



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 205490

INSPECTION DETAILS

Inspection Date 02/11/2004
Inspector Name Linda Christie Ravenall

SETTING DETAILS

Day Care Type Sessional Day Care
Setting Name Harvington Pre-School
Setting Address Village Hall
44 Village Street, Harvington
Evesham
Worcs
WR11 8NQ

REGISTERED PROVIDER DETAILS

Name The Committee of Harvington Pre-School 1030907

ORGANISATION DETAILS

Name Harvington Pre-School
Address The Village Hall
Village Street, Harvington
Evesham
Worcestershire
WR11 8NQ

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

Harvington Pre-School is a committee run group. It opened in 1976. It operates from the main room at Harvington village hall, near Evesham in Worcestershire. A maximum of 24 children may attend the pre-school at anyone time. The pre-school is open during term time only. The sessions run from 11.45 to 14.45 on Monday to Thursday and 10.30 to 13.30 on a Friday. The sessions are timed to provide wrap around care for children attending the nursery in the adjacent school. The children have access to a small, secure, enclosed, outdoor play area.

There are currently 17 children aged from 2 to under 5 years on roll. Of these, there are no children currently receiving funding for nursery education. The setting supports children with special needs and children who have English as a second language. Children come from the local area and the surrounding villages.

The pre-school employs three staff. Two of the staff, including the person in charge, are working towards an appropriate early years qualification.

How good is the Day Care?

Harvington Pre-School provides satisfactory care for children. There are adequate procedures in place to protect children from unvetted persons. The newly appointed committee and chairperson are undertaking the necessary checks. An action plan regarding staff training continues to be implemented. The premises are well maintained, however the temporary heating arrangements are ineffective. There is a suitable range of resources available to help children make progress. There are good links with local partnership groups to extend the range and to provide sufficient challenge to meet the needs of children. Good progress has been made to ensure all the required policies are in place, however several lack the necessary details to meet the National Standards.

A risk assessment identifies most hazards, but there are inconsistencies with the action to be taken to minimise hazards and monitor, for example, the current heating arrangements. Procedures for collecting children from the local school are effective to ensure their safety. All staff are first aid trained and the children are learning about hygiene through daily routines. Refreshments provided are adequate for their needs but limited. There is no gender bias and children are treated with equal concern, however there is limited access to positive images of children with disabilities. The staff have an adequate awareness of their child protection responsibilities.

A good range of topic linked activities enable the children to explore, investigate and enjoy their play. Planning and organisation of activities for the two year olds lacks definition. The staff know the children well and ensure their individual needs are met. There is a satisfactory awareness of liaison with parents when a child is identified with special needs. Good behaviour is valued and encouraged.

Partnerships with parents are good. They are kept well informed about their children's progress through regular verbal exchanges and newsletters.

What has improved since the last inspection?

At the last inspection, the provider agreed to devise an action plan to ensure that the person in charge who is present, is appropriately qualified to a level three qualification and how the group intends to ensure half of the staff achieve a level two qualification. They also agreed to ensure that relevant checks were carried out of the newly appointed registered person. Details of staff, committee and volunteers were to be kept on site and arrangements to notify Ofsted of changes to the staff or committee were also agreed. The setting agreed to develop an operational plan and to retain a record of all visitors. They also agreed to develop policies relating to no smoking, risk assessments, emergency evacuation procedures, medication, child protection and uncollected children.

The action plan for the person in charge and for the staff qualifications is ongoing. The group are actively recruiting qualified staff to fill vacancies for a deputy and an assistant who will be leaving shortly. Ofsted are being informed of the recently appointed committee and chairperson in order for appropriate checks to take place. Not all the information regarding staff and volunteers and committee members were available today, but the secretary is producing a list to forward to Ofsted. The operational plan consists of staff policies, the setting procedures and a prospectus. It is made available to parents daily, to demonstrate how the staff, premises and equipment are used to meet the needs of the children. All visitors are now recorded to improve the security of the children within the setting. All the necessary policies and procedures are now in place to promote the welfare, care and learning of the children who attend, however some of them lack attention to the necessary detail.

What is being done well?

- The children are able to freely choose from a good range of activities that are provided by the staff. They are most suitable for the older children, for example, Hallowee'en theme had been continued into November, in order for the children to explore the topic further and build on experiences after celebrating the festival during half term.
- There is a spacious, child friendly play area indoors. Good use is made of the church hall to allow the children to freely access all the activities and the toilets independently. Quiet areas for rest are clearly provided. The staff arrive early each day to put out all equipment resources, wall posters and photographs, to provide a warm and welcoming environment for the children.
- The building is very secure and there are effective systems in place for the

safe arrival and collection of children. A staff member directly supervises the entrance. Parents are required to indicate in writing the person who will be collecting their child at the end of each session.

- The children are learning to know what is expected of them. They are becoming increasingly confident with familiar routines. They walk sensibly holding the 'walking snake' and they enjoy singing songs, as they transfer from school to pre-school. The children are happy and looking forward to their afternoon.
- Parents are kept well informed about the setting. The new prospectus and policy information is now readily available to parents. It includes the new committee members and up to date information about staff recruitment and the status of the hall.

What needs to be improved?

- the full implementation of the qualification action plan
- planning of activities for two year olds
- effectiveness of risk assessments
- arrangements for providing snacks and drinking water
- the maintenance of policies and procedures.

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

Std	Recommendation
2	Maintain the action plan so that the group ensures 50% of the staff achieve a level 2 qualification and include the contingency arrangements for staff absence and emergencies.
3	Plan and provide activities and play opportunities to meet the needs of

	two year olds in the setting.
6	Ensure the risk assessments are effective by including an action plan with timescales to minimise identified risks and by regularly reviewing them should there be significant change to the normal operation of the setting.
8	Ensure fresh drinking water is available to children at all times and provide a variety of healthy and nutritious snacks.
14	Ensure all the policies meet the requirements of the National Standards.

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.