



## Saath Saath Play scheme

Inspection report for early years provision

**Unique Reference Number** EY290268

**Inspection date** 03 August 2006

**Inspector** Mary Kilroy

**Setting Address** Levenshulme High School For Girls, Crossley Road,  
Manchester, Lancashire, M19 1FS

**Telephone number** 0161 432 1527

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**Registered person** Mohammad Azhar Shah

**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](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 good. The registered person meets the National Standards for under 8s day care and childminding.

### WHAT SORT OF SETTING IS IT?

Saath Saath play scheme opened in 2003 and was re-registered in 2004. It is situated on the premises of Levenshulme High School For Girls in Manchester and operates from a large main hall. A maximum of 85 children may attend the play scheme at any one time. The play scheme is open from 09.30 to 12.00 and from 12.30 to 15.00 each weekday during the Manchester school's Easter and summer holidays. All children share access to a secure outdoor play area.

The open access play scheme serves the local community and offers places to children on a first come basis. The play scheme supports children with learning

difficulties or disabilities and those who have English as an additional language.

There is a qualified manager and more than seven staff, of whom over 50% hold childcare qualifications. All staff have play work qualifications.

The setting receives support from the Early Years Development and Childcare Partnership in Manchester.

## **THE EFFECTIVENESS OF THE PROVISION**

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

The provision is good.

Some children remain on the premises at lunch time and staff label their lunches after asking what is in them. This ensures children eat only what parents provide and that their individual dietary needs are met. Staff work closely with parents on what should not be included, such as glass bottles and they provide guidance on healthy eating. Parents are advised to include a cool pack, as there is no provision for storing lunches in a fridge. Lunches are stored in the coolest area. Snacks provided include fruit, both fresh and dried and healthy drinks. Children are learning about making healthy choices from selecting healthy snacks. They are encouraged to sit playing quietly for at least half an hour after meals to set a good pattern for healthy digestion and to ensure that they are ready to fully enjoy the activities. There is a cooking and food policy in place and children are learning about making healthy choices from cooking healthy food selections and through discussion with staff. Drinking water is available at all times and is accessible in jugs on trays for children to self select. Iced drinks are provided outside during the hot weather and all children access these enthusiastically. Staff remind them to access drinks regularly. Children know that they need to drink more when it is hot and after strenuous exercise. Individual dietary requirements are always respected and allergies are recorded on the registration sheet. They are regularly reviewed to ensure that children's individual needs are met. Children enjoy activities on being healthy and there are lots of posters displayed to reinforce their learning, such as 'Your Mouth,' a good tooth care guide. All food provided meets children's individual and religious dietary needs.

Effective policies for medication and accidents are in place, however medication is only given in life preserving situations, such as for asthma or epilepsy. Records allow for parents counter signatures for accidents. These are signed by parents if they are collecting children, or sent home with the child. Parents are always telephoned when the child has an accident. There is written permission for emergency medical treatment. Medication, such as inhalers are kept in a lockable cupboard to ensure that they are always accessible when required and are not used by other children. Children's records contain all necessary information regarding their vaccinations and allergies. Parents are also informed if their child is taken ill on the premises. High staffing ratios ensure a child can be isolated until their carer collects them, if they are infectious. The child is kept warm, comfortable and well hydrated. Good hygiene is promoted and children are encouraged to wash their hands at appropriate times and staff constantly talk to the children regarding health and hygiene throughout the daily routine. There are always several first aiders on the premises and on this scheme, a

doctor also. Four staff currently hold first aid certificates and all staff are encouraged to undertake this training on induction. The high ratios of trained staff ensures children remain healthy. The staff ensure that the premises are cleaned on a regular basis after each session using rotas to cover all areas of the provision and there is a very good caretaking facility as back up. Children benefit from seeing clean premises and good practices for health and hygiene.

Children access a large safe outside play area with established trees for good shade. There are opportunities for a wide variety of sports activities on and off the premises, such as swimming and bowling. Children are reminded to rest in the shade after outdoor activities and are given time to eat and play at their own pace. They know that they should keep their skin covered whilst playing in hot sunshine. There is a large modern gym hall for use when wet.

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

The provision is good.

The premises are safe and suitable inside and out and meet all the requirements of the fire officer. There are robust systems for the safe admittance of children, with effective signing in and reception facilities. Visitors sign in and wear badges. They are not admitted to play areas unaccompanied and volunteers are never left alone with children. Children remain safe as staff use effective policies and procedures, such as the missing child policy and fire evacuation plan. The fire/emergency evacuation plan is practised with the children soon after the scheme starts and then regularly during the duration of the play scheme. Children understand the procedure and are beginning to take responsibility for their own safety. Children know where the fire exits and assembly points are and staff are aware of their individual responsibilities, such as who searches and checks which rooms. Children know that they should use the nearest of the four exits and how to proceed safely. Trips are rotated and effective policies for outings are in place. Risk assessments of all outings and coaches used are carried out. Children stay safe as there are high ratios of qualified and experienced staff who know the children very well. Extra safety measures are taken on outings, such as children wearing special blue swimming caps to identify them in a public pool. These good ratios ensure that children remain safe and well supervised. Careful planning ensures that all staff are aware of the swimming ability of all children and of any identified potential risks. Children help to formulate all the rules, including those around safety and this ensures that they own and accept them, helping them to understand how to remain safe. The manager uses tried and tested facilities for outside trips that are safe and well known to staff and children. Accidents are recorded appropriately and are up to date. They are recorded in the accident book at the outside facility also, if an accident happens off site. Insurance documentation is displayed for parents to see.

Suitable toys and equipment are available and the furniture is child height and caters for different ages. Items are rigorously checked by staff and repaired/removed, if broken. Children use safety scissors for craft activities and are good at storing their bags and belongings away safely after outings. They move between activities and carry equipment with care. The provision has maintenance sheets and staff complete

risk assessments on all their equipment. This is recorded and all rooms are checked before the scheme commences. Excellent equipment for both indoor and outdoor play is available. Children are registered, however they can come and go as they wish. Children are supervised at all times when attending the play scheme. Safe coaches with seatbelts are provided for children when using a venue that is not convenient or safe for using buses. On other occasions when public transport is good, children have good opportunities to practise travelling and using their road safety skills safely. Children understand the rules for travelling safely and are learning about stranger danger at an age appropriate level.

There is an effective child protection policy in place and staff are aware of whom to contact. The staff attend regular training and they have the local Area Child Protection guidelines. The manager is the named person for child protection and staff contact him if they have any concerns. They are all aware of the signs and symptoms of abuse. The registration holder has read a copy of 'What to do if you are worried a child is being abused' to ensure that his policy and practice meets current requirements. Where toilet facilities are a distance from the hall, same sex members of staff accompany children to use the facilities.

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

The provision is good.

Children have input in the activities from the planning stage of the play scheme. Most staff and children attend the scheme every year and are familiar with the routine. Registration forms are sent out prior to the scheme, together with the complaints procedure, draft timetable and times of the sessions for those parents wishing to take and collect children. There is a comprehensive range of activities and outings for children which meets all interests and individual needs and a daily meeting of staff and children during which activities are discussed and finalised. No child has to contribute to the meeting unless they wish to do so. There are folders of play ideas and activities, should children still not find something that they wish to try and there are sufficient staff to meet these individual requirements.

Children thoroughly enjoy the exciting activities provided. They are kept stimulated and interested in the wide and varied play activities offered. They are very creative and imaginative and enjoy experimenting with colour and texture to make pictures and collage. They add feathers, pom poms, stars, pipe cleaners, rubber stamps, glitter and skilfully overlap squares of coloured tissue to create colours. They use tools well and enjoy creating paper flowers and cards for family members who have birthdays. They enjoy badge making and use a wide range of mark making materials to proudly label their creations. Children access a wide range of papers including crepe, crinkle, gummed, card and tissue to ensure that they can create appropriately. There are high ratios of well qualified staff to children and this ensures that the children have lots of individual attention and support. Staff are interested in what children say and do. They know their backgrounds and interests well and plan well thought out activities that keep their interest for long periods of time.

A full programme of activities is provided for the children to suit all needs and ages.

Good play plans are in place. A weekly routine sheet is completed by staff and displayed for parents to see. All children have opportunities to go on trips and attend the local parks. The activities include organised games, imaginative play, construction, a wide selection of art, collage and crafts, appropriate television and video, computers and play stations, books, board games, puzzles and outdoor trips and pursuits. The hall is divided into areas to allow a variety of play and there are areas for children for quiet play and rest. Plans are devised involving all the children and are always flexible to suit the children's needs. Planning with staff takes place the week before the placement commences and staff meet to go through their procedures. Children are offered choices and there is a good balance of adult and child led activities. Activities promote equality and books and equipment reflect positive images. A large outside area with mature trees for shade is available for outdoor sports. The manager deploys staff with different skills, experience and preferences for each of the activities. Children are asked questions and staff discuss the importance of talking to the children and listening to their ideas and views. Evaluation sheets are available after the scheme to record what went well and not so well and children's views are also sought at the daily meetings. The manager promotes children learning through play and effectively uses resources to enhance children's learning. Two trips are organised for children and their families on Saturdays to ensure that parents and children have fun together during the long holiday.

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

The provision is good.

The registration holder ensures that all policies and procedures are in place and toys and equipment provided to give children positive images and effective role models to follow. Staff attend training on equal opportunities and work to the Equal Opportunities Policy. They become familiar with this at their induction training. The policy includes guidelines on dealing with discrimination. Activities are adapted to suit individual needs and abilities and to enable all children to have access to all equipment and resources. Children access a broad range of activities to extend their knowledge and understanding of cultures, disability and the wider world. They have topics on British wildlife, world religions, kings and queens of England, the solar system and natural forces. They further their understanding of sian culture and poetry through free distribution to families of a booklet on writers and poets of the Indian sub-continent, which contains useful information in dual language. A wide variety of toys, visits and activities reflect all areas of equality and children are learning to value diversity from them. The manager and staff strive to ensure that the make up of the staff reflects the children's backgrounds and cultures and that of the surrounding area. This includes a mix of age groups in staff where possible. Staff incorporate equality and inclusion in their planning of play activities.

The play scheme has a special needs policy in place and a named person who takes responsibility for all issues around supporting children who have learning difficulties and disabilities or have English as an additional language. They have successfully integrated children with special needs on previous schemes, attending with a support worker. There are no children presently attending who have special needs, however

as the scheme is open access and operates a first come, first served basis they are always prepared to meet any individual needs. The registered person and staff liaise closely with outside agencies and parents to ensure all children are included and have their individual needs met. A large hall is used for indoor activities.

Children's behaviour is excellent. All children are involved in formulating rules with the staff. Although the scheme is open access, there is a register on the premises and many parents take and collect their children. Staff work closely with parents either during verbal exchanging of information or by letter and try to work in partnership with them to resolve unwanted behaviour issues. Praise is given for positive behaviour as it naturally occurs. The group have an effective policy on behaviour and promote positive behaviour, such as kindness to one another and no bullying. The children are kept well stimulated and participate in interesting trips. There are appropriate behaviour management strategies in place and staff speak to the children and ask why they have displayed the behaviour. They explain the consequences to themselves and others. The children are involved in writing their own club rules and they own these, often reminding others when they are broken. Behaviour of concern is discussed with parents. Strategies to prevent bullying are incorporated into the policy. The staff are good role models for children and have excellent relationships with the children and other staff members.

Parents receive good information about the play scheme and are encouraged to be involved as much as possible. Many choose to take and collect their children and they are informed of session times well in advance of the scheme. They are aware that children may leave the scheme if they wish. There is an emergency contact number for all children who attend. The notice board displays all policies and procedures for parents and they are made very welcome by friendly staff. Lots of regular letters and newsletters keep them informed about visits and activities.

## **Organisation**

The organisation is good.

Children are cared for in a warm, welcoming environment which is bright and well planned. Children are happy and confident and have built warm and secure relationships with the friendly and caring staff. The registration holder and manager has been a qualified teacher for 15 years and has previously worked with children in Pakistan. He has worked and managed play schemes, including this provision, for nine years and has attended play training. He has 28 years experience of working with children overall. He presents as capable and flexible. The ages of the children attending are five to 14, but are mainly aged under 11. Through discussion, the registration holder demonstrates how the care of older children will not adversely affect the younger ones. The staff all have play work qualifications and three hold a child care qualification. The play scheme is open access and takes children on a first come basis. Children mainly go off the premises during the lunch break. Job descriptions and recruitment procedures are in place for all grades of staff. There are robust systems for employing and clearing staff. Induction programmes are followed for new members of staff. This covers all the areas of training. Regular staff meetings are held. Policies and procedures are in place for each of the National Standards as

required. The manager demonstrates how he deploys his staff effectively and ensures that they attend training and undertake a play work qualification.

The registration holder and manager encourages older people, such as grandparents with relevant qualifications or skills and experience, to apply. He has built very good relationships with staff and they are encouraged to discuss concerns with him. All staff are vetted and have recent enhanced criminal records checks. They are required to attend staff induction and training before each play scheme commences and this was completed in July. The registered person is fully committed to having consistency from the staff in all areas of the provision. There is a named deputy who is qualified and experienced in the care of young children.

All policies and procedures are in place, with a minor exception. The registered person agreed to obtain the correct form for recording parent's complaints and to make them accessible to parents. Complaints are noted however and parents receive information about the correct procedures for making a complaint with every application form. There is a policy for handling children's complaints.

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

#### **Improvements since the last inspection**

Not applicable.

#### **Complaints since the last inspection**

There are no complaints to report.

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 good. 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):

- keep a record of parent's complaints as required and make the record available to parents when requested

Any complaints about the inspection or the report should be made following the procedures set out in the leaflet *Building better childcare: Compliments and concerns about inspectors' judgements* which is available from Ofsted's website: [www.ofsted.gov.uk](http://www.ofsted.gov.uk)