



Schools Out Club - Truro High School

Inspection report for early years provision

Unique Reference Number	EY281285
Inspection date	10 August 2006
Inspector	Linda Janet Chauveau
Setting Address	Truro High School, Falmouth Road, Truro, Cornwall, TR1 2HU
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Registered person	Yvonne Louise Mary Smith
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.
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WHAT SORT OF SETTING IS IT?

School's Out Club at Truro High School is one of seven privately owned out of school clubs. It opened in 2004 and operates from classrooms in the Trevean Nursery Building at Truro High School. It is situated in the city of Truro, Cornwall. A maximum of 20 children may attend the out of school club at any one time. The club is open each weekday, from 15:15 until 18:00 during term times and from 08:00 until 18:00 during school holidays. All children share access to a secure enclosed play area.

There are currently 75 children, from three to eight years on roll. Children mainly come from the local area. The out of school club employs five staff. Of these, over

half hold appropriate early years qualifications. The setting receives support from advisory staff from the Local Authority.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is satisfactory.

Children's health and well-being is generally protected by staff who follow sufficient procedures to maintain satisfactory standards of hygiene throughout the setting. In order to reduce the spread of infection, staff carry out sensible health and safety checks prior to children's arrival, for example, checking the toilets and wiping tables before children eat their snack. However, some areas, such as the sink area for washing craft utensils and sections of carpet are not kept clean. Children learn the importance of personal hygiene as staff remind them to wash their hands before snack time and after visiting the toilet. Children are adequately protected from illness and infection. For example, staff hold current first aid training and records of accidents show that children are treated appropriately. However, some children are at risk as not all registration records, giving allergy information and emergency contact details, are kept on site.

Children keep healthy through exercise. They have plenty of fresh air on a regular basis and spend time outdoors using a range of climbing equipment, skipping, playing rounders and using bats and balls. They can rest and relax in the quiet room, sitting on floor cushions and comfortable chairs. In order to keep hydrated, children can drink freely from the water provided in the clubroom. Children eat a nourishing snack of fruit with a choice of milk or water to drink, parents provide children's packed lunches, which are stored safely by staff.

Protecting children from harm or neglect and helping them stay safe

The provision is satisfactory.

Children are secure in a purpose built childcare setting, on an independent school site. Staff have organised the rooms used by children to enable them to move freely and safely between areas, with good space for floor and tabletop activities. During school holidays, children are able to access a reasonable range of age-appropriate resources from designated storage units. However, during term time, when the school's nursery is in operation, storage is limited and children are restricted in free choice activities, relying on staff to present a rotation of resources.

Satisfactory monitoring procedures, including door locks, warning bells and the use of a visitor's book, ensure that children are protected from unknown visitors. Senior staff are developing the use of risk assessments, to supplement the daily checks made by staff, to ensure that the clubrooms are safe for children's use. Children learn about personal safety when they carry out fire drills with staff, and know that safety equipment must be worn before using scooters and skateboards. A child protection procedure and incident record keeping systems are in place, which are designed to

keep children safe from harm. However, the procedures do not refer to national guidance on child protection or procedures from the Local Safeguarding Children Board. As a result, staff cannot act appropriately if they wish to report a concern.

Helping children achieve well and enjoy what they do

The provision is satisfactory.

Children are settled and happy. They know the staff and their surroundings well. They are interested in the range of activities available, for example, board games, construction sets and craft resources, which contribute to their overall development. Children enjoy the freedom of being able to make their own choices and develop their play. For example, a group of children move chairs and use craft materials to make and decorate a den. Other children work companionably with staff to make pom-poms and create an undersea collage.

All children are busy and happily occupied. They develop friendships as they chat together and enjoy imaginary play, becoming superheroes whilst using the outside climbing frames. Staff relate well to children, showing interest in them whilst discussing books they have brought to the club from home. When participating in a planned cooking activity all children work together well, following instructions to weigh, mix and beat ingredients. They are pleased with the buns they have made that staff cook for them in the kitchen.

The owner and senior staff plan daily craft activities for the school holidays and arrange trips off site to local attractions and beaches. During term-time staff follow a planned timetable to structure children's time spent at the club. Staff value children's contributions, and during school holidays, make good use of wall space available to celebrate children's work. Examples of children's craftwork and photographs of their participation in a variety of activities, indoors and out are colourfully displayed.

Helping children make a positive contribution

The provision is satisfactory.

Children arrive at the club keen to participate. They enjoy the company of staff and each other. Staff ensure that they have sufficient individual knowledge about the children booked in for each session and take care to settle children in. Children have friendly relationships with staff, who are interested in them and act as calm role models to encourage co-operative behaviour. Photographs of children and families displayed around the room and access to an acceptable range of resources help children learn about other cultures, lifestyles and abilities. However, the information for parents, provided by the club, showing how children with learning difficulties and/or disabilities will be supported, lacks sufficient detail.

Relationships with parents are relaxed and informal. A notice board and newsletters detailing holiday planning, keeps parents up to date with the club's operation. A complaints procedure has been developed; however, Ofsted contact details, to enable parents to make a complaint, are out of date. Staff follow an induction

procedure to ensure that new parents receive sufficient information about the club. Parents complete a simple registration form to provide staff with enough information to ensure that children receive adequate care. Feedback from parents and children indicate that they are happy with the club.

Organisation

The organisation is satisfactory.

Children are looked after in premises that are, during the school holidays, presented effectively by staff to provide a secure and pleasant childcare environment. During term times staff work with teaching staff to ensure the rooms are suitable for children's use. Staff working in the club are suitably qualified and experienced. Several staff members take responsibility for managing the club on different sessions. The owner of the provision, who is responsible for the employment of staff, is in breach of regulations by not informing Ofsted of changes to the persons in charge at the setting.

The operation and organisation of the club is underpinned by a set of policies and procedures. The owner and senior staff are in the process of reviewing and updating these procedures, however, some policies, especially those relating to child protection and children with learning difficulties and/or disabilities lack sufficient detail. As a result, children's welfare is not fully protected. Attendance registers are kept to show that adult to child ratios are maintained. Most of the required documentation and parental consents to support children are in place, however, not all children's registration information is available on site. As a result, the owner of the provision is in breach of regulations, and some children are at risk, as emergency contact and medical details are not immediately available. Overall, the provision meets the needs of the range of children for whom it provides.

Improvements since the last inspection

At the last inspection, the registered person was asked to improve systems for staff recruitment, the registration of children, daily routines, various aspects of health and safety procedures and the systems for sharing information with parents.

The setting is making progress towards these improvements. Staff have files on site detailing their suitability and qualifications, however, Ofsted is still not being informed of changes to managers at individual settings. A suitable registration system shows children's arrival and departure times; however, children's safety is compromised as not all registration forms are kept on site. Parents now receive adequate information about planned activities at the club.

Staff promote children's safety by completing a health and safety checklist before children's arrival and follow procedures to provide a consistent daily routine for children. Policies have been developed to cover the administration of medication. A child protection policy is in place; however, staff do not receive sufficient information on how to make a referral if they have concerns about a child.

Complaints since the last inspection

There has been one complaint made to Ofsted, which was in the process of being investigated at the last inspection. On 14 November 2005, concerns were raised in relation to children not being transported safely in a car. These concerns relate to National Standard 6: Safety. Ofsted wrote to the registered person requesting they provide us with a report. A review of the report identified that the National Standards continue to be met and no further action was taken. The registered person remains suitable for registration. 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.

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):

- develop the child protection procedure, to follow guidance laid out in the government booklet, "What To Do If You're Worried A Child Is Being Abused - Summary" and to show that procedures to report concerns follow Local Safeguarding Children Board procedures, including contact and telephone numbers for local police and social services
- develop the policy for children with learning difficulties and/or disabilities to show how children will be supported and included within the setting
- inform Ofsted of any changes to manager or person in charge of individual settings. Implement robust procedures to appoint and vet staff, and to ensure their continuing suitability
- ensure that registration details for all children attending the setting are kept on site.

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