

# Olivers Lodge - Steeple Bumpstead

Inspection report for early years provision

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<b>Unique Reference Number</b>	EY349376
<b>Inspection date</b>	14 July 2008
<b>Inspector</b>	Deborah Kerry

<b>Setting Address</b>	Steeple Bumpstead Village Hall, Finchingfield Road, Steeple Bumpstead, Haverhill, Suffolk, CB9 7ED
<b>Telephone number</b>	01799540709
<b>E-mail</b>	alex@olivers-lodge.co.uk
<b>Registered person</b>	Olivers Lodge Limited
<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?

Olivers Lodge (Steeple Bumpstead) Out of School Club is one of several out of school schemes run by Olivers Lodge Ltd. It operates from a side room and the main hall within Steeple Bumpstead Village Hall. All children may access the nearby village green for supervised outdoor play. The club is open each weekday from 15:00 until 18:00 during term time only.

A maximum of 26 children aged between 4 years and under 8 years may attend the scheme at any one time. Children aged over 8 and up to the age of 12 years may also attend. There are currently 35 children on role. The setting employs six staff of these five hold appropriate qualifications and one is working towards a qualification. The setting receives support from 4Children.

### THE EFFECTIVENESS OF THE PROVISION

#### Helping children to be healthy

The provision is good.

Staff carry out health and safety checks before each session which ensures the room is clean, warm and tidy. Children learn about keeping healthy through topics and activities and by

washing their hands before eating. There are clear policies and procedures in place around sick children and for the safe administration of medication. There are effective procedures in place to promote children's health and all areas are kept clean. All children's records have permission for seeking emergency medical advice or treatment which helps to promote their health.

Children have access to the local play area for physical exercise to promote their healthy growth. They are provided with a range of sports equipment and walk from the school to the community centre which helps to promote their physical development. They are able to play table tennis inside and can access the main hall for physical play in inclement weather. There is a quiet area, away from the main play activities should children want to rest or sit quietly.

Children enjoy a drink on arrival to the club and can create their own sandwiches from a variety of fillings that meets their individual dietary needs for tea. For example, children can choose from bread and butter or tortillas with a range of fillings-ham, cheese, chicken, tuna with peppers, carrots, lettuce and cucumber. They can then choose from a banana, orange or apple for dessert. Children can help themselves freely to drinks when needed ensuring they have sufficient for their needs. Staff follow food hygiene regulations, when preparing and storing food, that effectively promotes children's health. The weekly menus vary according to the weather and take into account children's preferences. For example, they have soup in winter and sandwiches in the summer.

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

The provision is good.

Staff carry out checks before children arrive on all areas and resources within the setting ensuring that children's safety is a high priority. The procedures for the emergency evacuation of children are clearly displayed and regularly practised with the children ensuring their continued safety. Children are escorted to the club from their school by club staff ensuring that they arrive safely, they wear high visibility jackets with the clubs name on the back which ensures they remain under staff supervision at all times.

Children are kept safe and secure and hazards are minimised. Parents gain access by ringing the bell at the main entrance, then staff unlock the doors. Fire drills are practised regularly and a record is kept ensuring that all staff and children know what to do in an emergency. Staff undergo health and safety training as part of their induction which ensures that children's welfare is a high priority.

Staff have a clear policy to follow on the Local Safeguarding Children Board procedures should they have concerns for a child. All staff have a good understanding of what to do and whom to contact should they have any concerns for children's welfare.

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

The provision is good.

Children are welcomed in to the club by staff who offer appropriate support for their needs. Children are free to play with a range of resources that are set out and readily available within their reach on arrival. Staff plan activities for children on a weekly basis and they are able to choose other resources according to their interests. Children are provided with construction, games, books and can play table tennis inside. Staff are interested in the children as they chat freely with them and ask about their day at school.

Children are free to choose and access the play area outside. Children wear high visibility jackets which ensures staff are fully aware of their location at all times as the area is shared with the local community. Staff join in with children's games as they play cricket and push younger children on the swings. Children's independence is promoted at meal times as children serve themselves and clear away their own plates when they have finished.

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

The provision is good.

All children are welcomed into the club. Children attend for a variety of sessions that are suited to their individual needs. They can attend for a trial session to see how they settle and enjoy the activities provided. Children are provided with a range of activities around different world festivals that reflect the wider world and people's differences. Staff ensure that all children are included and that activities are adapted so children of all abilities can participate.

The staff are good role models for the children as they are polite and encourage good manners. The club's rules were drawn up in conjunction with the children so that they know what is expected of them. The children have created a poster showing the club's rules which helps remind them to behave well. Children's efforts are praised and valued by staff which encourages them to try new activities. Staff listen to what the children have to say and offer support when needed or asked for, they are also given praise and encouragement and clear explanations which encourages positive behaviour.

Parents are kept fully informed of how their children have been. Staff ensure that parents are given verbal feedback when they come to collect their children at the end of the session. All information about the club is displayed for them to see this keeps parents fully informed on what is going on in the club. Newsletters are also sent out each month to ensure that parents are kept fully up-to-date with activities, and any changes within the club.

### **Organisation**

The organisation is good.

There are clear procedures for induction for new staff that covers all the policies and procedures which ensures that they are aware of their roles and responsibilities. There is a range of policies based on the National Standards in place. However, some of these are not kept up-to-date when changes are made to procedures or the good practice staff display. Staff organise and prepare the resources ready for children's arrival each day. Children's welfare is effectively promoted as the staff hold appropriate qualifications and some have attended additional training so that children's needs can be met appropriately.

Maintaining the correct ratio of adults to children is a priority and ensures children have effective support in their play. All documentation and permission slips are in place. Children's individual records are kept updated with any changes so that their individual needs continue to be met. Staff work well as a team and have regular staff meetings which ensures the continued smooth running of the club. The high adult to child ratio helps to promote children's continued welfare and development. Overall children's needs are met.

## **Improvements since the last inspection**

### **Complaints since the last inspection**

Since registration there has been one complaint made to Ofsted that required the provider to complete actions in order to meet the National Standards. Ofsted received a concern on 20 June 2007 regarding National Standards (NS) 1 (Suitable person), 2 (Organisation) and 12 (Working in partnership with parents and carers).

An Ofsted inspector conducted a visit on this day to inspect these National Standards and there was evidence that National Standards 2 and 12 were not being met.

As a result the provider was given 3 actions as follows:

NS2: ensure that staff are effectively deployed at all times and that there is a named deputy who is able to take charge in the absence of the manager

Ns 2: ensure systems for registering staff are maintained appropriately at all times, showing their hours of attendance; ensure that details of all staff looking after children on the premises, including their name, home address, contact numbers and qualifications are kept on the premises and made available for inspection purposes

NS12: ensure information is given to parents which includes; staffing routines.

A satisfactory response to these actions was received on 09 July 2007.

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):

- ensure that all documentation is kept updated in line with any changes.

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)