

# St Stephens Out of School Club

Inspection report for early years provision

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<b>Unique Reference Number</b>	EY243063
<b>Inspection date</b>	22 April 2008
<b>Inspector</b>	Timothy Butcher
<b>Setting Address</b>	St Stephens Infant School, Lansdown Road, Kingswood, Bristol, BS15 1XD
<b>Telephone number</b>	07858 475276
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<b>Registered person</b>	St Stephens Out of School Club
<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 satisfactory. The registered person meets the National Standards for under 8s day care and childminding.

### WHAT SORT OF SETTING IS IT?

St. Stephens Out of School and Holiday Club opened in 2002. It operates from the main hall of St. Stephens Infants School, Kingswood, Bristol. The After School Club serves children who attend St. Stephens Infants and Junior Schools. There are currently 42 children aged from four to 11 years on roll, of these 12 children are under eight years. Children attend for a variety of sessions.

The After School Club opens five days a week during the school term only. Sessions are from 15.15 until 18.00 each day. The holiday club is not currently running. The Holiday Club opens five days a week during the school holidays from 08.00 until 18.00 each day when it is in operation. The Holiday Club serves children from the surrounding areas.

The setting supports a number of children with learning difficulties and/or disabilities. The setting employs three members of staff of these two hold appropriate early years qualifications.

## THE EFFECTIVENESS OF THE PROVISION

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

The provision is satisfactory.

Children have their dietary needs suitably met because the staff have a clear understanding of children's dietary requirements and preferences. Information is sought from parents as routine and this is suitably used and recorded. Menu information is displayed on the notice board. Children enjoy the choice of cereals, fresh fruit and vegetables on offer at snack time. They independently serve themselves cereals, however, staff cut fruit and vegetables for them and so an opportunity to further their independence is missed. Snack times are social times for children, however, they are asked to sit for too long waiting for others to arrive and for groups of children to go to wash their hands; even so children are very patient and well behaved.

There is a suitable procedure in place to record accidents and children are provided with adequate first aid. Although information is recorded and shared with parents upon collection of children, they are not always asked to sign that information has been shared with them. This has the potential to undermine the agreed and safe procedure, and to undermine the welfare of children. Permission for such things as emergency medical treatment or advice is consistently sought and recorded. Children are suitably protected from the possible spread of infection. Tables and other surfaces are kept clean. At least one member of staff holds a current paediatric first aid certificate but the qualifications of other staff have expired.

Children have regular opportunities to play outside, to get fresh air and to exercise. Children enjoy a sound range of physical activities that contribute to their good health and help them develop control and coordination of their bodies. Children have access to drinking water throughout the session when playing inside and are offered drinks upon their return from outside play.

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

The provision is satisfactory.

Children play in a suitably safe environment as an adequate risk assessment has been carried out. Risks of accidental injury to children have been minimised through the effective control measures that are in place. Visual safety checks of equipment and of the physical environment are carried out each session by staff. Fire drills are carried out regularly. Access to the area of the building used by the club is carefully monitored and a robust system of registration ensures children are accounted for. Staff supervise children closely, for example, when the group are outside they work cooperatively together to ensure they are placed strategically to safeguard children.

Children learn about keeping themselves and each other safe. Children are encouraged to use the climbing apparatus and to test their skills but with sensible precautions in mind. Children have a very good understanding of the action they would take should they need to evacuate the building. They proudly explain the rules about walking, not running when inside and about having regard for each other.

The child-centred school environment is made attractive and inviting to children. Examples of children's work are often displayed on the club notice board and wall. Children have a real sense of belonging and there is a warm and welcoming feel to the setting. Children have access to a varied range of resources appropriate to their ages, development and interests. An adequate

but not extensive number of resources are provided for children. They are able to express choice and toy items are brought out for them. At times some resources lack creativity or are not particularly creatively presented. As a result children have a sufficient range of simple activities that follow their interest but these are not necessarily inspiring to them. Children benefit from access to the good outdoor facilities of the school site such as the climbing and balancing apparatus.

Children have their welfare safeguarded because the staff have an adequate understanding of the signs and symptoms of potential abuse and take their responsibility to protect children seriously. They have a secure understanding of child protection in line with the Local Safeguarding Children's Board procedures. The child protection policy is now due for a further review.

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

The provision is satisfactory.

Children are enthusiastic about the provision. They comment positively, in particular, about the sports activities, the opportunities to role-play with dolls and the cooking activities. They comment less positively on the reading journey. Children have very suitable opportunities to express choice. They have a real say in the planning process of future activities as they are regularly canvassed about the activities that they want to be provided. A list is drawn up of their choices and these are planned into the next terms programme. Each session centres around one main activity taken from the programme.

At inspection children opt for sport. In general they play very cooperatively together. Children organise a game of football. They have fun, pass the ball, take turns and involve others as they practise skills and coordination. Children make adventurous but safe attempts to traverse the climbing frame and succeed in progressing along the balancing stumps. Staff are on hand to give support and to encourage skills. Other children have fun with hoops and the throwing and catching of balls.

Children enjoy warm and supportive interactions with the whole staff team. Children avidly seek out staff. A key worker system is in place and is being developed. Children sit in friendship groups for snacks with the key worker. Staff are interested in what children say and do, and spend time talking and listening to them. Children are offered some opportunity to talk to the whole group and share their news, views and ideas. At these times they listen very well to each other.

Documentary and other evidence show children enjoy a range of activities including role-play, story telling and cookery. Creative activities such as colouring and card making are also regular features. Outside of the main activity, particularly towards the end of the session activities tend to be more simple and less creatively presented. At these times activities tend to occupy children rather than to capture their interest or to fire their imaginations. Children are occupied throughout the session, are relaxed and enjoy their time at the club.

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

The provision is satisfactory.

Children benefit from the clear and consistent boundaries provided by the staff and develop positive self-esteem through the praise and encouragement given to them. Staff have high expectations of all children. Children are very well behaved and generally relate well to each

other. Children are responsive to staff who provide warm interactions and treat them with respect. Children are sensitively supported to resolve conflicts and have a clear understanding of the behaviour expected of them. They have a say in drawing up the club's rules and these are then displayed. The behaviour policy has yet to be fully updated to reflect current practice.

Children learn about the wider world through a few resources that reflect positive images of race and culture, such as imitation food from around the world that is used in role-play. Some planned activities successfully prompt children to consider the wider world such as through the activities in celebration of different festival days. Many resources have a universal appeal and are presented without a gender bias. The individual needs of children are met as staff have a positive attitude towards diversity and they ensure that no child feels excluded. Children are valued by a caring and committed staff team.

The club have established a close working relationship with the infants school and information is shared. This contributes to the continuity of care for children. There are suitable procedures in place to identify with parents how best to meet the care needs of all children. Children with learning difficulties or disabilities have their individual needs appropriately met.

Parents report positively on the friendliness and approachability of the staff and on the range of activities provided for children. They particularly appreciate the information about forthcoming activities provided through the newsletter. Parents are warmly welcomed by staff who set time aside for discussion with parents at the end of the session. A notice board and parents' information leaflet provide some useful information. However, some information is inconsistent with the policies and procedures in use. This has the potential to be confusing for parents and does not keep them fully informed. Information about the individual details of children is consistent and well recorded.

## **Organisation**

The organisation is satisfactory.

Indoor and outdoor space is used well to maximise play opportunities for children. Staff work hard to make it a child-friendly environment and the committed team work well together. The adult to child ratio is maintained at all times and children have sufficient support and supervision during activities.

All of the necessary documentation is in place. Although the documentation continues to support the general welfare and care of children, some of the information provided to parents and carers is out of date. There are weaknesses relating to the complaints procedure, behaviour policy and in the procedure for recording accidents. Most other policies and procedures have not been updated recently. All staff have been suitably vetted and arrangements for ensuring their on-going suitability are in place through an appraisal system but these are not linked strongly enough to other processes. The minimum requirement in regard to a suitably qualified first aider is met. Other staff no longer hold a valid qualification. The record of attendance is maintained as required and children are signed out by their parents when they collect them.

Time and resources are used reasonably effectively to offer children a suitable range of experiences and activities. However, children are asked to sit for too long at snack time and some activities towards the end of the session lack creativity. Overall, children are eager to attend, are relaxed and happy. They enjoy their time at the out of school club. The setting meets the needs of the range of children for whom it provides.

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

At the last inspection it was agreed that improvement would be made to the knowledge and understanding of committee members in regard to their roles and responsibilities. It was also agreed that the child protection procedure would be further developed to include the action to be taken should an allegation of abuse against a member of staff be made.

Since the last inspection the club has sought the help and advice of the local authority support worker. Each member of the committee was provided with an information pack outlining their role and responsibilities. As a result committee members are better informed when carrying out their roles and responsibilities. The child protection procedure has been suitably updated. As a result children are better protected as staff have a clearer awareness of their responsibilities and of the necessary action to take should there be a concern.

### **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 satisfactory. 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):

- ensure parents are asked to sign in acknowledgement that information about accidents has been shared on each occasion
- review the arrangements at the start of the session to ensure that children are suitably occupied and do not have to wait unnecessarily and evaluate the number and range of activities on offer towards the end of the session
- develop the complaints procedure further and share clear contact details of the regulator with parents and carers
- ensure all policies and procedures relating to the out of school club are up-to-date and ensure that the arrangements for checking staff's on-going suitability are more strongly linked to other processes such as the system of appraisal

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)