



Poppleton School's Out Club (PopSoc)

Inspection report for early years provision

Unique Reference Number	321481
Inspection date	06 March 2006
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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 inadequate - notice of action to improve. The registered person does not meet the National Standards for under 8s day care and childminding.

WHAT SORT OF SETTING IS IT?

Poppleton School's Out Club (Popsoc) is a private, committee run provision. It opened in 1999 and operates from three rooms in a youth centre building, which is situated in the grounds of Poppleton, Ouseburn Primary School on the outskirts of York, in North Yorkshire. A maximum of 32 children may attend the provision at any one time. It is open each week day from 08.00 to 09.00 and from 15.30 to 18.00 during term time and from 08.00 to 18.00 during school holidays. The children have access to a secure enclosed outdoor area.

There are currently 154 children aged from four to thirteen years on roll. Children attend from the surrounding areas.

The provision employs eight part-time staff. Four staff including the manager hold appropriate early years qualifications.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is inadequate.

Children stay healthy because practitioners are active in following some current and appropriate environmental health and hygiene guidelines, policies and procedures. For example, the first-aid kit is appropriately stocked, stored and a designated person regularly checks and replenishes its contents. There is a suitable sickness policy in place, which includes obtaining prior written consent from parents for emergency treatment and exclusion periods for children that have infectious conditions. This helps to prevent the spread of infection. Children can access first aid when required as at least one member of staff that has completed first aid training is available at all times. However written consent from parents to administer medication is not always obtained and medication actually administered is not always recorded. This breach of regulations means that the children's good health is not fully promoted.

Children have limited opportunities to enjoy and develop some physical skills in the outdoor area. Although, there is a limited selection of equipment available such as, a few footballs and some chalking materials most of the outdoor equipment is not clean or safe to use. Therefore staff have made it inaccessible to children until it can be organised safely. Children are however, able to enjoy and develop some physical skills through indoor equipment such as, balancing boards and soft ball games, which they use in the sunken area of the setting. In addition children that attend during holiday care have some good opportunities to enjoy wide open spaces through visits to the local park and through planned activities such as, village treasure hunts and organised sports days, which contributes to there overall good health.

Children are well nourished through staff providing healthy and nutritious snacks. For example, they provide biscuits, raisins and carrot sticks. Their health and dietary needs are successfully met because staff work well with parents in collecting information and in meeting their individual needs. They learn about healthy living appropriately through talking about the healthy food they have access to and children are aware that they can ask for milk, water or low sugar fruit drinks when ever they wish. Children are developing appropriate awareness of simple good health and hygiene practices and are familiar with routines such as, washing their hands before snack time and they know why it is important that they do this.

Protecting children from harm or neglect and helping them stay safe

The provision is satisfactory.

Children are cared for in a clean and suitable maintained environment where risks of

accidental injury are appropriately minimised. Staff take positive steps both inside and outside the setting. For example, risk assessments are conducted on the premises, all fire exits are kept clear and fire safety equipment is regularly checked. As a result children can freely and safely access all areas of the provision. Most furniture, equipment and play resources are age appropriate and in a good condition for children to use. However, a limited amount of furniture is in poor repair and resources are not always organised or stored effectively. As a result children can not always easily access them. Staff are aware of this problem and are currently developing their policies and procedures to meet the children's needs.

Children are kept very safe on outings. A risk assessment is completed on all the routes and the venues of any outing and a check list is completed on required tasks before they leave the premises, which ensures children are safe and have appropriate facilities to take with them. Staff have a good understanding of how to achieve a balance between freedom and the setting of sensible limits and as a result children are developing a good understanding of keeping themselves safe both inside and outside the premises. For example, the children know the perimeter boundaries and why they need to stay within them when visiting a local park and they are familiar with the procedure to follow in case of an emergency evacuation.

Children welfare is appropriately safeguarded. Most staff are fully secure in recognising signs and symptoms that may occur, having obtained awareness through qualification training or through the child protection policy, which is held in the setting at all times. They are familiar with procedures to follow when concerns are raised with children and are aware of the location of emergency contact numbers should they need to refer any concerns to Social Services and Ofsted. They also have appropriate procedures in place in the event of an allegation being made against staff. As a consequence, children and staff are not left in a vulnerable position.

Helping children achieve well and enjoy what they do

The provision is satisfactory.

There are positive and friendly and caring relationships between staff, children and their peers. For example, children accompany and support other children when informing staff that they are not feeling well and are happy to spend time with their peers demonstrating care and providing comfort. Staff listen to and value what the children are saying and know and meet their individual needs well. Qualified staff engage in some good interaction. For example, they use open-ended questions, help children to do puzzles and talk about their interest and experiences throughout the day, which extends the children's learning. However, unqualified staff often just monitor children in various areas of the provision. As a result the development of children's knowledge skills and understanding are not always fully promoted.

Children are self assured and confident in expressing views and feelings. For example, they confidently talk about their likes and dislikes within the setting. They are all busy and interested in most of the activities and are able to use their initiative well most of the time. For example, they can access all rooms and most resources from those either set out on table tops or from those that are stored at their level in

low cupboards and boxes. However, activities such as, group snack time are very restrictive. For example, no independence is given to the children as staff give out all food and drinks and children are asked to sit sometimes without tables and wait for others to finish. As a result they display restlessness and voice their boredom and dislike of having to sit around doing nothing for this period of time.

Children acquire some new knowledge and skills through a wide and stimulating range of activities and resources, which are age appropriate and meet most areas of play. They engage in art and craft activities such as, making masks, they have access to several computers and game consoles, construction equipment and dressing up clothes. They also have opportunities during holiday care to visit places of interest such as, local farms. Staff ensure children are given the freedom to make their own decisions about what they want to do and make time and give encouragement for them to repeat their activities. They are happy to store unfinished work allowing children time to finish in other sessions, which encourages children to gain confidence as they focus and develop understanding.

Helping children make a positive contribution

The provision is good.

Children are able to gain a good awareness of their local community and of the diversity of the wider world through an appropriate selection of resources and some stimulating activities that promote and reflect positive images. For example, they have opportunities to learn about the local environment through trips to the local park and places of interest and planned activities such as, welcoming visitors into their setting. For example, representatives from the Jewish and Christian communities visit and talk about their religions and lifestyles.

Children behave well and are familiar and comply with safety, health and care routines. They are encouraged to gain a good understanding of how to manage their own behaviour and are able to make lots of choices and share responsibilities for decisions about the provision. For example, they are involved in devising rules for their safety and expected behaviour and are able to give opinions on staff that are applying to work with them. Staff use appropriate strategies that encourage positive behaviour and as a result children are learning to work harmoniously and demonstrate care and concern regarding the needs of others.

Relationships with parents are professional and friendly. They are made welcome and good information is collected and shared well, which ensures they are fully aware of information on the setting and the activities that are taking place. However, although individual information on the children's day is shared verbally at the end of sessions staff have yet to implement a key worker system to promote effective communication during holiday care. Staff work effectively with parents and as a result children's individual and special needs are fully taken account of and successfully met.

Organisation

The organisation is inadequate.

Procedures which ensure that staff are appropriately recruited and vetted do not currently reflect recent changes in legislation. For example, although all present staff have all undergone appropriate criminal record checks, there are no systems in place to ensure any new staff other than the registered person and manager are fully vetted and are fit and healthy. Although adult-child ratios are upheld, and staff meet the qualification ratio of at least fifty percent being of level two. The newly appointed deputy who is left in charge on some occasions does not hold the required qualification and currently lacks appropriate experience and skills to do the job. This breach in regulation means that some staff in supervisory roles have insecure knowledge and understanding in quality childcare and in the management of the provision and are therefore unable to fully support children and other members of staff. Time and resources are appropriately organised. As a result, children are all happy, interested in their activities and are learning to play effectively together.

Most policies and procedures are clear, organised and easily accessible. However, the staff and children's registers are not completed appropriately and staff are either unaware of, or are unable to find, written guidance on some procedures to follow. For example, procedures on what to do if a child goes missing or is lost. This results in inconsistencies occurring in keeping the children safe and healthy and compromises their welfare.

Staff deploy themselves well covering all areas of the setting both inside and outside, which ensures children are supervised effectively. The registered person and practitioners have appropriate regard for the well-being of all children and show some commitment to improving the quality of the provision. For example, the manager has attended some further training on Behaviour Management and has cascaded this information down to the staff.

The provision does not meet the needs of the range of the children for whom it provides.

Improvements since the last inspection

Since the providers last inspection staff have taken positive steps to improve the health and safety of children. They have ensured the manager of the provision has appropriate level three qualifications, introduced a visitors record book to show when visitors are present. They have extended their child protection policy to include procedures in the event of an allegation being made against a staff member or volunteers and their complaints policy to include the address and telephone number of the regulator.

Staff have also taken positive steps to improve parent partnerships, which in turn results in consistency and continuity in care. They have developed systems to ensure parents are aware of their responsibilities regarding their children's attendance at group and have introduced designated staff who are responsible for specific roles when providing holiday care. For example, there is now a Special Educational Needs Co-ordinator (SENCO) and a Behaviour Management Co-ordinator.

Complaints since the last inspection

There have been no complaints made to Ofsted since 1 April 2004.

The provider is required to keep a record of complaints made by parents, which they can see by request. The complaints record may contain complaints other than those made to Ofsted.

THE QUALITY AND STANDARDS OF THE CARE

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WHAT MUST BE DONE TO SECURE FUTURE IMPROVEMENT?

The quality and standards of the care

To improve the quality and standards of care, the registered person **must** take the following actions:

- ensure written permission to administer all medication is obtained from parents before medication is given and that records are kept of all medication administered to children
- provide an action plan with timescales detailing how the deputy will obtain the required level three qualification in play work and relevant experience that will enable him to be left in sole charge of the setting
- ensure all policies and procedures, which are required for the welfare, care and learning of children are maintained appropriately and always available for inspection, with particular regard to the children and staff attendance records, and the lost or missing child policy
- develop the recruitment and vetting procedures to ensure it reflects current changes in legislation, with particular regard to Criminal Records Checks (CRB's) and ensuring staff are suitable both mentally and physically to care for children.

These actions are set out in a **notice of action to improve** and must be completed by the date specified in the notice.

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