Vicarage Hall
Vicarage Road
Gillingham
Kent
ME7 5JA

REGISTERED PROVIDER DETAILS

Name The Committee of St Mark's Playgroup Committee

ORGANISATION DETAILS

Name St Mark's Playgroup Committee
Address The Old Vicarage, Vicarage Road
Gillingham
Kent
ME7 5JA

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

St Mark's Playgroup opened in 1991. It operates from two rooms in a church hall, in Gillingham. The playgroup serves the local area.

There are currently 30 children from 2 to 5 years on roll. This includes 12 funded 3-year-olds and 9 funded 4-year-olds. Children attend for a variety of sessions. The setting currently supports 1 child with special needs and 2 children who speak English as an additional language.

The group opens five days a week during school term times. Sessions are from 09.30 to 12.15.

There are eight staff working with the children. Over half the staff, six, have early years qualifications to NVQ level II or III. There are two members of staff attending training which will lead them to a course in a recognised early years qualification. The setting receives support from a teacher and mentor from the local Early Years Development and Childcare Partnership (EYDCP).

How good is the Day Care?

St Mark's Playgroup provides good care for children.

The pre-school is run by qualified staff who regularly update their knowledge and training. Staffing levels are always maintained and are often higher than the minimum required. Staff work well together as a team and are all aware of their roles and responsibilities. They have use of two rooms, a large main hall, and a small room used for quiet play and the book corner, in a church hall and utilise the space well to provide the children with a warm, bright, welcoming environment.

The premises are safe and secure both indoors and out. Written risk assessments are carried out regularly. Staff practise good hygiene routines and encourage the children in these constantly. They know the children well and are aware of the individual needs of each child and ensure that those needs are being met at all times.

The activities provided for the children are varied, interesting and exciting. Children do not have free access all to toys and equipment, because of storage, but are able to ask for the ones they are interested in. Staff work closely with the children taking an interest in all they do, talking and listening to them. Planning shows that staff use

their knowledge of the children to ensure that all their individual developmental needs are met.

There is a good relationship between parents and the group. Parents are given a prospectus and newsletters to keep them up to date with everything that is happening. The operational plan and policies are available for parents to read. Parents take an active part in settling their child in the group. They are able to come into the group and speak to staff at any time about their child and view their work. They receive an end of term report detailing their child's progress. There are no formal arrangements in place for parents to meet their child's keyworker but they are able to meet with them at any time to discuss the report.

What has improved since the last inspection?

At the last inspection the group were asked to improve their record keeping for each child. They have received training from the early years partnership and are now keeping effective records which identify children's next steps to learning.

What is being done well?

- The staff are very aware of the needs of the individual children. Activities are provided which are suitable to their needs and contribute to their development. The children are very happy, confident and secure.
- The children are offered a wide variety of toys, equipment and exciting activities. Staff use planning well to give the children different experiences. Children learn and develop at their own pace.
- The staff use positive and consistent strategies to manage children's behaviour. These strategies are well thought out to ensure that children's individual needs are met.
- The staff have a positive attitude towards equal opportunities and special needs. This is noticeable in the positive images portrayed around the room and in staff's attitude to children who have special needs or English as an Additional Language. Children learn to respect each other and their differences.
- There is a good working relationship with the parents. They receive an end of term report and have the opportunity to come into the group at any time to discuss their child's progress with the keyworker.

What needs to be improved?

- the availability of written permission from staff for keeping their CRB clearances
- the confidentiality of staff's personal information
- the recording of induction procedures for new staff
- the fire drill procedures, to include the taking out the daily diary which records

visitors to the group.

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	Obtain written permission from staff for keeping a copy of the CRB checks.
2	Remove staff's personal information from the operational plan.
6	Ensure daily diary goes out with the register in the event of a fire.

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.