



Playtime

Inspection report for early years provision

Unique Reference Number EY280529
Inspection date 13 June 2006
Inspector Jean Goodrick

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Type of inspection Childcare
Type of 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.

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?

Playtime Out of School Club opened with its current manager/owner in 2004 and operates from Mayfield School in Cambridge. The club uses a hall, the kitchen and the school playing fields.

A maximum of 30 children may attend the club at any one time. The out of school club is open each weekday from 15.15 to 18.00 during term time and during some holidays. All children share access to the enclosed outdoor play area.

There are currently 44 children aged from four to under 11 years on roll. They all

attend Mayfield school.

The out of school club employs four staff. Two of the staff, including the manager, hold level two play work qualifications. One member of staff is working towards a level three qualification. The manager has not obtained a level three qualification.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is satisfactory.

Children have some opportunities to learn about a healthy lifestyle as they regularly enjoy physical activities in the extensive school playing fields, playing games such as 'hide and seek'. Children's immediate welfare is promoted satisfactorily by staff. The first aid kit is accessible in the hall and one member of staff has a current first aid certificate. Staff have obtained parental permission to seek emergency medical treatment and advice. The required records for accidents and medication are kept up to date and signed by parents to ensure appropriate continuity of care for the children.

Children have two snacks at the club with a few healthy options. Children help themselves to a snack when they arrive at the club, choosing squash or water and a sandwich with their preferred spread and selecting from chopped fruit and salad stuff. A later 'tea' includes a packet of crisps, sweet biscuits and squash. Children sit down together with the staff for a pleasant social occasion. However, hygiene procedures are not followed as children do not wash their hands before eating and staff do not remind them to do so. Food is left out uncovered in hot weather, lids are left off squash bottles and the food attracts flies. This has the potential to compromise children's health and welfare.

Protecting children from harm or neglect and helping them stay safe

The provision is satisfactory.

Children's safety is adequately promoted because the staff take steps to prevent accidents and to plan for emergencies. The fire drill is practised once a term and is logged, but not timed. Fire procedures are displayed in the hall and there are relevant written health and safety policies and procedures. However the public liability insurance certificate is not always displayed. Risk assessments are not reviewed and updated to minimise the hazards for the children. For example, the transition for the children between the end of the school day and being collected or making their way to the club is poorly organised, involving a lot of staff time on walkie-talkies and a lack of information about individual children's attendance.

Children use safe and suitable equipment and are able to make some choices about their activities. There are currently some practical problems for the group due to building work at the school and a lack of easily accessible storage space. The school hall which is currently being used is clean and well-maintained. However, there is nothing on display in the hall to give children a sense of their own club being

separate from school.

Children are adequately protected because staff have some understanding of child protection issues. The provision has the required policies and procedures in place which are in line with those of the Local Safeguarding Children Board.

Helping children achieve well and enjoy what they do

The provision is satisfactory.

Children arrive and enter the out of school club with confidence. They settle quickly and form positive relationships with the staff and each other. Children are supported by caring and responsive staff who have a satisfactory understanding of children's development. The staff communicate effectively with each other to support children's play both indoors and outside. Children enjoy each other's company and generally play well together, sharing resources and taking turns. They have some opportunities for fun and challenge.

Staff provide resources for an adequate variety of age-appropriate activities including, craft, table top games and books. Children follow their own interests independently or with staff support. They enjoy 'chilling out' after their school day saying that they like 'doing nothing'. Children take great delight in making their own den outside using resources provided by one of the school staff. However, some children wander about rather aimlessly between the outdoor and indoor area, but quickly become involved when staff organise an adult-led activity, such as 'hide and seek'. Children have limited opportunities to become involved in the organisation of the club in order to gain a sense of responsibility and 'ownership'.

Helping children make a positive contribution

The provision is satisfactory.

All children and their families are welcomed into the provision. Children are valued and respected as individuals. Staff know children and their families well so that they have a sense of belonging. Relevant information is collected from parents and carers so that staff have a clear understanding of individual needs, including cultural needs. There are systems in place to support children with special needs and disabilities. Staff foster an environment where differences are respected.

Children generally behave well and staff intervene appropriately to help children sort out any difficulties. Staff are good role models. They are friendly and polite, sharing jokes with the children and enjoying their company. However, children have limited opportunities to discuss expectations of behaviour at the club and to take responsibility for developing their own ground rules.

Children benefit from the satisfactory relationships between the staff and their parents and carers. Parents exchange information with staff when they collect their children and they are generally positive about the care their children receive. However, parents do not receive any written information about the setting, including

the complaints procedure. Policies and procedures are not made accessible to them, including the special needs statement, the child protection policy and the behaviour policy. Therefore parents and carers have limited information about the care their children receive and the health and safety framework for the club.

Organisation

The organisation is satisfactory.

Children benefit from the system of ensuring that staff working with children are vetted. There are satisfactory recruitment procedures in place to ensure that children are cared for by staff who are safe and suitable to do so. Staff are competent and able and support children well in their activities. They have relevant experience and qualifications. However the manager has not yet obtained a level three qualification.

Children take part in a satisfactory range of activities and relax after their day at school. Resources and the general environment are well organised so that children have plenty of space for activities. High staff ratios mean that children are generally well supervised. Staff are deployed effectively with different groups of children in the hall and outside.

The out of school club has a clear framework of policies and procedures, which have recently been updated to promote the health and safety of the children who attend. However, not all policies and procedures, including the food and hygiene policy, are put into practice effectively.

Overall, the needs of the children are met.

Improvements since the last inspection

At the last inspection the following actions were agreed: to improve the staff's knowledge and understanding of requirements set out in the regulations including records to be kept on the premises; to make available to parents a written statement of the complaints procedure; to produce written procedures for the emergency evacuation of the building; and to ensure that there are effective procedures to ensure that staff are suitable to work with children. Organisation has now been improved for the benefit of the children. The legally required records are now kept on the premises; a complaints procedure has been produced but has not been made available to parents, and so this has been carried forward as a recommendation at this inspection; written procedures for the emergency evacuation of the building are now displayed in the hall; and there are now effective employment procedures in place to safeguard the welfare of children.

Complaints since the last inspection

There have been no complaints made to Ofsted since registration.

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):

- implement hygiene procedures to ensure the health and welfare of the children
- conduct regular risk assessments and take the actions necessary to minimize hazards to the children, particularly during the transition from school to the out of school club
- develop the partnership with parents and carers so that they receive written information about the provision, including the complaints procedure, and ensure that policies and procedures are easily accessible to them
- ensure the manager attends the next available course to enable him to obtain a level three qualification.

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