

# St Mary's Out of School Club

Inspection report for early years provision

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<b>Unique Reference Number</b>	EY244754
<b>Inspection date</b>	06 December 2007
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<b>Registered person</b>	St Marys 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 good. The registered person meets the National Standards for under 8s day care and childminding.

### WHAT SORT OF SETTING IS IT?

St Mary's Out of School Club operates within St Mary's Primary School in Cullercoats. Transport systems are regular making the setting easily accessible. The club has been registered since 2003 to care for no more than 24 children from 3 years to under 8 years, at any one time. The club serves children who attend the school. There are currently 36 children on roll. The club is open Monday to Friday from 15:30 until 17:30 during term time only. Children have access to the school hall, school playground and the school field.

The club, which is run through a management committee, has three permanent members of staff who all have NVQ qualifications at level three in the care and education of young children.

### THE EFFECTIVENESS OF THE PROVISION

#### Helping children to be healthy

The provision is good.

Children clearly understand that healthy food is good for you. They enjoy the social opportunities during tea time and have good conversations with each other and with staff. They sit sensibly at tables and make choices about what they would like to eat and drink, because the staff

understand the importance of providing a selection of healthy food. For example, there is a good variety of meat or cheese filled sandwiches followed by a range of fruit and vegetables, including bananas, apples, oranges and carrots. Staff ensure that food is prepared hygienically, preparing in a small, but clean kitchen area where food is stored appropriately in a fridge. Although at times older children sometimes prepare the fruit drinks, staff generally prepare and give out the sandwiches, limiting their opportunities to exercise independence. Children access fresh water confidently because it is always available for children to have a drink whenever they wish.

Staff effectively reinforce children's understanding of how to keep healthy through personal hygiene routines. They understand the importance of routinely washing their hands at the start of sessions before eating their teatime snack. They wash after using the toilet and after messy craft activities too. The club has good systems for ensuring that children remain healthy. Staff hold current first aid certificates and the first aid box is on hand and its contents are checked regularly. Accidents are clearly recorded and reported onto carbon copied sheets. Reports are signed by parents and they receive their own copy. Although staff do not administer medicines, they have policies in place, should this be necessary. The club understands the importance of responding to individual children's health needs; for example, it obtains dietary information from parents, including any allergies children may have.

Children keep healthy through physical activities, which they enjoy. Throughout the year they experience a good range of energetic activities, both inside and outside. Staff encourage them to choose whatever activities they most enjoy and most prefer vigorous play in the school yard and school field.

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

The provision is satisfactory.

Children spend their time safely in the different activities within the club. Staff ensure that the hall where the children play, is very clean and the caretaking staff maintain it well. Sessions start well, with children happily hanging up their coats and bags safely before sitting down for tea. They feel secure and feel welcome because staff encourage them to chat about their day at school. They enjoy the opportunities to talk and play with their friends and are familiar with the areas they can use and the routines within the session. However, there is no designated area for children to relax if they are tired. Children make friends with children from other classes and older children show good levels of care towards younger ones. Rules and routines are clear so children are confident and secure. Children are well supervised and clearly understand which areas they can play in and which are out of bounds. Staff are vigilant in ensuring the safety of children outside.

Children use a range of safe and suitable toys, resources and equipment. These include items such as imaginative toys, games and art and craft materials. There is a range of age appropriate resources available, some of which staff provide at children's requests. Sessions are flexibly planned around children's needs and safety and staff work hard to accommodate children's requests and choices.

Children are kept safe from hazards in the club and play in a secure environment. For example, staff ensure the hall is divided into sections so that vigorous play does not encroach on other activities. Children cannot easily access items that could be dangerous such as medication, kitchen equipment or cleaning materials. Children are kept safe from fire because the building has a full fire alarm system and fire prevention equipment is regularly checked. Children are

clear about the fire procedures but do not fully understand how to leave the hall in case of emergencies. Staff carefully check the whereabouts of children who are expected to attend the club, registering them as they arrive at the school hall. The handover procedures to parents are well organised with parents signing to show they have safely collected their children. The club has clear procedures in place should a child not be collected.

Staff have a good understanding of the signs and symptoms of abuse and are aware of the procedures to follow for protecting children if they have concerns about an individual. They have all had recent and relevant training to ensure that they keep up to date with current procedures to protect children from harm. There are clear procedures to refer any concerns about child protection to the designated person who takes appropriate action.

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

The provision is satisfactory.

Children enjoy the club because they like to play with their friends after school. They enjoy the social opportunities during teatime and have good conversations with each other and with staff. There is a satisfactory balance of energetic play and quieter activities during sessions. Children try out a variety of interesting craft activities and choose other activities they like to do, including colouring activities, hairdressing designs and games. They benefit from opportunities to use and develop their physical skills when they play a variety of outdoor games. Staff escort children to the cupboard where resources are stored so they can select from the range. Although children can choose what they would like to play with, resources and games are stored out of sight in the cupboard and some children are not too clear about what is available. Therefore in the winter months, when outdoor play is not always available, the range of activity on offer is limited.

Staff show high levels of care and fairness, making sure everyone has a chance to play with popular new games. Staff listen carefully to children and are interested in what they have to say. Children increase in confidence and have good relationships with the staff and with other children in this relaxed and caring environment. Staff know children very well and value each of them as an individual. As adults play with children, they offer them good levels of direction, encouragement and support. As a result children show delight in, for example the craft items they make. They talk with pride about the quality of their decorated biscuits and Christmas tree baubles.

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

The provision is good.

Staff value the individuality of each child. Children enjoy talking about things that are important to them, such as their family and the experiences at school. Children of different ages, abilities and interests participate in the full range of activities because staff plan carefully to ensure that children have equal opportunities. Staff are well trained and have experience of working with children who have learning difficulties or disabilities.

Children are very well behaved because staff make boundaries clear and make sure children of all ages understand. They are kind to each other because staff provide good, kind role models. Children readily share resources, taking turns and helping each other. As a result parents say their children love being with their friends in the club and sometimes do not want to go home.

Staff know parents well and develop a partnership that promotes the welfare of the children. They welcome parents and discuss children's activities and individual needs with them. All relevant information is gathered before children are placed in the club, ensuring they can be cared for appropriately for their food intake, allergies and medical conditions. Staff ensure that parents have good quality information about what is available on the club and the policies and procedures. For example, parents receive a welcome pack when their children join the club. Information is kept up to date. Staff know that all information held at the setting is confidential.

## **Organisation**

The organisation is good.

The manager works well in consultation with the school in sharing the premises so that children have varied experiences. Staff access training through the local authority and all three have NVQ level three qualifications in line with regulations. Clear recruitment procedures mean that all staff are appropriately vetted to work with this age group. Staff supervise children carefully in all the different situations, for example, when they go out to play, staff go out with them to ensure their safety and well-being. At the same time the club makes sure that adult-to-child ratios are well maintained. The management committee responds well to any issues arising from the club's activities and works hard to improve the provision.

There is a good range of policies and procedures to ensure children's care and welfare. These include those highlighted at the last inspection such as, the complaints procedures, anti-bullying policy and procedures in the event of a missing child. Documentation at the club is generally well organised so that staff have clear details about each child and a record of their attendance, departure and any accidents that may occur.

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

## **Improvements since the last inspection**

At the last inspection management was asked to provide an action plan that would show how a manager would be recruited that held an appropriate qualification and how any person who has not been vetted is never left alone with children, provide an action plan for informing Ofsted whenever there were changes in staff, ensure that the complaints procedure contained the address and telephone number of Ofsted, extend the behaviour management policy so that it included an anti-bullying strategy and extend the policy regarding missing children so that it included procedures to be followed if a parent fails to collect a child

All issues have been fully addressed and further improve the care and welfare of children that attend the setting.

## **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 actions 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):

- practise the emergency exit procedures regularly
- provide a rest area for children who are tired
- improve the accessibility of resources to extend opportunities for children to achieve, especially in the winter months.

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)