



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 148663

### INSPECTION DETAILS

Inspection Date 04/08/2003  
Inspector Name Anne Jeanette Faithfull

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Loddon Out Of School Club  
Setting Address Loddon Junior School  
Hillside Road, Earley  
Reading  
Berkshire  
RG6 7LP

### REGISTERED PROVIDER DETAILS

Name The Committee of Loddon Out of School Club

### ORGANISATION DETAILS

Name Loddon Out of School Club  
Address 52 Clivedale Road  
Woodley  
Reading  
Berkshire  
RG5 3RD

## 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

The Loddon Out of School Club is situated in the grounds of Loddon Junior School .The out of school club consists of a breakfast club which opens from 8.00 to 8.50, Monday to Friday term time only, after school club from 15.30 to 18.00, Monday to Friday term time only and holiday club which is open school holidays 8.00 to 18.00 Monday to Friday. The club uses the dining area, school hall, and the school grounds. Children from the school and the local community attend the clubs. The club has been running for many years.

The out of school club may care for no more than 32 children from 3 years to under 8 years at any one time, the holiday club also has children up to the age of 11 years old attending. Four members of staff work with the children, two members of staff have current first aid qualifications, and three members of staff have relevant childcare qualifications and experience.

### How good is the Day Care?

The Loddon Out of School Club offers satisfactory care for children.

Staff provide a warm and welcoming environment for the children. Activities and resources provided are interesting, varied and suitable for the ages of the children attending, the children have the opportunity to contribute their ideas and suggestions for activities. Staff make good use of the areas available to them including the outdoor area.

The children are encouraged by the staff to be aware of health and hygiene issues, all staff are aware of most safety issues. The majority of staff have first aid qualifications. The staff have strategies in place to deal with behaviour issues, the children respond positively to these and any other request made by staff. The staff are aware of the individual needs of the children, however they have a limited knowledge of child protection issues and procedures.

The staff have a good relationship with parents, information and concerns are exchanged when required. The complaints procedure for parents and other policies and procedures are being updated.

### What has improved since the last inspection?

Not applicable.

### What is being done well?

- Activities and resources provided are suitable for the children attending. Staff involve the children in decisions about their club.
- Staff provide a warm and welcoming environment for the children.
- Children respond well to strategies in place to deal with behaviour issues.

### What needs to be improved?

- the procedure to record children's arrival and departure times
- the procedures to be followed if a child was to be lost
- a procedure for any outings undertaken
- the procedures in the event of a fire
- the procedure to record medication given
- the procedures for parents to make a complaint
- staff's knowledge of child protection issues and procedures.

### 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       |
|-----|--|------------|
| 2   | devise and implement a procedure to be followed in the event of a child being lost.                          | 30/11/2003 |
| 6   | Devise and implement a procedure to be followed in the event of a fire and to include staff responsibilities | 30/09/2003 |
| 13  | Devise a statement of child protection arrangements  | 30/11/2003 |

|  |   |  |
|--|---|--|
|  | and develop staff's knowledge and understanding of child protection issues and procedures |  |
|--|---|--|

| <b>The Registered Person should have regard to the following recommendations by the time of the next inspection</b> |   |
|---|---|
| <b>Std</b>  | <b>Recommendation</b>   |
| 2   | Ensure times of arrival and departure of children are recorded.                 |
| 6   | Devise and implement a procedure for any outings undertaken.                    |
| 7   | Ensure medication forms record the dose of medication given by member of staff. |
| 12  | ensure the complaints procedure contains the Ofsted number.                     |

## **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.*