



Anlaby Out of School Club

Inspection report for early years provision

Unique Reference Number	314573
Inspection date	09 November 2006
Inspector	Jackie Phillips
Setting Address	Anlaby Junior School, First Lane, Anlaby, Hull, East Riding of Yorkshire, HU10 6UE
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Registered person	Vivien Alexander
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 inadequate - notice of action to improve. The registered person does not meet the National Standards for under 8s day care and childminding.

WHAT SORT OF SETTING IS IT?

Anlaby Out of School Club operates from an extended classroom within Anlaby Primary and Junior schools to the west of Kingston upon Hull. The club is owned and part managed by a private provider. In the immediate area are shops, a church and private housing. There is an enclosed playground to the rear of the building and the school playing field is also available for outdoor activities.

The club was registered in January 1999 and offers sessional, before and after school care and holiday care. Registration is for a maximum of 32 children from four to eight years of age. Children up to 12 years also attend and care is provided for children from neighbouring schools. Opening times are 07.30 to 09.00 and 15.20 to 18.00 during term time, and during school holiday periods 07.30 to 18.00. Currently there are 63 children on roll, 30 are under eight and 33 are over eight years of age. Children can attend for flexible sessions.

Six members of staff work at the club, three hold recognised childcare qualifications and two are working towards achieving qualified status.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is inadequate.

When children enter the setting after school they are familiar with the hand washing routine before eating their tea. Disposable paper hand towels are provided in the toilet areas, but girls have bar soap provided and boys have access to liquid soap. This means that not all children have access to appropriate items that support their understanding of good hygiene practice in order to prevent the spread of infection. There is a written medication procedure in place. However, this does not clearly confirm that parents must provide prior written permission before medication is administered. A medication log is in place but does not currently contain any entries. The setting has failed to establish a policy about the exclusion of children who are ill or infectious, which includes arrangements to make if a child becomes ill whilst in the provision. This means that the management of children who are ill or require medicine to be given is weak, placing them at risk.

Mostly during the better weather children are taken out to play. They have access to the schools playground and playing field. They use resources, such as balls, hoops, skipping ropes and a rounders set. They also have access to equipment that forms an assault course for children to experience physical challenges. Therefore, children are engaged in some activities that support a healthy lifestyle.

Children attending the breakfast club are provided with a drink and a biscuit. Whilst attending the after school club they are offered a selection of sandwiches and a biscuit. Although children may make choices, the fillings are not sufficiently nutritious. For example, at the time of the inspection, chocolate spread and processed, packet chicken was part of the selection. For some children the quantity is inadequate because they are restricted to how many sandwiches and biscuits they may have. Drinks are served with meals but children have to make a request if they wish a drink during the session. They cannot independently access extra fluids as they wish. The menu is extremely limited and does not include foods which help children to develop healthy eating habits or those that support their good health, for instance, fresh fruit and vegetables. Sandwiches are stored inappropriately, for example sweet, savoury, dairy and meat products are all stored in one container. Therefore, food and drink provided do not sufficiently meet the needs of children, particularly enabling their good health, forming positive eating habits and supporting their well-being.

Protecting children from harm or neglect and helping them stay safe

The provision is inadequate.

Since September 2006 the club has been operating from a new and refurbished room within the school. This is appreciated by the children, as one child confirmed he liked his new club. As the group size exceeds 26 children, a mobile screen is used to divide the large room into two smaller areas. Some attention is paid to creating defined play spaces within the club. For

example, there is a role play area, a book corner, and an area where larger pieces of equipment are placed, such as the pool table. However, provision is not made for children who wish to relax or play quietly without disturbance, equipped with appropriate furniture. The kitchen area has not been made inaccessible, although currently presents a low risk to children.

The resources are suitably stored in boxes, cupboards or drawers. Children may make choices by first making a request to an adult and then finding their chosen toy or game around the setting. Some areas are cluttered by ineffective organisation of resources. There are some resources for children to use outdoors, but the range is not extensive.

The safety of children is poor. The risk assessment procedure of the setting has not been reviewed as part of the transition into the new premises. A clearly defined procedure for the emergency evacuation of the club has not been established nor arrangements shared with children to ensure they know what to do if the procedure differs from that practised at the school. An automatic entrance door to the exterior of the setting closes extremely slowly, providing a source of unsupervised exit for a child or group of children, or unauthorised entry by unknown persons. A nearby busy road is accessible to children as the perimeter gate is left open. Therefore, this places children at severe risk from harm by not being kept safe and secure by an ineffective system for managing access to the premises.

On occasions children are taken away from the setting on outings. For example, during the recent half term break, children attending the holiday club visited Hull town centre where they went to a fast food restaurant and visited the Maritime Museum. However, operational procedures for the safe conduct of any outings have not been established. On the school site, children under eight years of age are collected by staff from the playground and escorted to the club. Attendance is recorded and parents sign children out from the setting as they are collected. There is a log book in place to record details of children's accidents, although not all are signed by parents to confirm they have been informed of the relevant details.

The setting has a written child protection policy that includes the procedure to follow if an allegation was made against a staff member or volunteer. Supportive written guidance is also in place, although details are not up to date in line with information from the Local Safeguarding Children Board (LSCB).

Helping children achieve well and enjoy what they do

The provision is satisfactory.

There is a varied range of toys and equipment for children to choose from. This includes, role play equipment, books, art and craft materials, games, puzzles and construction resources. Children play well together, although on occasions the equipment is dominated by the older children, particularly those aged over eight. A child was able to discuss his favourite game but said he cannot always play with it because the older children have it. Children are able to make choices and decisions about what they would like to play with and can make requests and locate items themselves from cupboards, boxes and drawers around the setting.

There is a planning process in place to ensure that children receive an interesting range of activities. This has a thematic approach and includes celebrations of familiar, traditional and

cultural events. For example, the children recently were involved in creating bonfire night pictures, they are currently preparing for Christmas displays and have celebrated Chinese New Year. The staff team introduce new ideas especially when raising children's awareness of cultural differences, such as planning food tasting activities. However, plans are not effectively shared with parents to inform them of the activities on offer for their children, or to exchange information about proposed itinerary of events during holiday club periods.

Helping children make a positive contribution

The provision is satisfactory.

Anti-discriminatory practice is promoted through the full inclusion of all children. For example, the setting supports children's equal access to the range of toys, equipment and activities. However, there are some occasions when younger children do not always use resources of their choice because the equipment is dominated by the older children. The adults work well together as a team, although some feel support from the management of the club is weak. They develop secure relationships with children and manage their behaviour through positive reinforcement. However, noise levels are consistently high which promotes an atmosphere of chaos. One six-year-old confirmed that he thought it was very noisy and that it was the 'juniors' making all the noise.

An exchange of information takes place with parents in a number of ways. For instance, verbally, through letters and displayed notices and access to the setting's range of written policies and procedures. There is not yet basic written information about the club available. The setting has a written complaints procedure, although this is not in line with new requirements. A complaints log has not yet been established to be made available to parents on request. A notice board provides parents with additional information, although at the time of the inspection the registration certificate was out of date.

Organisation

The organisation is inadequate.

The organisation of the club is poor. The management of tea time means that some children have to sit for long periods of time. They become bored and frustrated increasing the noise levels. On occasions, the care provided for children over eight negatively impacts on the care provided for those under eight. For instance, children have to wait for toys or to participate in an activity, for example at the pool table. Staff have tried various ideas to operate a fair system to improve children's access to equipment, but are not always successful.

The range of documentation is poorly organised. Some documents are more up to date than others. For example, those contained in the folder for parents were reviewed in 2005, whilst those in the operational file are much older. The registration certificate for the new premises, which indicates an increase to registered numbers was not available, although a visit was made by an inspector in June 2006. Staff are not confident regarding maximum numbers of children the club is registered for. The supervisor who is responsible for the day to day operation of the club does not currently hold a Level 3 qualification.

The range of required policies and procedures are not consistently applied nor fully in place. For example, the setting has established a child protection procedure and guidance to follow if a child goes missing or is uncollected. This supports the safety of children. However, an outings policy and robust recruitment and induction procedure for prospective and new staff, to ensure their suitability to work with children, have not been devised. The lack of nutritious food, with emphasis on healthy eating, the failure to ensure emergency evacuation procedures are established and poor management of the door entry system severely compromise the health, safety and well-being of children. The lack of some required documentation and the attention to ensure the person in charge holds a Level 3 qualification places children at risk. Overall, the provision does not meet the needs of the range of the children for whom it provides.

Improvements since the last inspection

Not applicable.

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 complaint 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, the registered person **must** take the following actions:

- provide a range of nutritious food and drink for children that includes healthy options and ensure adequate quantities are available giving consideration to appropriate storage arrangements
- take positive steps to promote safety within the setting and on outings. Ensure the system for managing access to the premises is effective and children cannot leave unsupervised
- establish clearly defined procedures, to be shared with children, for the emergency evacuation of the out of school club
- establish a log to record complaints relating to the National Standards and any action taken

- develop and implement an action plan that sets out how supervisors will achieve a Level 3 qualification
- ensure there are robust recruitment and induction procedures in place for checking that staff are suitable to work with children.

These actions are set out in a *notice of action to improve* and must be completed by the date specified in the notice.

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