



## West End Out of School Club

Inspection report for early years provision

<b>Unique Reference Number</b>	301891
<b>Inspection date</b>	13 February 2007
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<b>Registered person</b>	Trustees of the Trinity Youth Association
<b>Type of inspection</b>	Childcare
<b>Type of care</b>	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?

West End Out of School Club is one of four out of school clubs run by the charity, Trinity Youth Association. It opened in 1997 and operates from a permanent wooden building in the grounds of West End First School, Bedlington, Northumberland.

The out of school club is open Monday to Friday, from 07:45 to 09:00 and from 15:00 to 18:00, during term time and from 08:00 to 18:00 during holidays.

There are currently 68 children on roll. The group supports children with learning difficulties and/or disabilities. Children attending come from the first school, in which the group is based and nearby Meadowdale Middle School in the term time and other surrounding areas in the holidays. There are three members of staff caring for the children, two of whom have a relevant childcare qualification. The group also have a team of supply staff, employed by the organisation, who can provide emergency cover.

## **THE EFFECTIVENESS OF THE PROVISION**

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

The provision is satisfactory.

Children benefit from a wide range of healthy, nutritious foods. A planned menu ensures that the group provide variety for the children's diet. Children choose what they want to eat as they line up at the kitchen. They decide what they want to have from a selection of cheese, ham, bread, tomatoes, chopped fruit and cucumber.

Children's independence is encouraged in some areas as they help themselves to water from the dispenser, however, independence at snack time is not sufficiently encouraged as staff mainly serve the children. Children begin to gain an understanding of healthy food and what these do from their bodies as staff talk to them about getting 'big muscles' from eating certain foods.

Children's dietary needs are successfully met due to staff collecting good information from parents and staff effectively deploying themselves at key times. Permanent staff members prepare food so that they can ensure they meet all of the children's dietary requirements, which contributes to children's welfare. Individual needs regarding children's health are successfully met due to the manager working consistently with professionals and parents. The manager takes her responsibilities in meeting the needs of children with great enthusiasm as she collects clear, relevant information from parents if children require medication.

A quiet and comfortable area ensures that children can meet their own care needs as they lie down and rest if they are tired or want to play quietly, however, this is rarely used by the children as they are so interested and engrossed in other activities that the staff provide.

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

The provision is good.

Children are cared for in an environment where staff place high emphasis on safety and ensuring children are free from harm. Detailed daily risk assessments are consistently carried out by staff and they show a good awareness of the importance of these, for example, due to other groups using the building at different times. A clear procedure for admitting people to the premises maintains children's safety effectively as staff answer the door and challenge people that are not authorised to collect children on specific days. Training on fire safety is welcomed by staff and they use their knowledge well to ensure that extra steps are taken to keep children safe.

Children know the rules about safety in the group. They are aware that they shouldn't run around and to sit on chairs properly as staff remind them about what may happen to them. Posters encouraging children to 'keep yourself safe' are displayed as a reminder to them.

Children are excited and engrossed in the toys and equipment on offer. They move around the areas easily selecting what they want to do from a range of good equipment that interests them. Children keenly occupy themselves in the group and concentrate for long periods as staff consult children about what they want to do. They ensure that the activities and equipment

they provide helps the children's development. Children make cards, folders and name badges, most of these from using their own ideas about what they want to do. Staff facilitate this well as they listen to children's requests for more paper and help them to stick their name badges to their jumper.

Children's welfare is safeguarded by staff as they all complete training in child protection. They update this knowledge on a regular basis to ensure they are line with current guidance and practice. Staff show a good awareness of signs and symptoms to look out for and the manager has a clear understanding of her responsibilities and the procedures that relate to this area.

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

The provision is good.

Children benefit from a wide range of activities due to staff having clear written plans. Children have opportunities to celebrate special days, such as Valentine's Day as they make cards and flowers from coloured card. Staff focus on the children's interests as they provide a range of equipment and activities but essentially allow the children free choice to focus on what they want to do. Children enjoy coming to the group and are pleased with the range of activities on offer to them.

Some children are confident communicators. They enjoy talking to visitors and asking questions. Children are settled and happy in the group, they have developed good relationships with other children and lots of children play nicely together.

Children enjoy good relationships with staff. Staff are keen to listen to the children's views and ideas which helps to make them feel valued. Staff actively become involved in the children's play as they play board games together and sit around the craft table to talk to each other. Children confidently use their own ideas in their play. Some children talk about what they are doing and help each other as they make name badges, for example, they pass each other pens and paper across the table. Children approach staff with ease for support due to the warm and friendly relationships they have with them.

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

The provision is satisfactory.

Children learn about diversity through planned activities that are set out, for example, they colour in pictures of Chinese dragons around Chinese New Year, however, there are little resources in their everyday play to reflect differences. A comfortable and secure environment has been established by the staff to ensure that all children feel valued. For example, some girls and boys play with cars, dolls and prams in the group showing that staff place emphasis on encouraging equal opportunities successfully.

Children's individual needs are supported throughout the provision. One to one workers are employed to work with children with learning difficulties and/or disabilities in the holidays and the staff's understanding of each of the children ensure they meet their needs well. The manager places importance on collecting and reviewing information about the children's individual needs because of this, she helps to ensure that all children are valued and respected.

Behaviour is good. Children behave well in the group as they take turns at board games and share toys readily. Children's input into rules of the group helps them to take ownership of these. Children know what is expected of them due to staff's consistent expectations, for example, children all clear their chairs away after snack time and are encouraged by staff to say 'please' and 'thank you'.

Partnerships with parents are friendly. Parents are provided with clear information before their children start to attend which includes information about the settings policies and procedures, other information is clearly displayed in the group. Parents feel comfortable in the group as they sit and wait for their children to finish activities they are involved in. Effective information is collected from parents to maintain the children's safety, for example, a password system is used to collect children from the group.

### **Organisation**

The organisation is good.

The manager of the group is dedicated and enthusiastic in her role. She shows a clear understanding of her role and responsibilities which provides a good role model for the rest of the staff team. Staff work effectively together as a team. They deploy themselves well in the setting to support children's play, such as listening to children playing their guitars, playing games with the children and helping them with craft activities.

Children are settled and secure in the group. This is due to the staff team taking time to get to know the children and involving them in making decisions about what they want to do while they attend. Staff make good use of their time, space and resources.

Comprehensive policies and procedures are in place which staff are aware of due to effective induction procedures and them shadowing experienced staff when they first start. Staff complete further training which is regularly updated and contributes towards benefiting the care of the children. A thorough recruitment procedure ensures that children are cared for by suitable, experienced staff which further contributes to their welfare.

Paperwork is well organised, up to date and maintained in a confidential manner.

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

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

At the previous inspection the group agreed to ensure good hygiene practices are in place regarding hand washing and ensure all policies are specifically tailored for the group and are in line with the National Standards.

During the inspection the staff team encouraged children to wash their hands at appropriate times, such as before snacks. This further contributes to the children's health and welfare.

Policies relating to the group cover the service of Trinity Youth Association as a whole. Whilst copies of the policies in the group relate to all aspects of Trinity Youth Association, from out of school care through to the youth provision, the manager shows a clear understanding of

how she will successfully induct new staff. She makes them aware of the relevant procedures and policies, relating to out of school care. This was shown to be effective due to the staff's understanding overall, of their roles and responsibilities.

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

Since 1 April 2004 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 good. 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):

- promote children's independence at snack times
- provide opportunities to enable children to learn about diversity.

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](http://www.ofsted.gov.uk)