



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 322938

### INSPECTION DETAILS

Inspection Date 27/09/2004  
Inspector Name Anne Mort

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Hindsford After School Club  
Setting Address Hindsford Primary School, Lodge Road  
Atherton  
Manchester  
Lancashire  
M46 9BL

### REGISTERED PROVIDER DETAILS

Name The Committee of The Voluntary Management Committee

### ORGANISATION DETAILS

Name The Voluntary Management Committee  
Address Hindsford CE After School  
Hindsford CE Primary School, Lodge Road, Atherton  
MANCHESTER  
M46 9BL

## ABOUT THE INSPECTION

The purpose of this inspection is to assure government, parents and the public of the quality and standard of day care. When making judgements, inspectors have regard to how well the provider meets the National Standards for under Eights Day Care and Childminding. A list of these is attached. The report identifies strengths and areas for improvement.

This inspection report must be made available to all parents.

### Information about the setting

Hindsford After School Club has been operating for six years in Hindsford Primary School. It operates from the main hall, adjacent toilet facility, the baking area and Years 5 & 6 classrooms. The playground is available for outside play.

There are currently 34 children on roll.

The facility operates five days a week term time only and opens 15.15 until 18.00.

Three full time and one part time staff work with the children. Three members of staff hold child care qualifications that include N.N.E.B., N.C.F.E. Special Needs and S.T.A. (Specialist Teaching Assistant). One member of staff is currently accessing a Play worker Course and plans are in hand for other members to attend.

### How good is the Day Care?

Hindsford After School Club provides satisfactory care in Hindsford Primary School.

Children from within the school attend and staff walk with additional children to club from a nearby primary school. The correct staff and child ratio is maintained but Ofsted needs to be made aware of all new members of staff. Documentation is held in line with the National Standards with a need for some clarification and update. Staff are organised, make good use of their time and use space and resources well. They engage the children in group and one to one discussions and create a supportive environment.

The facility is suitably equipped and resourced for the age range of children who attend the club. Planning is undertaken with consideration of the needs of children after the more formal school day. All children enjoy equal opportunity in accessing the resources. They take part in a structured activity or freely choose from the toys and equipment on offer. Staff are observant of children's behaviour and are skilful in intercepting minor disagreements, also in developing a child's confidence and self-esteem.

Staff are aware of health and safety procedures. Staff provide snacks and drinks and a special dietary need would be discussed with the parent. Management are currently arranging for staff to attend courses to ensure update of knowledge and skills. There is a need to ensure there is at least one member of staff with a current first aid training certificate on the premises at any one time. Staff are aware of their

role in child protection procedures.

The facility has a good relationship with parents. An information booklet and termly newsletters are made available to them that details the aims and objectives of the facility. There are plans to use part of the display notice board to make parents more aware of club's policies, procedures and other, topical information.

#### **What has improved since the last inspection?**

At the last inspection there was a need to establish some paperwork, and conduct a risk assessment of the premises. Partnership with parents has been improved in the paperwork now held. The safety of children has been promoted in that risk assessments of the premises and equipment have been undertaken.

#### **What is being done well?**

- Staff present a range of activities that are easily accessed by the children, for example arts and crafts, construction, drawing materials.
- Staff are thoughtful in their organisation of resources that younger and older children can play in separate groups and have suitable physical space to allow freedom of movement with their chosen activity, for example in the use of "K'Nex" construction equipment.
- Staff are skilful in maintaining children's interest and understanding by sharing stimulating conversation with them and joining in the games, explaining the rules and strategies children can use.
- Staff plan special activities in advance to ensure suitable and sufficient materials will be available, for example, Christmas resources had been delivered and were being checked on day of inspection.

#### **What needs to be improved?**

- the procedures to ensure Ofsted is fully informed of the appointment of new members of staff and clarification as to who currently manages the club
- the paperwork to ensure update and clarification
- the arrangements to ensure a member of staff with a current first aid certificate is present on the premises at any one time.

#### **Outcome of the inspection**

Satisfactory

## CONDITIONS OF REGISTRATION

*All registered persons must comply with all conditions of registration included on his/her certificate of registration.*

*As a result of this inspection conditions of registration have been imposed / varied / removed and a new certificate of registration will be issued.*

## WHAT NEEDS TO BE DONE NEXT?

### The Registered Person must take the following actions by the date shown

| Std | Action   | Date       |
|-----|--|------------|
| 1   | Confirm in writing to Ofsted details of all committee and staff members and inform if relevant vetting checks have been carried out. | 31/10/2004 |
| 1   | Clarify in writing to Ofsted the name of the person who is deemed to be the manager of the out of school club.                       | 31/10/2002 |

### The Registered Person should have regard to the following recommendations by the time of the next inspection

| Std | Recommendation   |
|-----|--|
| 7   | Arrange first aid training to ensure a member of staff holding a suitable current first aid certificate is present on site at any one time.  |
| 14  | Update paperwork, to obtain written permission from parents that staff can seek emergency medical advice for a child, that parents are informed of Ofsted contact details and that guidelines are in place that inform of the procedures to be followed should there be an allegation against a member of staff. |
| 14  | Establish in writing the procedures that will be followed in the event of a child not being collected or becoming lost.  |

## **SUMMARY OF NATIONAL STANDARDS**

### **STANDARD 1 - SUITABLE PERSON**

*Adults providing day care, looking after children or having unsupervised access to them are suitable to do so.*

### **STANDARD 2 - ORGANISATION**

*The registered person meets required adult: child ratios, ensures that training and qualifications requirements are met and organises space and resources to meet the children's needs effectively.*

### **STANDARD 3 - CARE, LEARNING AND PLAY**

*The registered person meets children's individual needs and promotes their welfare. They plan and provide activities and play opportunities to develop children's emotional, physical, social and intellectual capabilities.*

### **STANDARD 4 - PHYSICAL ENVIRONMENT**

*The premises are safe, secure and suitable for their purpose. They provide adequate space in an appropriate location, are welcoming to children and offer access to the necessary facilities for a range of activities which promote their development.*

### **STANDARD 5 - EQUIPMENT**

*Furniture, equipment and toys are provided which are appropriate for their purpose and help to create an accessible and stimulating environment. They are of suitable design and condition, well maintained and conform to safety standards.*

### **STANDARD 6 - SAFETY**

*The registered person takes positive steps to promote safety within the setting and on outings and ensures proper precautions are taken to prevent accidents.*

### **STANDARD 7 - HEALTH**

*The registered person promotes the good health of children and takes positive steps to prevent the spread of infection and appropriate measures when they are ill.*

### **STANDARD 8 - FOOD AND DRINK**

*Children are provided with regular drinks and food in adequate quantities for their needs. Food and drink is properly prepared, nutritious and complies with dietary and religious requirements.*

### **STANDARD 9 - EQUAL OPPORTUNITIES**

*The registered person and staff actively promote equality of opportunity and anti-discriminatory practice for all children.*

### **STANDARD 10 - SPECIAL NEEDS (INCLUDING SPECIAL EDUCATIONAL NEEDS AND DISABILITIES)**

*The registered person is aware that some children may have special needs and is*

*proactive in ensuring that appropriate action can be taken when such a child is identified or admitted to the provision. Steps are taken to promote the welfare and development of the child within the setting in partnership with the parents and other relevant parties.*

#### **STANDARD 11 - BEHAVIOUR**

*Adults caring for children in the provision are able to manage a wide range of children's behaviour in a way which promotes their welfare and development.*

#### **STANDARD 12 - WORKING IN PARTNERSHIP WITH PARENTS AND CARERS**

*The registered person and staff work in partnership with parents and to meet the needs of the children, both individually and as a group. Information is shared.*

#### **STANDARD 13 - CHILD PROTECTION**

*The registered person complies with local child protection procedures approved by the Area Child Protection Committee and ensures that all adults working and looking after children in the provision are able to put the procedures into practice.*

#### **STANDARD 14 - DOCUMENTATION**

*Records, policies and procedures which are required for the efficient and safe management of the provision, or to promote the welfare, care and learning of children are maintained. Records about individual children are shared with the child's parent.*