



The Lighthouse Club @ St James the Great

Inspection report for early years provision

Unique Reference Number	107583
Inspection date	12 March 2007
Inspector	Denys Rasmussen
Setting Address	St James the Great School, Peckham Road, London, SE15 5LP
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Registered person	Lighthouse Children's Foundation
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?

The Lighthouse Club @ St James the Great is one of three clubs privately owned by the Lighthouse Children's Foundation. It opened in 1998 and operates from the St James the Great Primary School, located in London SE15. A maximum of 40 children may attend the club at any one time. Currently there are 19 children from five to 12 years on roll. They serve the children of St James the Great and provide a collection service from St Francis school.

The club is open each weekday from 15:30 to 18:15 during term time. All children share access to a secure enclosed outdoor play area. The club supports children with learning difficulties and disabilities. The club employs three members of staff. Of these, two hold an appropriate early years qualification.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is satisfactory.

Children are cared for in a satisfactorily clean environment. They take responsibility for their personal hygiene and the use of liquid soap and roller towel help to prevent cross contamination. The staff understand the procedures to follow if a child needs medication. Prior parental consent is sought and any medication administered to children is recorded. The provider ensures there is always a member of staff trained in first aid on the premises at all times and that prior consent is sought from parents or carers to seek emergency medical assistance or advice. This ensures that accidents are dealt with appropriately. Accidents are recorded well, however, parents do not consistently sign to acknowledge the entry and there is more than one child's accident recorded on the same page compromising confidentiality. The club's sick child policy is effective in reducing the risk of the spread of infection. Children are offered a light snack and drink which is generally healthy, such as sandwiches and fruit. They enjoy this time of the day eating and talking to their friends.

Protecting children from harm or neglect and helping them stay safe

The provision is inadequate.

Children's welfare and safety are compromised as staff's knowledge and understanding of child protection procedures are lacking. This is further compounded by staff not being able to locate the club's child protection procedures. Children are cared for in a generally comfortable environment which has the appropriate facilities available to meet their needs. The premises are well monitored to protect children through the use of CCTV. Equipment and resources available to children are age appropriate and in a satisfactory condition ensuring they play safely. There is a written risk assessment, and measures have been put in place to restrict children's access to the kitchen area. However, on the day of inspection some electrical sockets were uncovered. This means daily risk assessments are not always sufficiently thorough. Electrical appliances have been checked by a qualified electrician and fire safety precautions are satisfactory.

Helping children achieve well and enjoy what they do

The provision is satisfactory.

Children are secure and confident. They are happy to talk to unknown adults and ask them what they are doing. They enjoy attending the club and when asked, commented that they like to play with their friends and play football. Activities are planned on a termly basis and give children the opportunity to join in with table top games, outdoor sports, craft activities, cooking activities and malleable materials, such as clay modelling. Outdoor play is popular and the children enjoy playing team games with their friends and staff. The weekly plan allows for children to be supported with their homework and children's interests are taken into account when planning activities. The children get on well with each other and are happy and relaxed playing with their friends.

Helping children make a positive contribution

The provision is inadequate.

Children are helped to respect each other and value their differences through discussion at circle time. Children celebrate Christian festivals and other festivals are acknowledged through discussion. Some play resources reflect diversity, however, this is limited. Children with learning difficulties and/or disabilities are welcomed at the club. All the children enjoyed the activities on offer. Children are happy and interact positively with each other. However, the manager's knowledge and understanding of the club's procedures to support children with learning difficulties and or disabilities are lacking. This is further compounded by staff not being able to locate any documentation relating to this. Children behave well overall and show respect for one another. They are happy to share equipment and play games that involve turn taking. Children work well together. They know what is expected of them because they discuss and help to decide the club behaviour rules. Good behaviour is reinforced through discussion at circle time, such as when children are asked how they like to be treated. Parents are well informed about the service provided through a brochure that also gives some reference to relevant policies and procedures and sets out the code of conduct for parents and staff. The complaints procedure in the brochure although clear, does not fully reflect current legislation, therefore parents do not have access to full information. Parents are kept informed about their children verbally when they come to collect them. Parents are positively encouraged to become involved in the club by becoming a member of the management committee or to become a trustee.

Organisation

The organisation is inadequate.

Ofsted were not notified of a change of manager, this is a breach of regulation and means the person-in-charge has not completed all appropriate checks. Although most written policies and procedures are in place, they are not all available at the club, which means staff have nothing to refer to when they are unsure of the procedures. However, when questioned, the manager had a satisfactory understanding of procedures to follow in the event of a missing child. The environment is organised and welcoming to parents and children, it is clean and suitable for its purpose. Space, staff and resources are organised to create an accessible environment where the children are busy and occupied throughout the session. The children are well supervised as the ratio of children to adults is above the minimum standards. Documentation in relation to children's details clearly state children's needs and all the required information is recorded. Parents are well informed about the service provided and discuss their child verbally on a daily basis. More than half the staff have appropriate qualifications and the manager has a level 3 qualification. However, there are ineffective systems in place to ensure that senior staff are aware of their responsibilities and have access to relevant documentation. The manager was not aware of the status of one of the staff's checks which means children are not fully protected. The setting does not meet the needs of the range of children for whom it provides.

Improvements since the last inspection

At the previous inspection the provision was judged to be inadequate and actions to improve were given. The provision had to: develop existing procedures for checking that the staff are suitably qualified and experienced to work with the children; ensure staff trained in first aid are on duty at all times; improve risk assessment to minimise risks to children and ensure that all records relating to the day care activities are readily accessible and available for inspection at all times. The staff are suitably qualified and now more than half the staff are qualified. The person in charge has a level 3 qualification which meets requirements. The person in charge has a qualification in first aid and when she is absent the provider ensures that staff covering are also qualified in first aid, this now meets the requirement of at least one member of staff with a current first aid certificate on the premises at any one time. Risk assessments have been completed and some measures have been put in place, however, the day to day risk assessment is still not sufficiently thorough. Most records relating to day care activities are readily accessible and are available for inspection, however, some important documentation was not available at the inspection or to staff. This compromises children's safety.

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:

- improve knowledge and understanding of the requirements set out in regulations and set in place a procedure to notify Ofsted of relevant matters, specifically change of manager.
- ensure that staff have direct access to relevant documentation and that the person-in-charge understands the procedures to follow to fully support the health and welfare of the children.
- improve the written statement for parents that provides details of the procedure to be followed if they have a complaint, by ensuring it reflects current legislation.

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