



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 122704

INSPECTION DETAILS

Inspection Date	13/04/2004
Inspector Name	Joanne Lindsey Caswell

SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	MEATH GREEN OUT OF SCHOOL CHILDCARE
Setting Address	Meath Green Infant School Kiln Lane Horley Surrey RH6 8JG

REGISTERED PROVIDER DETAILS

Name	The Committee of Meath Green Out of School Childcare
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ORGANISATION DETAILS

Name	Meath Green Out of School Childcare
Address	Meath Green After School Club Meath Green Infant School, Kiln Lane Horley Surrey RH6 8JG

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

Meath Green Out of School Childcare opened in 1999. It incorporates Meath Green after school club and Meath Green holiday club and operates from Meath Green Infants School, in Horley, Surrey. Children have access to a large school hall, adjoining classroom and toilets. A large playground and grassed areas -including an adventure playground, provide extensive outdoor play facilities. Children who do not attend either of the Meath Green schools are able to attend the holiday club.

The club is registered to provide out of school care for children aged from four to eight years. Older children are also able to attend and are included in the numbers. Staff have experience in supporting children with special educational needs.

The club opens, Monday to Friday, during term time from 15:05 to 17:45 and during all school holidays from 08:00 to 17:45. Children are able to attend for a variety of sessions, either on a full time or part time basis.

A team of 12 staff work with the children. Four members of staff hold early years/playwork qualifications. Several members of staff are currently undertaking NVQ level 3 training and seven members of staff hold first aid certificates. All staff are experienced in working with young children and many staff have attended short courses associated with playwork.

The club is a member of the Kids Club Network.

How good is the Day Care?

Meath Green School Out of School Childcare provides satisfactory care for children. The inspection took place while the holiday club was operating. Staff are experienced play workers, who have completed relevant training and are committed to improving their knowledge and skills. The club is managed effectively and good procedures are in place to cover staff absence. The premises are well-maintained and organised appropriately to enable children to access a range of activities, both inside and outside. Resources are plentiful, of good quality and children can access them easily. Regulatory documentation is in place, although some policies need amending.

Staff demonstrate a high awareness of health and safety issues and procedures are frequently reviewed and updated. Relevant precautions are taken throughout the

premises to safeguard children and minimise risk. However, current procedures for passing information from school staff to parents regarding children's needs are, at times, not used effectively. Staff are aware of children's dietary requirements and meet these accordingly. Staff have a very clear understanding of the importance of equal opportunities and special needs care and promote this positively in all areas of daily practice. Staff are very knowledgeable of their responsibilities regarding child protection.

A good range of fun activities is provided and children are able to participate in both structured activity and free play of their own choice. Children's behaviour is managed well and staff are committed to promoting a positive and fair environment and set a good example to children.

Staff provide a welcoming environment for parents and ensure all relevant information is exchanged. Parental feedback is welcomed and staff ensure sufficient time is set aside for parents to discuss any issues or concerns. At present, there is no formal written complaints procedure.

What has improved since the last inspection?

not applicable

What is being done well?

- Staff plan a varied range of play opportunities and activities, enabling children freedom of choice and independence to make their own decisions and initiate their own play.
- Staff interaction is very good and children relate well to members of staff and approach them confidently.
- Staff provide a very happy, relaxed and friendly environment, in which children can socialise with children of differing age groups within a safe and secure setting.
- Staff meet children's individual needs very well. Specific needs are identified and addressed by all staff to enable children to participate fully in all activities on offer to them.

What needs to be improved?

- the provision of documentation to provide written policies for: i) the procedures to be followed in the event of a lost or uncollected child ii) the procedures for making a complaint iii) health and safety policy regarding the care and exclusion of sick children iv) policy for supporting children with special educational needs
- the methods for devising policies, to ensure they clearly relate to the out of school club and ensuring all club staff are familiar with them and implement them in daily practice

- the method for exchanging information regarding children's needs between school staff, club staff and parents.

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 a policy for the procedure to be followed in the event of a child being lost or uncollected.	14/05/2004
12	Devise a written complaints procedure, including full details of the regulator, and make available to parents/carers	14/05/2004

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

Std	Recommendation
7	Devise and implement written policies for the exclusion of sick and infectious children and the club's procedure for managing children's health needs.
7	Improve the method of exchanging information from school staff to parents regarding children's specific needs. eg. the recording of accidents which happen during school hours.
10	Devise a full policy relating to the club's management of children with special educational needs, including premises accessibility.
14	Ensure all policy documents clearly relate to out of school care and are read and implemented by staff.

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.