



## Manor Minors Out of School Club

Inspection report for early years provision

<b>Unique Reference Number</b>	139348
<b>Inspection date</b>	23 March 2006
<b>Inspector</b>	Anne Legge
<b>Setting Address</b>	Manor Park C of E First School, Mellstock Avenue, Dorchester, Dorset, DT1 2BH
<b>Telephone number</b>	01305 268743
<b>E-mail</b>	07970 5179427-mob
<b>Registered person</b>	Manor Minors Out of School Club
<b>Type of inspection</b>	Childcare
<b>Type of care</b>	Out of School care

## ABOUT THIS INSPECTION

The purpose of this inspection is to assure government, parents and the public of the quality of childcare and, if applicable, of nursery education. The inspection was carried out under Part XA Children Act 1989 as introduced by the Care Standards Act 2000 and, where nursery education is provided, under Schedule 26 of the School Standards and Framework Act 1998.

This report details the main strengths and any areas for improvement identified during the inspection. The judgements included in the report are made in relation to the outcomes for children set out in the Children Act 2004; the National Standards for under 8s day care and childminding; and, where nursery education is provided, the *Curriculum guidance for the foundation stage*.

The report includes information on any complaints about the childcare provision which Ofsted has received since the last inspection or registration or 1 April 2004 whichever is the later.

### The key inspection judgements and what they mean

*Outstanding: this aspect of the provision is of exceptionally high quality*

*Good: this aspect of the provision is strong*

*Satisfactory: this aspect of the provision is sound*

*Inadequate: this aspect of the provision is not good enough*

For more information about early years inspections, please see the booklet *Are you ready for your inspection?* which is available from Ofsted's website: [www.ofsted.gov.uk](http://www.ofsted.gov.uk).

## THE QUALITY AND STANDARDS OF THE CARE

On the basis of the evidence collected on this inspection:

The quality and standards of the care are satisfactory. The registered person meets the National Standards for under 8s day care and childminding.
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### WHAT SORT OF SETTING IS IT?

Manor Minors Out of School Club has been registered since 1999, and is situated within the school grounds of Manor Park School in the county town of Dorchester. It is run by a committee of volunteers. The club serves children attending Manor Park School during term time, but spaces are offered to all children aged from 4 to 12 years, during school holidays.

The club is registered to care for 26 children, aged from 4 to 8 years. There are currently 88 children on roll at the out of school club, including 66 children aged under 8 years. There are approximately 100 children on roll for the holiday club. The

club is open on weekdays in term time, from 07:45 to 09:00 and from 15:15 to 18:00. In school holidays, it is open on weekdays, from 07:45 to 17:45. It is also open in the Autumn term from 12:00 until 15:15, to rising 5-year-olds, attending Manor Park School in the mornings. The club is based in the school bungalow, which is shared with the pre-school. Children also have use of the school outdoor play areas.

The club employs an appropriately qualified supervisor and six members of staff, five of whom hold a recognised child care qualification; the other staff member is working towards a relevant qualification. There are also two relief staff.

## **THE EFFECTIVENESS OF THE PROVISION**

### **Helping children to be healthy**

The provision is satisfactory.

Children receive consistent care when they are unwell or injured. Some staff have appropriate first aid qualifications and others are about to renew them. Records of accidents and medication administered are comprehensive and shared regularly, although not always confidentially, with parents. Children are very well protected from infection, due to good procedures for ensuring that the premises are always clean. Children learn good hygiene routines, as they are reminded to wash their hands before eating snacks and meals.

Children benefit from eating some healthy snacks, such as fruit and raw vegetables. They make nutritious sandwiches to take home, but the club's healthy eating policy is not yet fully implemented. Some children bring their own snacks to the after-school club, and these snacks may contain high fat or sugar items, such as crisps and chocolate biscuits. At the holiday club, packed meals are not always balanced, although staff are working to improve children's understanding of healthy eating. Children sometimes take part in outdoor physical activities, which help to develop their fitness and skills. They spend long periods outside, playing ball games or running around, during the summer months. They sometimes go for walks or visit the local park, where they enjoy using large equipment to climb and balance. However, they do not regularly engage in physical activities, during the winter months.

### **Protecting children from harm or neglect and helping them stay safe**

The provision is satisfactory.

Children enjoy the facilities of a newly refurbished bungalow, in the school grounds. The premises are bright and attractive, and have been thoroughly risk assessed, so that they are safe for children to use. All hazards have been addressed and staff are vigilant concerning children's safety. Children choose from a good variety of indoor games, toys and resources, which are easy for them to access and in good condition. They learn to manage their own safety, as staff explain to them, for example, why they must seek help to put resources away at the top of a cupboard.

Children discuss evacuation procedures, but their safety in emergencies is compromised, as they do not regularly practise procedures, and not all children are

sure of what they must do. They are usually secure in the premises, but the door is not always locked, during times when parents arrive to collect their children. Children are safe from abuse or neglect, due to the staff's clear understanding of all child protection issues and procedures.

### **Helping children achieve well and enjoy what they do**

The provision is good.

Children enjoy a good variety of interesting activities, which are appropriate for their age. Before school, children engage in mainly quiet activities, such as games or drawing. After school, they choose from a wider variety of creative, quiet and sometimes physical activities. In school holidays, children often enjoy themed activities, such as 'Egypt'. In all sessions, children are settled, and enjoy attending. They relate easily to the staff, who skilfully support their play and promote their development.

Children are independent in making choices about activities, as staff involve them in planning, through discussion or by using questionnaires. They socialise freely with each other and with the staff, who encourage them to talk, as they play or eat their snack. They develop their creativity, using paints and drawing materials, and they engage in imaginative role play, which is effectively extended by staff. They play card or board games, or use construction sets to make models. They play snooker indoors, and sometimes enjoy ball games, such as basketball, in the outdoor areas. Children take part in a range of planned activities, such as sandwich-making, if they choose to do so.

### **Helping children make a positive contribution**

The provision is satisfactory.

Children behave well, as they respond to the staff's high expectations and clear routines. They learn about right and wrong, as they agree club rules, or as staff explain why some behaviour is inappropriate. All children are welcomed and included, and their interests and needs are taken into account, as staff plan activities and events. Children with special needs are integrated and well supported, and staff liaise with the school, to ensure that care is consistent. Children learn to respect differences, as they engage in activities relating to other cultures or beliefs, such as the Muslim faith or Egyptian culture. They use appropriate multi-cultural resources, such as dolls or books.

Children's care is mainly consistent, as staff communicate regularly with parents. Information about the club is available in the school's weekly newsletter and on the notice board, but parents do not consistently have clear information about policies and procedures, nor about planned activities. This limits their ability to be fully involved in their child's care. Systems for sharing records of incidents and of medication administered do not always ensure that children's confidentiality is respected.

## **Organisation**

The organisation is satisfactory.

Children are cared for by well-qualified staff, who are committed to further developing their skills, by attending relevant training courses. Staff and the committee work effectively together, to ensure that children's needs are met. Children's care is underpinned by all the required documentation, and policies and procedures have been updated, to reflect recent changes to regulations. Some documents are not always shared appropriately with parents.

Children are cared for in an attractive environment, where indoor space is used effectively, to provide a good range of suitable activities. Resources for indoor activities are easily accessible and offer children plenty of choice. The club meets the needs of the range of children for whom it provides.

## **Improvements since the last inspection**

Since the last inspection, the club has improved children's safety, by implementing an appropriate policy regarding lost children, and updating the complaints procedure. There are now effective systems to ensure that all staff know and can implement policies and procedures, so that children receive appropriate care. Children's confidentiality has been improved, but records of medication administered, and some incident records, still compromise privacy. A healthy eating policy has been introduced, to improve children's health, but some snacks and meals remain unbalanced, as the co-operation of parents has not yet been fully addressed.

## **Complaints since the last inspection**

There have been no complaints made to Ofsted since April 2004.

The provider is required to keep a record of complaints made by parents, which they can see on request. The complaints record may contain complaints other than those made to Ofsted.

## **THE QUALITY AND STANDARDS OF THE CARE**

On the basis of the evidence collected on this inspection:

The quality and standards of the care are satisfactory. The registered person meets the National Standards for under 8s day care and childminding.
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## **WHAT MUST BE DONE TO SECURE FUTURE IMPROVEMENT?**

### **The quality and standards of the care**

To improve the quality and standards of care further the registered person should take account of the following recommendation(s):

- promote children's good health, by regularly offering a variety of physical activities during the winter months, and by continuing to develop the healthy eating policy, so that all children eat healthy snacks and meals
- improve children's safety, by ensuring that the premises are always secure and that emergency evacuation procedures are practised regularly
- improve the consistency of children's care, by ensuring that parents receive good information about activities, and about the club's policies and procedures
- protect children's privacy, by ensuring that all records are shared confidentially with parents.

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