

Recommendations from this Inspection

- **Child Protection / Safeguarding Policy to be up-dated.**
- The wording of the document was to be changed from Designated Liaison Officer to Designated Child Protection Officer. This was completed immediately after the inspection.
- **Anyone named as a Designated Child Protection Officer must complete a fit person assessment and be approved for this role by the Early Years Team.**
- Annmaire Gilliland (Deputy manager) was in the process of completing the fit person assessment with the Link Social Worker on the day of the inspection.
- **Those staff members who do not have child protection training to complete same as soon as places become available.**
- A small number of staff need to renew their child protection training. Some of the staff have updated their certificates since the inspection and the remainder are awaiting training to become available.
- **Daily registers to contain the date of birth of each child.**
- This was updated immediately after the inspection.
- **All records to be stored securely and confidentially.**
- On the day of the inspection accident report forms were being kept in the room of the child, waiting to be filed away after the parents had signed them. Since the inspection staff have been made aware that all accident report forms must be filed away immediately once the parents signatures have been obtained.
- **Water-proof, wipe-able mattress covers should be provided for all cots for infection control purposes.**
- Waterproof, mattress protectors were in place in all cots, however it has now been stipulated that these must be wipe-able. Wipe-able covers have now been put in place.
- **Deputy Manager to obtain the QCF Level qualification within the agreed timeframe.**
- Annmarie Gilliland (Deputy Manager) is currently in the process of obtaining the QCF Level 3 and will have completed this by June 2017.

Recommendation

- **Whistleblowing Policy to contain contact numbers of outside agencies staff can contact if required.**
- Contact details of outside agencies has been added to the policy.

Observations of the Care of Children

0 – 2 years (non-mobile)

On the day of inspection there were 7 babies in attendance with 3 staff members. 3 babies were asleep in the cot room. This is a spacious room, with all resources at floor level. There was a good selection of age appropriate resources and equipment which included balls, blocks, activity centres, cars, trucks, small word play resources, baby tents, rattles, soft books, soft cushions and matting etc. Some staff supported babies with push along toys within the room. High chairs have 5 point harnesses and there is a separate cot room, off the playroom. Temperatures within the rooms are monitored appropriately. There is a soft armchair for the purpose of feeding babies and a small kitchen area which babies cannot access. Staff interaction with babies was very positive and staff demonstrated a sound knowledge of each child's individual needs and were responsive to these.

0 – 2 years (mobile toddler 1)

There were 3 children with 2 staff members. Children played on the floor with building blocks, soft toys and musical toys. All resources are at a low level for easy access and there was a selection of musical toys, sensory resources, books and a soft play area. Staff supported play but also encouraged independence. There is a cot room off the playroom which contained 3 cots and a separate nappy changing area. Staff sang songs and did actions with children. Babies within this room are all mobile. Positive staff to child interaction was observed and children were happy within their environment.

0 – 2 years (mobile toddler 2)

There were 4 babies with 2 staff members. A spacious room which is bright, comfortable and had lots of natural light. The room was colourfully decorated for Halloween and children's artwork was on display. All toys and resources are at a low level so children could easily access. Children were sitting at low level tables and chairs having their mid-morning snack. Staff assisted children when required. Nappy changing area is just off the playroom. Children were dressed up for Halloween. There was a good broad range of age appropriate resources throughout the room, including activity centres, shape sorters, soft

toys, musical toys, dressing up costumes etc. The daily play programme was on display and the children's day consists of, welcome, circle time, songs and stories, wash hands before snack time, exercise, sensory play, fine motor skills activities, dinner time, sleep time, music and stories, messy play / art, outdoor play, free play, story time / puzzles and home time. The room also contained a home corner, soft climbing area, floor play area and had a range of sensory and natural resources. Monthly observations are completed by children's Key Worker, staff to child interaction was very positive and the quality of care was observed to be good.

2 – 3 years

There were 9 children present with 3 staff members. Children sat in a circle with staff and sang songs, each child was encouraged to participate. This is a long shaped room, which was colourfully decorated for Halloween. Children had made spiders from paper plates and these were pinned on to the wall on a large spider web. The room contained a range of age appropriate resources which are stored at a low level. There was a construction area, reading area, table top play area, dressing up area etc. Children each took a turn to choose which song they sang and took turns one after the other. Staff offered lots of encouragement and positive reinforcement. Children who did not wish to join in could freely choose from other activities. Children were encouraged to play well and be nice to each other.

3 – 5 years

There were 8 children with 2 staff members. This is a large, spacious room divided into a variety of play areas / zones: sand & water play, artwork area, reading / quiet area, home corner and construction area. Theme of the month was harvest and the colour of the month was orange. There was a good selection of resources and equipment for the preschool age group and children sat at the table, rolling and cutting shapes with play dough. Staff supported play and there was lots of chat, staff getting children to come up with ideas about shapes and acknowledging when they did something good. Nursery rhymes played in the background. There was one little girl settling in and looked out the window for her mummy. The child was not distressed or upset but had limited English. Staff were helpful in reassuring the child and encouraging her to engage in play activities.

Inspectors Additional Comments (if applicable)

Overall this has been a positive inspection for this quality area, with a small number of compliance issues identified. The setting were able to clearly demonstrate on the day of inspection and through the information provided in their self-evaluation document, how they are meeting the minimum standards. All paperwork and documentation required was provided on the day of inspection and overall the quality of care within Puzzles Childcare Nursery was observed to be very good.