

# Sonning C of E Out of School Club

Inspection report for early years provision

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<b>Unique Reference Number</b>	159680
<b>Inspection date</b>	04 October 2007
<b>Inspector</b>	Margaret Davie
<b>Setting Address</b>	Sonning C of E Primary School, Liguge Way, Sonning-on-Thames, Reading, Berkshire, RG4 6XF
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<b>Registered person</b>	Sonning C of E 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?

Sonning C of E Out School Club was registered in 2001. It operates from the hall at Sonning Church of England Primary School in Sonning on Thames, Berkshire. A maximum of 24 children aged from four to under eight years may attend at any one time. Children between eight and 11 years also attend the club. The club is open each weekday from 15.15 to 18.00, term time only.

There are currently 41 children aged from four to under eight years on roll and 30 children aged from eight to 11 years. All children attend Sonning C of E Primary School.

The club employs five members of staff. Of these, four hold appropriate early years qualifications.

### THE EFFECTIVENESS OF THE PROVISION

#### Helping children to be healthy

The provision is satisfactory.

Children understand and follow good hygiene practices, such as washing their hands before eating. This helps them to form good habits and develop an increasing awareness of sound

personal care. Children are protected from the spread of infection because they use air dryers after washing their hands and staff are vigilant about keeping the setting clean. Children receive appropriate care in the case of a minor accident or illness because staff are suitably trained to give first aid. Procedures are in place regarding the administration of medication, whereby staff obtain written consent from parents to administer prescribed medication, however, staff do not record when they have administered medication to the children, which places children at risk.

Children enjoy a range of physical activities both in the hall and outdoors. These include use of the well appointed adventure playground and the large playing field for games and sports. Children are provided with a healthy snack when they arrive and have free access to drinking water whenever they are thirsty. Children sit at the large U-shaped table for their snack, which makes for a pleasant social occasion and promotes good relationships.

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

The provision is satisfactory.

Children play in a setting that is suitably secure and safe. Access to the school building is controlled, which ensures there is no unauthorised entry. The room used by the out of school club is checked regularly to identify any potential hazards. Children are warmly welcomed when they arrive and select from a good range of activities which are already set out for them, these include, craft activities, games, lego, beading and small world toys. Children have access to additional toys in the large store cupboard and toys which are rotated from a selection stored in the shed.

Children are protected from harm because staff are generally vigilant about their safety, for example reminding them to play where they can be seen while outside and to follow safety procedures while playing on the adventure playground. Robust procedures ensure children are only collected by their parent or carer or by a nominated adult who knows their secret password. However, children's details, including their emergency contact information, are not taken along when the group play outside and this poses a potential risk to their safety, if for any reason access to the building is prevented. Children occasionally climb onto the school's PE equipment which is stored in the hall, and this poses a potential risk to their safety. Children's welfare is safeguarded as staff have a suitable understanding of child protection procedures.

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

The provision is satisfactory.

Children are happy and settled in the care of the out of school club. They relax after their day at school and play with a range of activities that are suitable for their age and stage of development. These include, making necklaces with beading equipment, modelling with lego or making 'whirlymills' to their own design, which they proudly show off when they are finished. The availability of resources allows children to choose the toys they want to play with.

Children enjoy playing on the outdoor adventure playground which gives them good opportunities to get fresh air and exercise. They play group games, such as chase while outside, and happily help one another with activities, for example, an older child helps one of the younger ones put his 'whirlymill' together. Staff support children by chatting to them while they play, for example a child shows a member of staff a spider crawling across a piece of outdoor equipment and she skilfully uses this opportunity to talk to him about spiders and other insects.

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

The provision is satisfactory.

Children's individual needs are discussed with parents which ensures that staff know them well and give them appropriate support. Children are becoming aware of the wider world through the range of toys and resources available in the club, such as books about different religions, and by taking part in activities, such as a Chinese food tasting.

Children feel valued because staff praise and encourage them. During snack time staff chat to children amicably, interested in their news from home and the activities they take part in away from the club. Children behave well as they are set clear boundaries which help them learn right from wrong. Club rules encourage them to look after one another and to follow instructions given to them by the staff. This ensures children gain an awareness of responsible behaviour.

Children benefit from the friendly relationships staff have developed with their parents and carers. Parents feel comfortable at the club, obviously familiar with routines and procedures. Club policies and procedures are shared with parents which ensures they are fully informed about their child's care. However, the setting does not have a copy of the regulator's poster for parents nor does it provide parents with the address at which to contact Ofsted should they wish to make a complaint.

## **Organisation**

The organisation is satisfactory.

The club is well organised to provide after school care for children. Staff are suitably qualified and vetted and space is used well to allow children to play safely and move around freely. Very occasionally children do, however, play on the school's PE equipment which presents a risk to their safety. The setting is committed to improving the provision it makes for the children by carrying out self assessments and surveys of both children and parents to ascertain how it can be improved. Staff are deployed well and activities appropriately planned in order to give children a range of experiences. The setting meets the needs of the range of children for whom it provides.

Most required documentation for the care of children is in place. The exception to this is the documentation relating to administration of medication; this is not organised effectively to fully support the children's welfare and safety. Ratios are always observed, which means children receive appropriate care and support and attendance registers are accurately maintained. Policies and procedures for the safe operation of the setting are in place, however, staff do not take children's contact details with them when they go outside and some required information for parents is missing.

## **Improvements since the last inspection**

At the time of the last inspection the club was asked to address the following issues: to improve resources to ensure the needs of all the children are being met; to improve planning and provision of activities to ensure children have a choice of appropriate activities; to improve staff awareness and understanding of positive behaviour management strategies and child protection issues; to improve the registration system to clearly identify children under eight and record children's time of departure; to improve documentation to ensure a record is maintained of any medication administered; ensure a record is maintained of any significant issues and that these are shared with parents; ensure that the complaints policy includes details

of the registering authority and that records relating to the group are stored on the premises and readily accessible.

Children enjoy playing with a suitable range of activities that are appropriate for their age and stage of development. These range from craft activities which are suitable for the older children, such as making 'whirlmills' which require decorating, cutting and fitting together to simple colouring books and chunky crayons for younger children. Children have a choice of activities to suit their own preferences because a variety of toys and resources are set out for them each day, and they have full access to toys in the store cupboard. Children behave well because staff apply consistent rules which help them to understand the club's expectations. Children's welfare is safeguarded as all staff receive guidance in matters of child protection during their first week of employment. This ensures they know what to do if they have concerns about any of the children. Some documentation has been improved, for example the registers clearly show which children are under eight and departure times are recorded by parents when they sign their child out. However, there is no record maintained of any medication administered to children nor are parents provided with the address of the registering authority in the complaints procedure, which means these recommendations remain outstanding. To promote continuity of care, parents are kept fully aware of any significant issues concerning the club in the school's weekly newsletter. All documentation relating to the setting is safely stored on site and is readily accessible.

### **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):

- keep a written record, signed by parents, of medication given to children
- ensure children's details are available when the club is using the outdoor area
- ensure children do not play on the PE equipment in the hall
- obtain and display the regulator's poster for parents and ensure the complaints procedure includes the regulator's address

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)