



Twigs After School Klub

Inspection report for early years provision

Unique Reference Number	116234
Inspection date	23 November 2006
Inspector	Daphne Prescott
Setting Address	Turnpike Way, Isleworth, Middlesex, TW7 5BF
Telephone number	07986 808 714
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Registered person	Twigs After School Klub
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?

Twigs After School Klub is run by parent management committee. It opened in 2000 and operates from the school hall in Smallberry Green primary School in Isleworth in the London borough of Hounslow.

A maximum of 24 children may attend the after school club at any one time. Children from the age of four to 12 years of age attend the club. The after school club is open each weekday from 15:15 to 18:00, term time. All children share access to a secure enclosed outdoor play area.

There are currently 13 children aged four to under eight years on roll. Children attend from Smallberry Green School and Marlborough School.

The after school club employs three staff, two of the staff, including the manager hold appropriate early years qualifications, one member of staff is working towards a qualification.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is satisfactory.

Children's health is promoted as the premises are maintained to a satisfactory standard of cleanliness. They learn the importance of good personal hygiene through daily routines and staff making gentle reminders at appropriate times. For example, children are reminded to wash their hands before they have their snack. Policies and procedures are in place for first aid and accidents, thereby helping to ensure children are well looked after. Systems are in place to record children's accidents. However, not all the required details are recorded and not all parents have been asked to sign that they have been informed of the accident for their child's welfare. Staff hold valid first aid certificates to ensure that children are treated appropriately in an emergency.

Children benefit from nutritious snacks. For example, children enjoy spaghetti hoops, toast and a selection of fresh fruit at snack time. Staff are aware of children's dietary needs and food preferences because these are discussed with parents. As a result, children's individual dietary and cultural needs are taken into account. A menu is on display to inform children or parents what snacks will be served. At snack time children eat in a happy and relaxed social atmosphere. Children are developing good social skills as staff encourage the children to chat with their friends. They have a great time as they talk about a wide range of interesting topics.

Children are developing a positive attitude to exercise which is enjoyed on a daily basis. They have great fun playing a variety of games. This gives them sufficient opportunities to practise developing their physical skills.

Protecting children from harm or neglect and helping them stay safe

The provision is inadequate.

Children's welfare is not safeguarded, as there is not enough evidence that all of the staff have the required checks in place and that they are suitable to work with children. This is a breach of regulation and places children at risk. Staff have a satisfactory understanding of child protection issues and awareness of procedures to follow if they have concerns about a child, which helps towards protecting children in their care.

Children are happy in the setting: they enter with great confidence and make themselves at home. They show a strong sense of belonging as they greet each other and the staff with warmth and affection. The hall is bright and welcoming for children, it is arranged to allow children to pursue their activities in which they feel at ease. They have access to a satisfactory range of quality toys and equipment appropriate for their age and development.

Children are generally kept safe as children remain in the hall area during the session, only leaving to use the adjacent toilet. However, there are no security measures in place to prevent children leaving the premises unsupervised and this comprises children's safety. Staff follow procedures for escorting children from the local school. However, a written risk assessment on escorting children is not in place which would help towards maintaining children's safety further.

Children learn about keeping themselves safe as they are aware of how to leave the building in an emergency because they have practised evacuating the building with the staff regularly.

Helping children achieve well and enjoy what they do

The provision is satisfactory.

Children are self-assured and content in the busy welcoming environment. They enjoy a satisfactory range of free play, arts and crafts activities, and indoor physical play. Children have opportunities to explore a range of play equipment independently and engage in organised activities. Children are able to relax in the club and choose either quiet games, or vigorous play depending on their individual needs and interests. For example, children have access to a variety of creative materials, drawing, playing games, and construction or reading books.

Children are happy as the staff interact well with them; they laugh, join in games and have fun with them as well as giving support when needed. For example, staff sit with the children helping them to develop their creative skills as they take part in a sticking activity making decorations for Christmas. They have great fun in group activities, as they play a variety of games, they share and take turns very well.

Children are very good in tidying up when instructed by staff, they listen with respect and are able to follow instructions. Children are very confident and are very keen to know what is going on. They openly ask questions and staff respond with great interest. They concentrate well on their activities and gain a great sense of achievement with their end products. For example, they made a solar system of the different planets out of craft materials. Children's achievements are valued as their art work is displayed on the walls.

Helping children make a positive contribution

The provision is satisfactory.

The setting is welcoming and children attend from a variety of ethnic backgrounds. Children learn about the world in which we live through activities, such as acknowledging different cultures and festivals. They also have access to an adequate range of resources that enable them to develop a positive view of diversity within society. Children with learning difficulties or disabilities are welcome to the play provision. Children are encouraged to participate in all the activities provided. This ensures that children have equal opportunities to extend their enjoyment.

The atmosphere at the after school club is generally calm as mostly children are engaged in activities. Children are generally well behaved; they understand the boundaries set and know what is expected of them. Children's inappropriate behaviour is addressed as staff talk to the children about making good and bad choices explaining why their behaviour is not acceptable.

Parents are greeted warmly by staff, and have the opportunity to share any relevant information with them to ensure the needs of the child are met. Information about each child is gained through staff completing a form with parents. This helps to ensure that children receive continuity of care. Parents and children gave positive feedback when questioned by the

inspector. For example, they are very happy with the care and attention their children receive. Children enjoy coming here and playing with their friends.

Organisation

The organisation is inadequate.

Children feel comfortable and at ease at the setting. The hall is arranged to ensure that the toys and resources are easily accessible to help children choose for themselves. As a result, children are very independent and are confident in asking staff for any other activities from the store cupboard.

There have been several changes to the committee members and managers since the last inspection. Appropriate notification and the required documentation have not been forwarded to Ofsted with regard to informing Ofsted of the changes of committee members and managers of the Twigs After School Klub. This is a breach of regulation and places children at risk. No committee and individual staff records are available for inspection, including evidence of relevant checks being carried out for all staff. This means that children may be in the care of unsuitable persons and is a breach of regulations. There is no staff daily attendance register therefore there is not an accurate record of staff who have had contact with the children. This is a breach of regulation and places children at risk.

Most of the required documentation is in place. For example, policies and procedures are put into practice to help ensure that the children are well cared for. However, there are no recruitment and vetting procedures in place that make sure that those who work with children are suitable to be in regular contact with children. There are no induction procedures for staff. Children's hours of attendance are not always recorded in the daily attendance register, this comprises children's safety. The setting does not meet the needs of the range of children for whom it provides.

Improvements since the last inspection

At the last inspection the provider agreed to pursue the vetting of staff with the appropriate agency; inform Ofsted of changes in staff and committee; provide an action plan which shows when the person in charge will complete a level 3 childcare qualification and 50% of staff complete a level 2 childcare qualification; ensure that staff and committee members' records are available at inspection; ensure that low level electrical sockets are safe; ensure that procedures for induction are available and ensure the complaints procedure includes contact details of the regulator.

The manager has a suitable level three qualification and 50% of staff hold a level two qualification. The provider has ensured that low level electrical sockets are safe for children's safety. The manager has included in the complaints procedure contact details of the regulator, which helps towards safeguarding children.

There is limited evidence that all staff are suitable to work with children. Ofsted has not been informed of changes in managers and committee members. There are no individual staff and

committee members records in place. There are no staff induction procedures in place. These all still need to be addressed for the safety and welfare of the children.

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.

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 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:

- ensure that there are effective procedures in place for checking that staff are suitable to work with children and evidence is available for inspection
- maintain a record of staff daily attendance, showing hours of attendance
- improve knowledge and understanding of the requirements set out in regulations and set in place a procedure to notify Ofsted of relevant matters such as changes in committee members and managers
- ensure that accessible individual records are kept on the premises containing the name and address of the staff members and committee members and information about recruitment and training

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