



Holy Trinity Out of School Club

Inspection report for early years provision

Unique Reference Number	EY264299
Inspection date	06 December 2006
Inspector	Frank William Kelly
Setting Address	Holy Trinity Primary School, Manchester Road, Southport, Merseyside, PR9 9AZ
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Registered person	Jean Edwardine Munro
Type of inspection	Childcare
Type of care	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.

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.

WHAT SORT OF SETTING IS IT?

Holy Trinity Out of School Club has been registered since 2003 and is one of three settings operated by an individual. It operates from six rooms within Holy Trinity primary School which is situated in Southport in Merseyside. A maximum of 26 children may attend the setting at any one time. It is registered to provide out of school and holiday care and operates each weekday from 15.10 to 18.00 during term-times, and 08.00 to 18.00 during school holidays. There is an enclosed outdoor play area.

There are currently 30 children aged from four to 10-years-old on roll. The setting cares for a number of children who speak English as an additional language. Children who attend are normally pupils at the school, although the service is available to children from the local area.

The setting employs seven staff. Of these, five including the manager, hold appropriate early years qualifications and one is working towards a qualification.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is good.

Children are kept healthy and free from infection because staff have a good understanding of how and why procedures should be implemented. They follow appropriate food hygiene procedures, such as wearing protective clothing and cleaning surfaces before and after preparing the snacks. They monitor the cleanliness of the toilets before children arrive at the club and ensure necessary cleaning tasks are carried out as and when required. Children have developed a good understanding of personal hygiene as staff are quick to prompt them; they not only remind children to wash their hands but also take time to discuss with them why it is important to dry them properly. The children talk knowledgeably with visitors about germs and the effects they can have on your health.

Appropriate written policies regarding procedures for caring for children that become sick or unwell are in place and regulatory procedures, such as those for reporting notifiable diseases and incidences of food poisoning have been prepared. Children's well-being is further promoted as most of the staff hold current first aid certificates and systems for recording and reporting accidents are suitably followed. Generally the setting prefers not to administer medication to children, however, should children require on going medication, arrangements including obtaining parental consent are in place and fully understood by the staff.

Children have very good opportunities to develop their physical skills as staff plan regular opportunities to play outside in the playground or join in circle games, such as 'traffic lights' and 'corners' in the main hall. The children enjoy running around in a vigorous manner, which helps them to raise their heart rate, improve their fitness and move around after their day in school. Within the playrooms, games, such as snooker are enjoyed by all ages and help children to develop their coordination and judgement skills. Good access to a varied selection of tools and craft materials further helps children to practise and improve their dexterity.

Children have regular access to fresh drinking water and juice to keep themselves refreshed and hydrated. Staff are familiar with children's individual dietary needs and preferences. Snack times are relaxed social occasions as children are invited to make a choice about what they would like for their snack. These choices include a hot or cold option, such as lasagne or ham or tuna sandwiches, which are served in small groups so children get to eat when they are ready and not when the routine dictates. Alternatives, such as toast are always available for those children that do not like what is available or are not overly hungry. Projects about healthy eating are helping the children to make informed choices.

Protecting children from harm or neglect and helping them stay safe

The provision is satisfactory.

Children are cared for in premises that are suitably maintained and presented. Children's art work and written comments about the club are displayed in the main room used for care, which helps the children to feel valued and promotes a sense of belonging. Staff are warm and friendly and make visitors and parents feel very welcome. Furniture and equipment is appropriately

organised so that children can move around in a safe and calm manner. There is more than sufficient furniture and resources to meet the needs and numbers of children cared for. The range of games and other activities is very good; the children have choice from most of the current games available on the market. The toys, games and other equipment are clean, well maintained, and suitable for their purpose and regularly checked so that children are able to play safely.

Children's safety is promoted as staff complete daily premises checks to ensure that the areas used to care for the children are safe and suitable. Fire detection systems and equipment, such as extinguishers and emergency lighting are all in place and serviced regularly by the school. The setting practises the emergency evacuation procedure with the children on a termly basis, thus, helping children learn about what to do in the event of an emergency. Children are supervised by adults at all times and gentle reminders about running on the stairs help children to learn about keeping themselves and others safe. Access to the setting is suitably monitored and appropriate procedures for collection of children further protects children from unknown adults.

Suitable policies and procedures relating to the safeguarding of children have been devised and include some information about the categories of abuse and the relevant contact details should staff have need to report a child protection concern. These policies and a copy of the 'What To Do if You're Worried A Child Is Being Abused - Summary' flowchart are easily accessible to the staff but are not shared with parents before the children are cared for. The named person responsible for coordinating child protection issues has identified the need to update training relating to child protection to ensure that the children continue to be fully protected and the procedures as required by the Local Safeguarding Children Board are followed as required.

Helping children achieve well and enjoy what they do

The provision is good.

This is a fun place to be and the children are relaxed and happy in this club. They have formed good relationships with staff who are warm and loving in their responses. They spend time with the children and show interest in what they have to say, think and what they wish to do. Consequently, children are confident, busy and fully engaged. Their play is relaxed and purposeful; they enjoy adult prepared activities, such as painting pre-printed Christmas trees and then expressing their own creativity by painting several of their own pictures.

Every session, children have access to books, role play, table games, and larger more active activities, such as snooker. They play out in the playground or main hall, make cakes, or rest and relax on comfy couches playing interactive handset games. The planned activities provided over the term present children with a range of new and familiar experiences that help to extend and consolidate their learning and life skills. For example, children enjoy baking, creating mini-gardens and trying traditional activities when using knitting bobbins. Adult led games help children's memory and numerical skills as they play bingo, hunt the letter, remember the 10 objects under the sheet and join in a music quiz.

Helping children make a positive contribution

The provision is satisfactory.

Individual children's needs are met well as staff seek out information to ensure they are familiar with the child's experiences and cultural backgrounds. Good activities, such as creating flags of the children's own nationality and then looking at where their birth country is on the map is having a beneficial impact on all the children. Not only does it help the children to learn about each others similarities and differences, but also helps the children who have recently started at the club to feel valued and thus boosts their self-esteem and sense of community. There are some resources in place that promote the wider world to further promote equality in respect of gender and religion. Satisfactory procedures are in place to ensure that children with additional needs are supported and valued. Staff have some understanding of appropriate action to be taken to promote the welfare and development of any children with additional needs.

Behaviour is managed well by staff, children are learning from their positive and consistent approach. A keen sense of fairness and following rules is thread throughout the club, from when playing games and a child is out, to waiting at the bottom of the stairway until all the group are ready to go. There are clear boundaries and routines in place that the children have contributed to. This inclusion and reinforcement by the staff is having a positive effect on the children and is creating a positive atmosphere where children accept differences of opinion, such as second shots during a game of snooker, with good grace.

Partnership with parents is good on an informal basis as staff share information daily during collection times. Parents were observed to be relaxed and familiar with the routines, such as signing their children out. Staff are aware of the importance of ensuring parents are kept fully informed and make time to use a variety of methods to communicate with all the parents in particular those who speak English as an additional language. Whilst no formal systems for interpreter services has been set up, the setting is aware of where these can be accessed should the need arises. There is also a written information pack for parents and information in the school letter to help keep them up-to-date about planned events and dates of the holiday club.

Organisation

The organisation is satisfactory.

Organisation of the physical space is good and provides children with freedom to pick and choose where they play and if they participate in restful or vigorous activities. Children enjoy a varied and fun play program that takes into account their interests and wishes.

Staff deployment in general, is good, as there are a high number of staff so children remain well supervised and supported whilst others are preparing snacks or talking to parents or visitors. However, on a couple of occasions for very brief periods, staff that have not had a vetting procedure fully completed were alone whilst accompanying the children.

All required policies and procedures are in place and are generally implemented consistently to keep the children safe and well cared for. The management retains all required records for inspection and demonstrates a sound understanding of meeting the National Standards.

Induction, regular appraisal and weekly team meetings help staff to understand their responsibilities and work well as a team.

Overall, the provision meets the needs of the range of the children for whom it provides.

Improvements since the last inspection

At the last inspection one action was made requiring the setting to submit details of staff and five recommendations were made relating to regulatory documentation, policies and procedures.

Since then the setting has responded to all points raised. Details of the then managers were submitted and suitable clearance procedures were completed by Ofsted as required, thus contributing to the children's safety and welfare. Regulatory documentation has been improved and promotes the safety and welfare of the children. This includes the administration of medication in relation to children using inhalers and records of staff, children and visitors now clearly show the times of attendance. Procedures regarding allegations against staff have been devised and included within the child protection procedure. Staff are made aware of these procedures as part of their induction. All records were available for inspection and the systems in place help to contribute to the children's safe, consistent care.

Complaints since the last inspection

Since the last inspection there have been no complaints made to Ofsted that required the provider or Ofsted to take any action in order to meet the National Standards. 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.

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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):

- refresh the named persons knowledge of current child protection procedures, and ensure that parents are informed of the settings responsibilities prior to children being cared for
- revise the deployment of staff to ensure that those staff who have outstanding checks are not put in the position were they are left alone with the children at any time.

Any complaints about the inspection or the report should be made following the procedures set out in the leaflet *Complaints about Ofsted Early Years: concerns or complaints about Ofsted's role in regulating and inspecting childcare and early education* (HMI ref no 2599) which is available from Ofsted's website: www.ofsted.gov.uk