

# Burstwick Out Of School Club

Inspection report for early years provision

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<b>Unique Reference Number</b>	EY245573
<b>Inspection date</b>	12 February 2008
<b>Inspector</b>	Linda Phillips
<b>Setting Address</b>	Burstwick Community Primary School, Burstwick, Hull, HU12 9EA
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<b>E-mail</b>	
<b>Registered person</b>	Withernsea & District Out of School Clubs
<b>Type of inspection</b>	Childcare
<b>Type of care</b>	Full day 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](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?

Burstwick Out of School Club opened in 2003 and operates from the village school in the East Riding of Yorkshire. A maximum of 24 children may attend the club at any one time, which is open term time from 07.45 to 08.50, 15.30 to 18.00 and during school holidays from 07.45 to 18.00. Children have access to the main hall, one classroom, a portakabin and outdoor play areas.

There are approximately 50 children aged from three to under eight years on roll. The club supports children with learning difficulties.

Six members of staff are employed at the club, including the manager. All staff hold relevant childcare qualifications.

## THE EFFECTIVENESS OF THE PROVISION

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

The provision is good.

Children benefit from being cared for in school premises which are clean and tidy. In addition to the children tidying up with staff, for example, helping to wipe the tables after lunch, the caretaker takes responsibility for the main cleaning and general maintenance.

Children are encouraged with good personal hygiene practices, for example, regular hand washing before lunch time and after using the toilet, to help to prevent the spread of infections to others.

All staff members hold first aid certificates and clear procedures are in place for appropriate actions to be taken should an accident occur, with records being extremely well maintained. The written procedure for sick children informs parents when children will and will not be cared for. A record is maintained of any medications administered, with records also being maintained of children who are responsible for their own medical requirements, for example, those using inhalers.

Children have daily access to fresh air and exercise. They enjoy playing energetically in the school grounds and playing field, and have access to, for example, fixed equipment on which to climb and balance as well as playing with footballs, skipping ropes and hoops. This helps them to stay healthy and have fun.

Children's dietary needs are met through parents supplying packed lunches during the school holidays, including, for example, pasta, sandwiches and fresh fruit. A microwave oven is available should children bring in ready meals. Additional items, such as yogurts and biscuits are provided upon need and request. Although children bring drinks with them they know they can help themselves to drinks of water from the fountain outside the classroom they use. Dietary requirements are clearly noted on children's record forms and include likes, dislikes and any known allergies.

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

The provision is satisfactory.

Children are cared for in a welcoming and friendly environment, and there is adequate space for them to play in. Children use the main hall, a portakabin and a classroom and to ensure they remain comfortable all areas are well ventilated and at an adequate temperature.

In the main, arrangements are in place to ensure children are safe at the provision, for example, the main gates leading on to the road are secured once all children have arrived. When children play outside there are no gates between the play ground and area leading to the car park, which enables the children to leave the area unsupervised although they are fully aware they are not to do so. Children are discouraged from opening outer doors to visitors and notices are displayed as a reminder. Clear procedures are in place regarding workmen not having access into the building without prior arrangements and notification which prevents children from coming into contact with people unknown to enhance their safety. Although written risk assessments were carried out in the past these have now ceased.

Children benefit from having access to a wide range of suitable toys, play materials and equipment for both indoor and outdoor use to encourage their social, creative and physical skills and all items are good in terms of cleanliness & safety.

Although fire notices are displayed and emergency exits clearly identified not all children are familiar with the provisions' fire procedure as a drill has not been carried out recently.

To protect children from harm staff have a good understanding and knowledge of child protection issues and reporting procedures. There is a written safeguarding children procedure and the manager is designated as the lead person for any issues. All staff have attended relevant training and fully understand their duty to protect children. They are also aware of reporting to the regulatory body any allegations which are made regarding themselves and there is a written separate procedure for this.

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

The provision is good.

During term time there is sometimes limited time for the children to take part in structured activities as they may only attend for a short while. However, some structured activities are available and children are also given the opportunity to enjoy free play sessions with whom they choose. During school holidays activities, opportunities and outings are well planned in advance with children being actively involved with the arrangements and decisions.

Children are encouraged to gain confidence, independence and self-esteem by using available space as they choose and are able to self select activities, play materials and resources independently. There is a wide range of appropriate resources, for example, art and craft materials, a play station, comfortable area with large bean bags where children can relax, and a wide variety of outdoor equipment. The provision has a number of lap tops specifically for the children who attend which they enjoy playing on. These are secured away at the conclusion of the sessions.

Children are familiar with the setting and confidently speak of how settled they are, and are happy to attend. They also confirm they are more than satisfied with opportunities offered to them, and enjoy socialising with their friends in a relaxed and friendly setting.

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

The provision is good.

Children are cared for in an environment where they are all treated equally but where their individuality is respected. Children are all welcome to attend irrespective of their gender, home back ground and culture. Children with learning difficulties attend and are well supported. In addition to their formal education, children are taught about diversity and the wider world when attending the provision through appropriately addressing other cultures and customs through planned activities, for example, Chinese New Year, Pagan festivals and Christian celebrations.

A behaviour management policy is available and children have drawn up their own rules which are displayed on their notice board. Children confidently speak of their rules and are well aware of what is and is not acceptable, for example, they are encouraged to let others join in their games, and to take turns. To enhance their self-esteem children are praised for their positive actions and behaviour and staff were heard to do this on many occasions during the session.

Staff work in extremely close partnership with parents. Good systems are in place, for example, parents are written to when changes take place, they are invited to be part of the committee with special invitations to males to be part of it, and are free to chat with staff at any time. The parents' notice board is informative and regularly updated, and all written policies and procedures are easily available to them. As the provision is located in a small village parents and staff have formed close relationships and work together to make the provision a success, for example, everyone is invited to take part in fund raising activities to enhance play opportunities for the children. Parents also have the opportunity to contribute to the provision through them completing questionnaires to express their views and ideas.

A complaints log is available and a procedure is in place. The procedure includes the address and telephone number of the regulatory body should service users wish to make a complaint direct. Parents also have access to a comments and suggestion book which is located on their notice board.

## **Organisation**

The organisation is good.

Children benefit by being cared for in an organised environment, where they are familiar with routines and what is available to them. Staff have the skills, experience and confidence to meet their needs within a caring setting. A wide range of training opportunities are available to staff and all those currently employed hold appropriate childcare qualifications. There are clear procedures for the selection and recruitment of new staff, for example, the committee are involved with any decisions, and no one is left unsupervised with the children until all personal checks are carried out successfully.

Good systems are in place for ensuring relevant records are maintained which meet registration requirements and regulations, the only exception to this is that siblings are currently included on the same registration form. The wide range of policies and procedures available reflect the services offered.

Staff are fully aware of notifying the regulatory body of any changes to circumstances.

The certificate of registration is clearly displayed on the parents notice board and conditions of registration are complied with.

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

## **Improvements since the last inspection**

Arising from the last inspection, a number of recommendations were made, which have all been appropriately addressed. The provision was asked to :-

1. Ensure that daily the resources available reflect positive images of race; ethnic and cultural diversity. Children do have access to resources and have the opportunity to participate in planned activities which include diversity and the wider world.
2. Ensure that risk assessments in relation to the premises, take into account all areas leading from the main classroom. Although written risk assessments have ceased, staff ensure children are closely supervised at all times to enhance their safety.

3. Ensure that the classroom is always checked prior to children being received to ensure no hazards. Prior to children entering the classroom systems are in place for the staff to check areas are hazardous free.
4. Ensure that the complaint's procedure is made available to parent's and includes the address and telephone number of Ofsted. The procedure is clearly displayed on the parents notice board and includes all relevant information.
5. Ensure that the policy on Behaviour Management is understood and applied consistently by all staff, at all times. Staff sign as evidence of them having read and understood the behaviour management procedure to enable them to be consistent. Children are also aware of what is and is not acceptable behaviour as they have drawn up their own 'golden rules' which are displayed on their own notice board.
6. Ensure that the system for accident recording is clear with full details. The system for recording accidents is extremely clear. In addition to individual reports, staff also summarise these into a main log to enable them to easily track any patterns.
7. Ensure there is a daily record of the children attending and the staff responsible for caring for them. A clear record is maintained of children attending with arrival and departure times being included. Staff are also named each session on the same record.
8. Implement an operation plan which includes written information for parent's about the club. Parents have easy access to their notice board which is informative and kept current. The provision is also included in a local community magazine.
9. Inform Ofsted when the person in charge has achieved a level 3 qualification. The manager does hold an appropriate level 3 and her certificate remains on-site.
10. Provide the children with a designated quiet, comfortable area in which to have quiet periods and relax. Children have access to a quiet corner of the classroom where they can relax on large bean bags.

### **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 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):

- Review the risk assessments for the outdoor play area and take appropriate steps to ensure children are safe at all times, including them not being able to leave the area unsupervised
- ensure each child has an individual registration form.

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)