

Annual Inspection Report 2022-2023

Kirk Michael Playgroup

Child Day Care Centre

17 March 2023



DHSC

We carried out this announced inspection on 17 March 2023. The inspection was led by an inspector from the Registration and Inspection team.

Service and service type

Kirk Michael Playgroup is a child day care centre. This means they provide day care for one or more children under the age of eight for more than two hours in the same day and is not a private dwelling.

People's experience of using this service and what we found

To get to the heart of people's experiences of care and treatment, we always ask the following five questions:

- Is it safe?
- Is it effective?
- Is it caring?
- Is it responsive to people's needs?
- Is it well-led?

These questions form the framework for the areas we look at during the inspection.

Our key findings

Although the setting is small, the team have developed an environment that maximises the space with lots of various activities easily accessible to the children.

It was obvious to see that the team do a lot of creative art work with the children. The staff had displayed the children's art work on the walls and hanging from mobiles.

The playgroup is well established with a manager that has been in post for more than thirty years. The rest of the team have also been working at the playgroup for many years. The team have a good working relationship which was apparent on the day of the inspection.

The team have good expectations of children's behaviour and manager this in a positive manner with realistic boundaries established.

About the service

Kirk Michael Playgroup is registered to provide care for a maximum of 30 children at any one time aged between 2 and 5 years. The playgroup is a long established provider for childcare and located in an old 'church hall' to the North end of the village. It consists of a smaller playroom that was used for all activities other than the 'sit on'; toys and bikes, these toys are used in a larger room. There was a set of toilets and wash hand basins adjacent to the smaller room and a kitchen. To the rear of the property is an enclosed outside playarea.

The playgroup is open during the usual 'school term time' and from the hours of 8.45am to 12.45pm.

Registered manager status

The service has a registered manager. This means that they and the provider are legally responsible for how the service is run and for the quality and safety of the care provided.

Notice of Inspection

This announced inspection was part of our annual inspection programme which took place between April 2022 and March 2023.

Inspection activity started on 23 February 2023. We visited the location's office/service on 17 March 2023.

What we did before the inspection

We reviewed information we received about the service since the last inspection. We used the information the provider sent us in the provider information return (PIR), notifications, complaints/compliments and any safeguarding issues.

During the inspection

We used an observational framework for inspection, this is a way of observing care to help us understand the experience of people/children.

A range of records were reviewed including seven children's individual care records. A variety of documents relating to the management of the service were also viewed. Staff were spoken too and observations completed.

An inspection of all rooms and areas was undertaken.

Areas of improvement were addressed from the previous inspection

The following are comments from parents

They always seem to get through so much fun in such a small space of time.

The children all sanitise their hands before going in and coming out and they wash their hands before their lunch.

They teach them great life skills as well as lots of messy play etc.

I am really happy with Michael Play Group.

My **** always comes home with drawings, paintings and activities.

Play group do activities to celebrate every event e.g., pan cake day (for example).

**** is happy to go and has made friends and talks about it happily.

I'm really impressed with the play group and feel confident going to work to leave **** at the play group.

Mrs Brew and her team are extremely friendly, caring and professional. They are creative and as parents we are very pleased to see our **** enjoying, learning and playing every day in such a beautiful environment. Therefore we rate Mrs Brew and her team five-star, additionally I would recommend the playgroup to anyone. Well done !

I am writing to express my appreciation for the wonderful care and attention that my son has received at Kirk Michael Playgroup. As a parent, I am impressed with the high standard of professionalism and dedication displayed by all of the staff members.

Whenever I pick up my **** from playgroup, I am always greeted with a friendly smile and an update on how **** has been throughout the day. It is clear that the staff takes the time to get to know each child individually and ensure that their needs are met.

I am also thrilled with the wide range of fantastic activities that my **** participates in while **** is at playgroup. From imaginative play to outdoor exploration, **** always comes home with a smile on **** face and plenty of stories to share. The attention to detail and creativity that goes into planning these activities is truly impressive.

Overall, I cannot recommend Kirk Michael Playgroup highly enough. The care and attention that my **** has received has been exceptional and I am grateful for the positive impact it has had on **** development.

C1 Is the service safe?**Our findings:**

Safe – this means we looked for evidence that people were protected from abuse and avoidable harm. The service does require any improvements in this area.

This service was found to be safe.

Systems, processes and practices to safeguard children from abuse

According to the records and from speaking to the manager there had not been any staff employed since the last annual inspection, and therefore no new staff records to review. The manager was aware that prior to the employment of any future staff the provider must complete pre-employment safety checks, these include; seeking references, social services background check and DBS (disclosure and barring service – police check).

Staffing ratios and recruitment

There was sufficient staff working at the playgroup. The staffing rotas were organised to ensure that two staff would work together to prevent staff working alone and to meet with the requires staff:child ratios of 1:8.

Assessing risk, safety monitoring and management

The provider had a policy for 'Safeguarding children'. All of the staff had completed their safeguarding training.

We were informed that there not been any safeguarding concerns, but the manager was able to explain the process for reporting any issues.

Using medicines safely

There was a policy regarding the storage and administration of medication. On the day of the inspection there was no medication brought in from home.

Staff records showed that they had all (with the exception of one), received appropriate first aid training. The manager explained that the staff member, whose training had expired would always work alongside another member of staff.

Preventing and controlling infection

Staff and children used 'antibacterial hand gel' when entering the building. Children were observed to wash their hands after using the toilet and the staff were vigilant when children accessed the toilet area alone. We observed surfaces being wiped down and cleaned prior to and after snack time.

The playgroup is situated within an old building that requires general upkeep and maintenance on a regular basis. We observed some areas that required re decorating within the main playroom and toilets area.

Some additional cleaning was required for the surface tiles in the toilets and the seal on fridge door.

Action we require the provider to take

Key areas for improvement:

- Additional cleaning of the tiles in the toilets area
- Fridge seal needs extra cleaning
- Redecorating within the playroom, kitchen and toilets area
- One member of staff to complete suitable first aid training.

Inspection Findings

C2 Is the service effective?

Our findings

Effective – this means we looked for evidence that people’s care, treatment and support achieved good outcomes and promoted a good quality of life, based on best available evidence. The service does require any improvements in this area.

This service was found to be effective.

Staff skills, knowledge and experience to deliver effect care and support

There were sufficient staff to ensure the playgroup could meet the required staffing ratios. The training matrix showed that staff had undertaken mandatory training including; safeguarding children, first aid (with the exception of one) and food hygiene (if handling food).

Supporting and developing children’s care and development needs

The staff team have been working together at the playgroup for many years and have developed a good working relationship. The team spoke kindly about each other and appeared to be supportive. The staff meeting minutes focused on planning activities that were both enjoyable but also to enhance the child’s learning.

There was a visible emphasis on creativity and arts and crafts activities. As you enter the main playroom children’s artwork was displayed all around the room on the walls and hanging mobiles.

A written progress record was kept of children’s learning milestones for the 3-4 age group (those children due to attend primary school in the September coming).

Observations of children were completed in group form and posted on facebook or parents told verbally on collecting their child.

Parents had confirmed that they received information about their child’s progress, ‘verbally’ when collecting their child.

Supporting a balanced diet

Parents were requested to provide a suitable packed lunch and if these contained perishables, parents were requested to supply an ice pack. The setting provided snacks. On the day of the inspection there was a variety of food for children to try. There was a colour theme to the food to coincide with St Patricks Day and ‘Red Nose Day’ (charity event). The food was coloured either green or red and made up of fresh fruit and vegetables.

Working with other agencies to deliver effective care and support

We were told that the service had not had to access the services of any other agencies.

The manager was aware of the referral system for PSAC (preschool assessment centre) and would seek guidance from them if needed.

Action we require the provider to take

Key areas for improvement

Individual observations for individual children to be recorded and developmental ‘milestones’ for children aged 2-3 to be documented in a consistent manner as the 3-4 year olds.

Inspection Findings

C3 Is the service caring?

Our findings

Caring – this means we looked for evidence that the service involved people and treated them with compassion, kindness, dignity and respect. The service does not require any improvements in this area.

This service was found to be caring.

Ensuring children are being treated with kindness, respect and compassion

Parents arrived in the morning with their child/children and were greeted warmly and politely by the staff. Children's hands were sprayed with hand sanitiser and encouraged to go and play with the activities on offer.

We observed the staff interact with the children in a positive manner enabling them to play alongside their peers uninterrupted, whilst engaging in activities with them when appropriate. Children were treated with kindness, compassion and included in making choices. The children could move freely from one activity to another and use their imagination to play games.

Snack time was also a time for children to all sit together and talk about the different foods offered to them. Children were asked what the colours of the foods were and what type of food, for example vegetable or fruit. Children were able to choose what they wanted to eat and encouraged to taste foods they may not have tried before.

Children were praised for completing a task well for example all helping to tidy up the toys prior to snack time.

Any negative behaviour was observed to be handled in a positive manner, engaging with children and reinforcing positive actions.

Maintaining children's dignity, privacy and promoting independence

There were individual children's toilets and wash hand basins in the same area. Children were observed to go the toilet when they needed and staff were vigilant to notice this and ensure that the washed their hands.

Children were encouraged to ask and answer questions and make choices of what to play with. When involved with arts and painting, children were given assistance to wear aprons whilst encouraging them to try to do this for themselves.

Although the staff sat alongside the children when playing they promoted them to be independent when doing tasks, such as building with bricks and putting on dressing up clothes.

Inspection Findings

C4 Is the service responsive?

Our findings:

Responsive – this means we looked for evidence that the service met people’s needs. The service does not require any improvements in this area.

This service was found to be responsive.

Delivering personalised care

Prior to a child registering at the nursery parents are required to complete a child information record. This provided information about the child’s individual needs including cultural, behavioural and social.

Responding to concerns and complaints and using to improve the quality of care

We were informed that there not been any complaints received.

There was a complaints procedure on the wall in the area that children place their coats.

Supporting children when dealing with significant events

We spoke to the manager regarding supporting children through significant events in their life, for example the arrival of a baby. The manager told us that over the years they have experienced many times when parents have informed them of the expected arrival of a new baby. The manager said that they would make ‘a fuss’ of the child and give them opportunities to talk about being a big brother or sister. She said they would talk about proposed baby names and what to expect when baby arrives.

Inspection Findings

C5 Is the service well-led?

Our findings

Well-led – this means we looked for evidence that service leadership, management and governance assured high-quality, person-centred care; supported learning and innovation; and promoted an open, fair culture. The service does not require any improvements in this area.

This service was found to be well-led.

Clear vision and strategy in place to deliver high-quality care and promote a positive culture that is person-centred, open, inclusive and empowering which achieves good outcomes for children.

Parents were requested to complete a 'record of information' prior to their child starting at the nursery. This provided information to the staff to ensure the individual needs of the child could be supported.

The team met and planned activities and themes on a termly basis.

The provider completes a progress chart for children aged 3-4 years that indicates when a child has reached specific milestones in their development. We were told this has been discussed with the local Primary School for which the manager had stated they had a good relationship with. The teachers visit the playgroup prior to a child leaving the setting and going to school providing an opportunity for the teacher and children to meet each other.

Governance framework in place that ensures responsibilities are clear and that quality performance, risks and regulatory requirements are understood and managed.

The registered manager has been in place for many years and is aware of her regulatory responsibilities.

The manager stated that she had 'daily catch ups' with the team and they had a communication book that we looked at that. This provided a system for the staff members to write information that needed to be shared with each other and could be viewed by all the staff.

A basis recording format was implemented to record the outcome of staff supervisions. These were dated and signed by the individual staff.

Engaging and including families using the service, the public and the staff team.

Prior to a child attending the service, parents were requested to complete a 'record of information' about their child. This provided individual information regarding the needs of the child.

News letters were provided to parents.

Continuous learning, improvement, innovation and ensuring sustainability.

The staff records showed that the staff were undertaking training.

The setting is small and opens as per 'school term times' (mornings and short lunch only).

There is a staff team of four and therefore meet and discuss any concerns either daily or weekly. A communication book for the staff was in place to pass on information to each other when necessary. Staff 'one to one' supervision notes were available, which took place three times a year.

Staff meetings took place every six weeks with a written record reflecting the areas of discussion. The records needed to include dates and persons present.

Working in partnership with parents.

There was a 'facebook' site that was used by the staff to upload photographs of activities that the children had participated in and showing some of their art work .Parental permissions had been sought to place their child photos on the sites. If a parental did not want their child's face shown on this site, the manager told us that she would send those parents photographs of their child separately directly to them only.

Children's art work displayed on the walls and mobiles hanging for parents to view as they drop off and collect their child.

The manager informed us that she provides newsletters for parents which are given to parents in 'paper' form.