



Shelf Out Of School Club

Inspection report for early years provision

Unique Reference Number	EY266155
Inspection date	06 April 2006
Inspector	Annette Stanger
Setting Address	Youth And Community Centre, Wade House, Shelf, Halifax, HX3 7PB
Telephone number	
E-mail	
Registered person	Locality Support Services
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?

Shelf Out of School Club is a service provided by a private organisation known as Locality Support Services and has been registered since 2003. There is an overall manager for the organisation and each out of school and holiday club is managed by a coordinator responsible for that particular setting. The setting is situated within the Youth and Community Centre in Wade House, in Shelf on the outskirts of Halifax. The children play in two rooms, one large room that is mainly used for large group games and sports, and a smaller room used for quieter activities. There are also kitchen and dining facilities. There is no outside play area, but a regular programme of outside activities is in place for the holiday club.

A maximum of 40 children may attend the out of school club at any one time. The club is open each weekday morning from 07.30 to 9.00 and after school from 15.00 to 18.00. The holiday club operates from 08.00 to 18:00. There are currently 98 children on roll, of whom approximately 63 are under 8 years of age.

Children are cared for by a team of five staff, three of whom are currently based in the provision full time. There are currently three staff that hold appropriate qualifications. The setting is participating in the Aiming High Quality Assurance Scheme.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is satisfactory.

Staff suitably promote and support most aspects of children's health. They act in the children's best interests when they are ill and clear procedures protect others from illness and infection. Medication and accident records are in place, although accident records do not include clear information about the exact location of injuries. Children have a good awareness of basic personal hygiene practices. Staff remind children of the importance of washing their hands properly, they follow established routines and wash their hands before snacks and cooking activities. However, children use a communal towel to dry their hands and this is not successful in avoiding cross infection and compromises children's health and hygiene.

Children enjoy nutritious, balanced meals and snacks appropriate to their individual needs and have independent access to drinks. The food is healthy and nutritious and includes a choice of a hot meal or a sandwich. There is also a selection of fresh fruit, such as grapes, oranges, bananas and apples, which are made available throughout the session. Children have a good awareness of healthy eating through being involved in preparing their own healthy snacks, for example, making their own fruit skewers and smoothies and tasting the end result. This practice is successful in modelling their appreciation and enjoyment of food. They also demonstrate a good knowledge of the main principles involved in healthy eating as they design posters on the subject. For example, they write and draw about the importance of five portions of fruit and vegetables a day and drinking plenty of water. Children have free and easy access to drinks of both water and dilute squash and they successfully help themselves and accommodate their own needs. Staff keep themselves updated and attend relevant training relating to being healthy, such as training on 'Teeth and well-being'.

Children enjoy physical activity, which supports their physical development and promotes a positive approach to exercise. Good use is made of the indoor space to offer children a good choice of activities, which encourage them to be healthy and active. Children particularly enjoy group games such as dodge ball, soft football and building their own dens. This builds their strength, stamina and coordination skills. Good arrangements are also in place to allow children to have some quiet time at the end of the school day, for example, as they rest and relax on the sofa and in the quiet area.

Protecting children from harm or neglect and helping them stay safe

The provision is good.

Children are cared for in a safe, secure and welcoming environment and the space is organised effectively to allow them the freedom to make safe choices and independently access opportunities. They have safe access to furniture, equipment and age appropriate resources, which conform to safety standards and are well maintained. The children's contribution to their own provision is greatly valued by staff and their artwork and creativity is attractively displayed within the setting. Files are also provided for those children who wish to keep their artwork together in a safe place, showing staff truly value children's efforts. This provides children with a sense of belonging and encourages their self-esteem. All safety equipment is in place, and daily risk assessments are successful in identifying and minimising all potential hazards to children. There are good security systems in place to protect children and staff monitor access to and from the provision. These ensure children cannot leave the premises unsupervised and there can be no unauthorised access to children.

Staff are vigilant and supervise children well. There are well designed procedures to ensure children are aware of the dangers when walking to and from school. Children wear fluorescent bibs and staff are very aware of their roles and responsibilities and deploy themselves effectively to keep children safe. Staff constantly raise children's awareness of how to keep themselves safe through gentle reminders and explanation. Children know the procedure for evacuation in an emergency and this is practised regularly with staff. This ensures they know how to vacate the premises quickly and safely in an emergency and are learning to take some responsibility for their own well-being.

Staff have a good awareness of possible signs and symptoms of abuse and of their responsibility to report such concerns in line with Local Safeguarding Children's Bureau procedures.

Helping children achieve well and enjoy what they do

The provision is good.

Children clearly enjoy the time they spend at the club and are very enthusiastic and self-assured in its welcoming environment. They value this time when they can relax or be active in accordance with their own individual needs and interests. This is clearly demonstrated on an alphabet frieze about the club that the children designed themselves. It includes positive comments about the club and is the children's own interpretation of the service.

There is a good range of well maintained resources, which are used well to interest children and develop their learning. Many children choose to take part in planned activities, such as group games of soft football and dodge ball and baking where they make and decorate Easter cakes. They also enjoy free play options and choose from a range of opportunities, such as playing on the PlayStation, relaxing and watching a film, using their imaginations in their art and craft and using large strips of material to make dens. Staff are skilful at knowing when to intervene to enhance children's play

experiences and when to allow them the freedom to sit, relax and chat with friends. Staff regularly evaluate the activities they provide to ensure they appeal to the children and offer good levels of challenge to promote their well-being and development.

Very good relationships are clearly evident and staff respond well to the children. They take time to listen as they share their achievements and experiences of the school day and respond by offering meaningful praise and encouragement. This helps build upon children's existing good levels of self-esteem and confidence. Staff are also skilled at encouraging children to contribute to their club. They clearly value children's efforts and input and welcome their ideas, acting upon these where possible to successfully accommodate children's interests. For example, they include children's activity ideas within planning and take on board their comments and suggestions. This effective approach enables children to make decisions and choices about their play, resulting in a club which they enjoy attending.

Helping children make a positive contribution

The provision is satisfactory.

Children are treated with equal concern and their individual needs are catered for. Staff liaise effectively with parents and children to ensure that children's records contain personal information, which enables appropriate care to be given. For example, each child completes their own personal profile which assists staff in finding out more about their daily routine, personal interests and aspirations. Children benefit from activities that help them to consider and value diversity, learning more about the world around them. For example, they learn through planned activities, such as those centred on Chinese New Year. However, resources which reflect positive images of culture and disability are few in number. Staff ensure that all children are included in the provision and make sure that activities are repeated on different days if necessary to allow all children the opportunity to participate, regardless of their patterns of attendance.

Children's behaviour is generally good. They cooperate well with one another, share and take turns. They have a clear understanding of the club rules which they helped to design themselves. They take turns on popular equipment, such as the PlayStation and ensure a fair allocation of time is given; a system which they effectively manage themselves. They are also very clear of safety rules for certain activities, such as dodge ball. Staff praise and encourage children frequently and act as good role models. They make sure that children do not become bored or frustrated and keep them well occupied with good activities that appeal to their interests and keep them busy and contented.

Parents are welcomed into the club by friendly, approachable staff who give them regular verbal feedback about their child's time at the club. They are provided with clear information about the setting and its policies and procedures, and parental feedback is encouraged through the use of questionnaires. Child registration forms ensure all information is obtained from parents to enable staff to provide continuity of care and cater appropriately for children's individual needs.

Organisation

The organisation is satisfactory.

Children benefit from being cared for by staff who have a good grasp of the play work principles. They work well together as a team and are clear about their individual roles and responsibilities, which means that children's safety and well-being is maintained. However, the registered person is in breach of regulations because the manager does not have a relevant qualification appropriate to the post.

Required adult to child ratios are met and provide appropriate levels of care. In response, children are settled, happy and confident within the setting.

All of the documentation is in place and includes the required detail to promote the care and welfare of children, with the exception of the accident records. Overall, the provision meets the needs of the children who attend.

Improvements since the last inspection

The previous inspection recommended that the out of school club continue to improve the staff training plan to ensure minimum qualifications are met; continue to extend and enhance the range of toys and equipment; and to encourage older children to consider the effects of their behaviour on others to ensure that the behaviour management policy is effective.

Since the last inspection there have been changes to the staff team by an appointment of a new manager. Although the manager is currently undertaking an NVQ level three, the qualification is not appropriate to the post and means that qualification requirements are not being met. This has, therefore, been raised again as an area to be addressed. The range of toys and equipment has been improved since the last inspection and this continues to take place to further enhance the provision and meet the children's ever-changing interests. The children have a clear understanding of the policy on behaviour and their involvement in designing club rules has helped them to gain a greater understanding of the effects of their behaviour on others.

Complaints since the last inspection

There are no complaints to report.

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):

- ensure accident records clearly indicate the exact position of injuries
- ensure there are appropriate hand drying facilities to promote good hygiene and successfully avoid cross infection
- develop and submit an action plan that sets out how qualification requirements will be met that are appropriate to the post of manager.

Any complaints about the inspection or the report should be made following the procedures set out in the leaflet *Building better childcare: Compliments and concerns about inspectors' judgements* which is available from Ofsted's website: www.ofsted.gov.uk