

Early Years Inspection Report

Sessional & Full Day Care

QUALITY OF STAFFING, MANAGEMENT & LEADERSHIP

Name of Service:	Bumbles Day Nursery
Address of Service:	22 Knockbreda Road
	Belfast
Post Code:	BT6 OJA
Telephone No:	02890645545

Type of Service (please tick as appropriate)	Full Day Care	Play-group	Crèche	After School	Other (please advise)
	✓				
	Private	Not for Profit			
	✓				

	Age Range	Number of Children Registered for	Number of Children Present	Number of Staff Present
Room 1	0 – 2 years	6	4	2
Room 2	0 – 2 years	9	5	2
Room 3	2 – 3 years	12	7	2
Room 4	2 – 3 years	11	9	3
Room 5	3 years – school age	14	11	2
Room 6				

Name of Inspector:	Annmarie Hartigan
Date of inspection:	24.07.13

The following inspection was carried out by the Early Years Team,
Belfast Health & Social Care Trust

Under the Children (NI) Order 1995 settings are required to be registered with their local Trust if they provide a service as a day nursery, crèche, playgroup, out of school club or holiday club.

The Trust is then required to inspect the setting at least once per year. The setting is required to adhere to the requirements of their registration certificate and to the Childminding and Day Care for Children under Age 12 - Minimum Standards. The Standards contain a number of Quality Areas. The Standards can be downloaded at www.dhsspsni.gov.uk

This inspection report relates to the Quality Area of **Staffing, Management & Leadership**

CONTACT DETAILS

Early Years Teams – Belfast HSC Trust Area

**124 Stewartstown Road
Belfast, BT11 8LG
Tel No: 02890 604208
Fax No: 02890 620968**

Date of previous inspection:	24.07.12
Opening hours:	7.45am – 5.45pm
Days open:	Monday - Friday

Progress from previous Action Plan – Information supplied on Self Evaluation Form

Criteria to be met to comply with the Minimum Standards from last inspection held on 07.06.12 in relation to All Quality Areas.

- | | |
|-----|---|
| (a) | <i>Self Evaluation feedback-----Places applied for Child Protection Training on numerous dates have resulted in allocation for only one staff member. To continue to apply for Child Protection Training for new staff.</i> |
|-----|---|

Recommendations for improvement from last inspection held on 24.07.12 in relation to All Quality Areas.

- | | |
|-----|---|
| (b) | <ul style="list-style-type: none"> All other recommendations for improvement have been completed |
|-----|---|

Progress from previous Action Plan – Evidence gained at Inspection

Criteria to be met to comply with the Minimum Standards from last inspection held on ____ in relation to All Quality Areas.

- | | |
|-----|---|
| (a) | No Action Plan - First Inspection Under New Minimum Standards |
|-----|---|

Recommendations for improvement from last inspection held on ____ in relation to All Quality Areas.

- | | |
|-----|---|
| (b) | No Action Plan - First Inspection Under New Minimum Standards |
|-----|---|

Quality of Care

1.1 *Children are safeguarded through systems and practices that are consistent with the Regional Child Protection Policies and Procedures.*

Inspectors Comments

Excellent systems and practices in place to safeguard the children consistent with the Regional Child Protection Policies and Procedures.

Ms Miriam Scott, Manager, has completed Designated Officer Training and Ms Patricia Maxwell, Owner, is second Designated Officer. Second Designated Officer to attend training.

20 staff updated Child Protection Training in 2012. 7 staff to attend training.

Staff indicated that they are aware of the two identified Designated Child Protection Officers and during the inspection interview demonstrated a good understanding of Child Protection Issues and of Safe Care Practices.

Responses from parental questionnaires indicate that parents are aware of the Nursery procedures for safeguarding and Child Protection and some parents are aware that Miriam Scott is the designated officer, 4 parents did not know the name of the Designated Officer. Parents also report that Child protection procedures are on the noticeboard and are discussed at parents' meetings.

Identified collector system in place. There are also Nappy Changing/Toileting policies, Intimate Personal Care policy, Whistleblowing/Mobile and Social Networking and Video/Photograph policies in place.

Staff/child ratios were adhered to in each playroom and during outside play.

Criteria to be met to comply with the Minimum Standards

- Second Designated Officer to attend Child Protection Designated Officer Training.
- 7 staff to complete Child Protection Training

Recommendations for improvement

None.

Quality of Staffing, Management & Leadership

2.10 There are effective and efficient management and monitoring arrangements in the setting to support the work of staff and the care of children.

Inspectors Comments

Ms Patricia Maxwell is the Registered Person and owner of Bumbles Day Nursery, Ms Miriam Scott is Manager. There are two Deputy Managers, Ms Kelly Lee Haggan and Ms Vicky Stewart.

There are excellent effective and efficient management and monitoring arrangements in the setting to support the work of staff and the care of children.

Parents are aware of the management structure which is evident on the noticeboard. Staff identity and photos are displayed on the parent's noticeboard, monthly newsletter is provided, staff state that they make every effort to encourage good communication and to work in partnership with parents.

The facility has a Mission Statement which sets the ethos of Bumbles Nursery and the Nursery's aims and objectives. This is displayed in the office and playrooms. All staff interviewed were familiar with the ethos of the facility.

The registered person assumes overall responsibility for the recruitment process and ensures compliance with equal opportunities and fair employment legislation. Training provision is monitored and evaluated and evidenced in monthly review meetings and records.

Staff present as very committed and enthusiastic about their particular roles, there is a keyworker system in place to ensure continuity of care and staff recognize how their skills and individual work contributes to the overall quality childcare provision.

Criteria to be met to comply with the Minimum Standards

None.

Recommendations for improvement

None.

2.11 Adult / child ratios, space and resources are organised to meet the children's needs effectively and to comply with the stipulations on the Registration Certificate.

Inspectors Comments

There is a qualified, identified manager in charge at all times.

Ms Miriam Scott is Manager, Ms Kelly Lee Haggan and Ms Vicky Stewart are Deputy Managers.

All managers hold NVQ Level 3 or equivalent or above. Evidence also shows that all staff hold NVQ Level 3 except for 1 staff member NVQ Level 2 and 2 staff unqualified out of staff team of 27.

Adult/child ratios adhered to as evidenced by staff rotas in playrooms and outdoor play. More than the minimum ratio of staff to children is followed in each of the playrooms.

Identified creative play areas in each playroom with good provision of play toys and activities, including child size furniture.

The daycare is registered for 52 children. There were 5 playrooms in use and an outdoor play area.

Criteria to be met to comply with the Minimum Standards

- To repair damaged ceilings in facility.

Recommendations for improvement

None.

2.12 Those working with children in either a paid or voluntary capacity, or who have substantial access to them, are suitable individuals to do so.

Inspectors Comments

There are excellent management structures in place and good systems in place to ensure that all those working with the children are suitable adults.

All staff, students and volunteers are appropriately recruited and have been fully vetted through the Belfast Trust Early Years Services. There is a detailed recruitment and selection policy in place.

Induction arrangements for new staff are in place and these have been recently reviewed and updated. All induction training is completed within the first month and policies and procedures are read and signed off by staff.

Criteria to be met to comply with the Minimum Standards

None.

Recommendations for improvement

None.

Were there issues arising at inspection that are required to be dealt with that were not part of the Quality Area inspected?	Yes	x
	No	
<p><i>If yes, please comment and if necessary add to recommendations from the inspection</i></p> <ul style="list-style-type: none"> • Staff files to include birth certificates. 		

Observations of the Care of Children

Creative, child centred environment, staff in each playroom present as warm, caring and attentive.

Management provide good support and there are excellent organisational structures in place. Staff are qualified, professional and committed.

The nursery is well resourced, in each playroom there are identified areas of play and age appropriate toys and play equipment. There is a programme of routines and stimulating play activities for fun and learning.

Throughout the inspection staff/child ratios were well adhered to and staff/child interactions were very positive. The children played alone, alongside each other or in small groups, staff guided the children without being overly directive. Staff would go down to the children's level and during activities sat beside the children, looking at the children when talking and listening to the children. Friendly expressions, encouraging language development and self-confidence. Lots of praise, encouragement and reassurance.

There is a keyworker system in place to encourage continuity of care. Through observations staff identify the children's own particular interests and their individual needs and make every effort to ensure each child's needs are met. In all playrooms the children appeared well settled and happy in their play.

Complaints/Concerns since Last Inspection

(Delete as appropriate)

- No complaints/concerns have been expressed about this setting since the last annual inspection.

Staff Questionnaires	
(a)	A total of <u>27</u> questionnaires were sent to staff.
(b)	A total of <u>23</u> questionnaires were returned by the time of writing this report.
(c)	The majority of staff responses indicate that they feel equipped to carry out their role in the setting.
(d)	<u>2</u> staff member(s) felt the following would improve their ability to carry out their role (<i>insert as necessary or delete sentence</i>). <i>Two staff expressed concern about staff :child ratios when staff are off sick, however one staff member said new staff were presently being 'hired' to prevent this happening'.</i>
(e)	The following comments were made by staff (<i>insert a maximum of four comments, to include positive and negative</i>). <i>'I always feel management/Owner are very approachable and would not hesitate to express any concerns'.</i> <i>'Managers need to take staff's ideas on board, nothing seems to be appreciated'</i> <i>'6 staff expressed further training would be beneficial-----First Aid, Behaviour Management and ADHD, Special Needs, Inspiring Staff/Mentoring Skills.</i> <i>'My role is to provide quality care in a stimulating, caring environment'.</i>

Parental Questionnaires	
(a)	A total of <u>12</u> questionnaires were sent out to parents.
(b)	A total of <u>7</u> questionnaires were returned by the time of writing this report.
(c)	The majority of parental responses indicate that they feel their children are well cared for in the setting.
(d)	The majority of parental responses indicate that they feel the setting is

	<p>managed well.</p>
	<p>The following are some of the comments made by parents (<i>insert a maximum of four comments, to include positive and negative or state that no additional comments were provided</i>).</p> <p>'I had a recent issue with our child's behaviour, I feel it was handled in a child centred way with us working in partnership with staff'.</p> <p>'Safeguarding and Child protection information is provided on noticeboards and at parents meetings and we are aware that Miriam Scott is Designated Child Protection Officer'.</p> <p>'I am not aware who the Designated Child Protection person is'.</p> <p>'We are extremely happy with Bumbles and the care provided to my children, It is a really super place'.</p>
(e)	

Recommendations from this Inspection

(a) Criteria to be met to comply with the Minimum Standards

- Second person to attend Designated Child Protection Training.
- Seven staff to attend Child Protection Training.
- To repair damaged ceilings in the facility.

(b) Recommendations for Improvement

None.

Inspectors Additional Comments (if applicable)

Bumbles Daycare is located in a large semi detached house on Knockbreda Road, in the Rosetta area of East Belfast. The Nursery is welcoming, bright and child friendly.

Bumbles Nursery is privately owned by Ms Patricia Maxwell and is registered for 52 children aged 0-5 years. There are 5 playrooms with identified playrooms which are well resourced. There is an outdoor play area and a small carpark.

There are excellent management and organisational structures in place and a well skilled, qualified staff team who are committed to providing high quality care for the children and their parents

There is a Play Station group for After Nursery School children and 2 Kids Club groups for After Primary School children which are all part of the main Daycare and are registered close by in Rosetta Primary School.

Bumbles Daycare have gained Early Years Accreditation on two occasions and are currently working towards All Ireland Excellence Award.

Name of Inspector:	Ms Annmarie Hartigan
Signature:	
Date Report Completed:	15.8.2013

Social Work Manager:	Ms Carolyn Rainey
Signature:	
Date:	15.8.2013