



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 116826

### INSPECTION DETAILS

Inspection Date 30/11/2004  
Inspector Name Judith, Mary Butler

### SETTING DETAILS

Day Care Type Sessional Day Care  
Setting Name Emmer Green Pre School  
Setting Address Youth and Community Centre  
Grove Road, Emmer Green  
Reading  
Berkshire  
RG4 8LN

### REGISTERED PROVIDER DETAILS

Name Emmer Green Pre School 1087387

### ORGANISATION DETAILS

Name Emmer Green Pre School  
Address Youth and Community Centre  
Grove Road, Emmer Green  
Reading  
Berkshire  
RG4 8LN

## 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

Emmer Green Pre-School opened in 1965. It operates from the Youth and Community Centre in Emmer Green. A maximum of 30 children may attend at any one time. The pre-school is open 5 days a week during school term times. Sessions are from 09.00 until 11.30 on Mondays, Tuesdays, Wednesdays and Fridays and from 12.30 until 15.00 on Tuesdays, Wednesdays, Thursdays and Fridays. All children share access to a fully enclosed outdoor play area.

There are currently 76 children aged from 2 to under 5 years on roll. Of these 64 are in receipt of funding for nursery education. Children attend from the local surrounding area. The setting currently supports a number of children with special educational needs, and a number of children with English as an additional language.

The pre-school employs 12 staff. Of these 4 staff hold appropriate early years qualifications. There are 2 staff working towards a qualification.

### How good is the Day Care?

Emmer Green Pre-School offers satisfactory care for children. Staff greet parents and children on arrival. Children are happy and settled. They are developing sound relationships with adults and their peers. Not all of the required documentation is in place.

Staff ensure the premises are safe and secure at all times, however, formal risk assessments are not carried out. There is no procedure to be followed should a child be lost from the pre-school. Children are aware of personal hygiene and staff act as good role models. Staff record all accidents and parents countersign the completed paperwork. Medication forms and consents to seek medical attention in the event of an emergency are in place. There is no procedure to follow if a child should fall ill whilst at the pre-school. Staff provide healthy snacks and drinks and information is held regarding individual children's needs and parental wishes regarding the intake of food and drink. Children with special educational needs receive a high level of support within the setting. Staff are clear about the signs of child abuse and the referral systems in place. No procedure is in place in the event of an allegation being made against a staff member.

Staff provide children with a good range of interesting and fun activities and resources that allow children to freely choose what they wish to play with. Staff plan

activities to meet individual children's needs. Established house rules and boundaries are in place and staff gently reinforce these within the daily routines. Children are learning to share the toys and resources and show co-operation with their peers.

Staff and parents verbally share information at each end of the session. Formal parents evenings are held each term. Parents receive information about the pre-school through the parent's handbook, newsletters and notice board. The complaints procedure does not contain the name and contact details of Ofsted.

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

Not applicable.

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

- Staff provide children with a warm and welcoming environment. They offer children a good range of interesting and fun activities. Children are able to select the toys and resources they wish to use and are supported by the staff in their play. Children participate in the range of activities with enjoyment and enthusiasm.
- Staff offer children healthy snacks. Drinking water is available throughout each session. Individual children's dietary requirements and parental requests regarding the intake of food and drinks are discussed, recorded and adhered to at all times.
- Staff offer children with special educational needs a high level of support within the setting. They work closely in partnership with parents and outside agencies to support the children's learning.
- Staff treat the children with kindness and respect. They gently reinforce the established rules and boundaries in place to the children within the everyday routines. Children are learning to share the toys and resources, respect the feelings of others and show co-operation in their play.

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

- documentation, to ensure a procedure is in place to follow in the event of a child being lost from the pre-school
- child protection, to ensure that there are procedures to follow should an allegation be made against a staff member
- procedures, to ensure a procedure is in place to follow should a child fall ill whilst at the setting
- safety, to ensure that regular risk assessments are undertaken and recorded
- complaints, to ensure that the name and contact details of the regulator is made available to parents.

**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	Develop a procedure to be followed in the event of a child being lost.	31/01/2005
13	Ensure a procedure is in place to be followed in the event of an allegation being made against a staff member	31/01/2005

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

Std	Recommendation
6	Ensure risk assessments are in place and regular reviews are undertaken.
7	Develop a procedure to be followed in the event of a child falling ill whilst at the setting.
12	Ensure that the complaints procedure holds the name and contact details of the regulator and is made available to parents at all times.

## **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.*