

Captain Cook Out of School Club

Inspection report for early years provision

Unique Reference Number	508541
Inspection date	05 June 2007
Inspector	Sandra Davies

Setting Address	Captain Cook Primary School, Stokesley Road, Marton-in-Cleveland, Middlesbrough, Cleveland, TS7 8DU
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Registered person	Voluntary Management Committee
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?

Captain Cook Out of School Club registered in April 2000 and is managed by a voluntary management committee. It operates from the junior school hall and associated rooms within the school building. There is an enclosed outdoor play area. The school is situated in an established residential area on the outskirts of Middlesbrough.

A maximum of 40 children may attend at any one time. Children from four to 11 years may attend. The setting is open from 15.00 to 18.00, Monday to Friday, term time only. Care is offered to children attending the school. There are currently 32 children on roll.

The provision employs three members of staff to work directly with the children. Of these, all hold appropriate early years qualifications. There are also volunteers.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is satisfactory.

Staff have an understanding of health and hygiene procedures to maintain the good health of the children. There are satisfactory systems in place for addressing children's health needs, for example, a sick children policy and written permission to seek emergency medical advice or treatment. However, at the time of inspection the medication and accident record were not available. A first aid box is kept to hand. There is not always a member of staff with an up to date paediatric first aid certificate on duty. Staff rely on one of two teaching member of staff being available.

Children are offered toast or bread and jam for their snack. Juice and beakers are to hand. However, fresh drinking water is not readily available. These procedures do not fully promote the well-being of the children.

Staff work with parents to ensure that individual needs are catered for. Specific requirements are discussed with parents and recorded on the child's individual form. However, these forms are not always readily available.

Children enjoy a satisfactory range of physical activities that contribute to their good health. There are opportunities for outdoor play and fresh air, weather permitting. There is a range of outdoor equipment available including footballs, netballs, skipping ropes and tennis equipment. Children are able to rest and relax according to their needs.

Protecting children from harm or neglect and helping them stay safe

The provision is satisfactory.

Children are cared for in a warm, cheerful environment which contributes to their well-being. The children are able to play freely as most safety points are in place. However, staff are unaware of risk assessments and electric sockets are unprotected.

Children choose from a satisfactory range of play equipment which meets their development needs. Toys and resources are readily available so that children can make choices and develop their independence. Staff ensure that all items remain safe and suitable for use with regular checking routines. Space is well organised and children are able to move around freely.

The front entrance to the premises is secure. There is an intercom and the door can only be opened by pushing a button from the inside. However, at the time of inspection a fire door at the rear, accessible to the children, was open. There is an enclosed outdoor play area and children are supervised. Fire drills are carried out on a regular basis. However, a fire drill record is not available. There are suitable policies and procedures in place, for example, a lost children's policy and a written record of who can collect the child. Staff have a basic understanding of child protection and procedures should they have any concerns. This does not fully promote the safety of the children.

Helping children achieve well and enjoy what they do

The provision is satisfactory.

Children are happy, relaxed and settled. They have a good relationship with staff who interact well with them. Children develop confidence and self-esteem through praise and encouragement given by staff. Social skills are developed well as children join in games and activities with their peers.

At the time of inspection there was no activity planning available. Staff stated that they put out a range of activities and there is always a craft activity available. There is a satisfactory range of resources to choose from and children are able to play with the easily accessible equipment. Children are able to make choices between activities, for example, they play table tennis and jumbo snakes and ladders, play in the play shop, read books, bake, watch television and participate in painting.

Helping children make a positive contribution

The provision is satisfactory.

Equal opportunities is promoted satisfactorily in the setting as all children are included and involved and their individual needs are met. However, activities and resources to reflect diversity are limited. Staff are proactive in accommodating children with specific needs and work with parents.

Children learn to respond to appropriate expectations for their behaviour and to work harmoniously with others, sharing and taking turns, for example, when playing games. Staff and children enjoy good relationships and children are well behaved. Good behaviour is encouraged and praise given. Parents are able to access the behaviour management policy in the prospectus.

Staff work with parents to meet the needs of children satisfactorily. There is a prospectus given to new parents which includes information on policies and procedures and the complaints system. However, this does not include the address and telephone number of the regulator. Parents are made to feel welcome and are able to talk to staff about their child when collecting them. A good relationship is evident. This has a positive impact on children's well-being.

Organisation

The organisation is inadequate.

Recruitment, selection, vetting and induction procedures are not available for inspection and it is unclear who takes on this responsibility. Staff records and evidence of qualifications are not available. Ofsted has not been informed that the manager has left and no replacement has been appointed. This is a breach of regulation. Therefore, there is insufficient evidence to show that children are well protected and cared for by suitable staff.

Required ratios are met and staff are deployed effectively. Space is well organised and laid out to maximise and encourage independence.

Policies and procedures required for the efficient and safe management of the provision, and to promote the welfare and care of children, are in place. However, staff have little knowledge and understanding of the policies and procedures. The register does not show volunteers and

staff records were not available for inspection. The registration certificate was not clearly displayed. Therefore, children's welfare is not fully promoted.

Overall, the provision does not meet the needs of the range of the children for whom it provides.

Improvements since the last inspection

At the last inspection the provider was set an action to ensure that there are effective procedures in place for checking that staff are suitably vetted, qualified and experienced to work with children and that Ofsted is informed of relevant changes. This has not been addressed.

A recommendation was made to ensure there is a system in place for registering children and staff. This is in place; however it does not show volunteers. There is a complaints procedure available to parents, however the provider was asked to ensure this contained the address and telephone number of the regulator. This has not been addressed. The provider was asked to ensure there is at least one member of staff with first aid on the premises and that the accident book contains details of any first aid administered with signatures to acknowledge the entry. At times the setting is relying on a teaching member of staff to act as the qualified first aider. The accident book was not available for inspection. A recommendation to ensure there is an appropriate range of activities and resources to promote equality of opportunity has not been addressed. At the last inspection a recommendation was raised on the safety of children arriving by taxi. Children do not now arrive by taxi.

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 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:

- provide an action plan to demonstrate how you will have in place a robust procedure for recruitment, selection and vetting and an induction procedure which includes health and safety, child protection and the policies and procedures
- provide an action plan to have in place a named manager and consider a member of staff who is able to take charge in the absence of the manager

- ensure that accessible individual records are kept on the premises containing the name and address of the staff members, any volunteers and committee members and information about the recruitment, training and qualifications
- increase staff awareness of risk assessments and make sure the premises are safe and secure
- provide parents with a written complaints procedure which includes the address and telephone number of the regulator
- ensure all staff are aware of child protection issues and are able to implement the policies and procedures in the absence of the designated member of staff
- ensure that all records relating to day care activities are readily accessible and available for inspection at all times and that the registration certificate is clearly displayed
- improve knowledge and understanding of the requirements set out in regulations and set in place a procedure to notify Ofsted of relevant matters

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