

Cavendish Afterschool Care Scheme

Inspection report for early years provision

Unique Reference Number 116237

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Inspector Sylvia Dindar

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Registered person Cavendish Afterschool Scheme

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 Cavendish After School Club have been in operation for a number of years offering a care facility for 26 children aged between 4 - 12 years attending the Cavendish School. The numbers of children fluctuate as some children attend on a part time basis and at the demand of parents.

The care scheme is managed by a parents committee. A manager and assistant play leader forms the staff group, all of whom are experienced but do not currently hold a relevant qualification.

The setting has its own room, resources and equipment and operates from 3.15 pm - 5.30 pm every day during term time. Children are offered a range of resources and experiences, helping them to develop their social skills and work harmoniously with each other.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is inadequate.

The provider fails to collect sufficient information about children's health needs. For example, they do not have information about some children's dietary needs so some children are at risk

if they have allergies. However, the provider does offer a range of nutritious foods which includes fruit, cheese, humus and different types of breads such as pitta bread and wraps. Children are able to help themselves to drinks and are offered water or tooth kind juice. Parents have not been requested to give consent for emergency medical care which means children's health care needs are compromised. Staff do not have a relevant First Aid qualification so are unable to provide the appropriate first aid for children.

The premises are basically clean and children are learning good hygiene routines. They are encouraged to wash their hands before handling food, after toileting and after messy play. They are provided with warm water and soap and disposable towels limiting the spread of infection. Children take an active part in keeping the equipment and environment clean. They help clean down the tables and enjoy washing up the dishes in warm soapy water.

Children are able to access physical play daily. They play in the playground practise climbing and enjoy ball games and using the parachute. Children are therefore having opportunities to develop their muscles and build strong bones.

Protecting children from harm or neglect and helping them stay safe

The provision is inadequate.

Some children are at risk because the staff has insufficient information available to ensure that they can care for children. For example they do not have the name of some children's doctors or information on their health or, the contact number of some of their parents or carers.

Children and staff are able to describe the emergency evacuation procedure however; this has not been practised since January. Staff show good supervision of children and make visual checks daily to ensure that the environment is safe. For example, they keep all hazardous materials out of reach of children and the building is secure. However there is no formal risk assessment in place to ensure children's continuing safety. Children have access to toys that are suitable for age and stage of their development. Staff check the toys and equipment to ensure that they are safe.

Ofsted are unable to clarify whether staff are suitable as no staff records are available at inspection.

Helping children achieve well and enjoy what they do

The provision is satisfactory.

Children are relaxed and happy in the after school care scheme. They enjoy the activities on offer. They make decisions for themselves as they have easy access to an adequate range of toys and equipment suitable for their age and stage of development. Children are keen to take part in domestic activities such as helping to make the tea-time snack, setting the table and washing up. They are thanked for their good efforts so children feel appreciated and valued. Adults have loosely planned activities for children, for example, they ensure that children have the resources they need. Children help themselves to equipment and resources from the art trolley. They explore the comics and magazines and practise cutting and sticking as they make individual collages. Children enjoy music and dance and are developing control over their body as they play on the dance mat and try to copy the movements suggested on the video. Children are able to relax and read books on the soft seating provided. Staff take an interest in what children say and do and children respond to them with warmth. Most children are keen to take part in the picture of the week competition. Children work is valued as staff display it attractively.

Helping children make a positive contribution

The provision is inadequate.

Children's individual needs are not wholly catered for as the provider has not ensured that they have the appropriate information to care for all children.

Children behave well because they know what is expected of them. They are encouraged to take turns and share. Staff gently remind them of the rules, for example when climbing on the furniture they are reminded that it is not acceptable and why. A behaviour policy is in place and this includes an anti bullying statement.

Children are provided with some resources that inform them about diversity. For example, they are provided with books about other cultures and religions. So children have opportunities to discuss and talk about the differences, however there are no resources which reflect those with disabilities.

Most records are shared with parents however; the provider has not established parent's wishes should their child need emergency medical treatment or advice. This means mean that the procedures to care for children in an emergency are not effective.

Organisation

The organisation is inadequate.

The setting does not meet the needs of the range of children for whom it provides. Children's health is not safeguarded as insufficient attention has been given to ensuring staff have been trained in First Aid and because some documentation is not in place. A daily register records children's attendance however, staff do not keep this effectively as they do not record the times of arrival and individual children are not easily identified as full names are not recorded. However staff ensure that child to adult ratios are met.

The provider does not demonstrate a sound knowledge of the National Standards and has failed to provide evidence of the suitability of all staff as documentation is missing and not available for inspection. Ofsted were not able to evidence that the systems for vetting of staff are robust because there are insufficient staff records available for inspection. Staff fail to keep sufficient information on all children to ensure that their individual needs are met.

Improvements since the last inspection

At last inspection the provider was asked to improve documentation for child protection, behaviour management and to develop and implement procedures in regard to Special needs and lost and uncollected children. They have now updated the behaviour policy to provide procedures to deal with the issue of bullying. A staff disciplinary procedure has been incorporated into the child protection policy which safeguards children. However, they do not have a Special needs policy in place or a lost or uncollected child policy. They were required to provide play provision that reflects equal opportunities. Whilst the provider has added to the resources, for example, books that show children different cultures and religious festival. Children still do not have access to resources that reflect disabilities.

They were asked to secure parental consent for emergency medical care on all children, this has not been addressed. This means that the systems for caring for children in an emergency have not improved. Attendance records still do not meet with Ofsted requirements as they do

not show the times of arrivals of children or to clearly identify individual children. However staff do ask parents to sign their children out and record the time. A complaints policy shows Ofsted Early Years as the named regulator in the complaints system and a telephone number.

Finally they were required to improve the hygiene procedures, children now have access to warm water and are provided with paper towels. This minimises the risk of cross infection.

Complaints since the last inspection

Since last inspection Ofsted have received the following complaint;

On 9 January 2007, concerns were received regarding the suitability of members of staff and staff qualifications. Concerns were also received that adult:child ratio's were not being met, staff not being first aid trained and there being no structure or activities for the children. These concerns related to National Standard 1: Suitable Person, National Standard 2: Organisation, National Standard 3: Care, Learning and Play and National Standard 7: Health.

Ofsted carried out an unannounced visit on 25 January 2007 and found through discussion that two staff members had been dismissed as they were found to be unsuitable, that adult:child ratio's were maintained and that adequate staff were first aid trained. Ofsted also found there was a limited range of activities offered to children and the person in charge was currently in the process of developing an activity programme.

However, as a result of the visit the following actions were set:

- ensure that all records relating to day care activities are readily accessible, accurately maintained and available for inspection at all times
- ensure that registration systems reflect arrival and departure of children, staff and visitors
- provide an action plan detailing how it is intended to meet the qualification requirement for 50% of the staff group
- provide an action plan detailing how it is intended to meet the qualification requirement for the person in charge
- improve knowledge and understanding of the requirements set out in regulations and set in place a procedure to notify Ofsted of relevant matters regarding change of person in charge and committee members.

Ofsted received a response to the actions on 9 March 2007 and from the information provided, Ofsted was satisfied that the provider was now meeting the National Standards and the provider remained qualified for registration

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

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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:

- ensure that all records required by regulation are in place and available for Ofsted's inspection as set out in the National Standard. Ensuring they are kept efficiently and accurately and support the health, safety and well being of children
- conduct a risk assessment and produce an action plan with timescale identifying any actions to be taken
- improve knowledge and understanding of the requirements set out in regulations and set in place a procedures so that new and existing staff and committee members are aware of their roles and responsibilities in regard to the National Standards
- make sure enough staff are trained in first aid to ensure that at least one member of staff with a current first aid certificate is on the premises or on outings at any one time
- ensure fire evacuation procedure is regularly practised

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