



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 159680

INSPECTION DETAILS

Inspection Date 17/09/2003
Inspector Name Maggie Ferris

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Sonning C of E Out of School Club
Setting Address Sonning C of E Primary School
Liguge Way, Sonning-on-Thames
Reading
Berkshire
RG4 6XF

REGISTERED PROVIDER DETAILS

Name The Committee of Sonning C of E Out of School Club

ORGANISATION DETAILS

Name Sonning C of E Out of School Club
Address Sonning C of E Primary School
Liguge Way, Sonning-on-Thames
Reading
Berkshire
RG4 6XF

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

Sonning After School Club has been registered since 2001.

The group meets at Sonning Church of England Primary School in Sonning. They are open from Monday to Friday 3:15 to 18:00, term time only. They are registered to care for a maximum of 24 children aged 5 to under 8 years. Children aged between 8 and 11 also attend the club. The children attending the group all attend Sonning C of E Primary school.

There are four members of staff, they work on a rota basis ensuring that at least two members of staff are on duty at all times. All hold a relevant first aid qualification, one member of staff is qualified and two are working towards appropriate childcare qualifications.

How good is the Day Care?

Sonning C of E Out of School Club provide satisfactory care for children.

The premises are made welcoming to children and parents and good use is made of the space. There is a limited range of toys and equipment. As resources and activities do not meet the needs of all of the children, this leads to some disruptive behaviour. All children have access to all of the toys and activities on offer but only a limited amount is made available to the children during the session, children's choice of activity is restricted.

Children are well supervised when playing in the grounds and the staff give safety a high priority. The group take most of the necessary steps to promote children's health although there are areas of documentation which need to be improved.

Staff know the children well and spend time talking and listening to them. They are not consistent when managing children's behaviour, the behaviour of some of the children is disruptive. The positive behaviour management strategies outlined in the behaviour management policy are not always followed by staff.

Partnerships with parents are good. Information is shared through the enrolment form and opportunities for discussion when the parent is in the group. There is an information leaflet and a notice board for parents, the group need to ensure parents receive all of the necessary information.

What has improved since the last inspection?

At the last inspection no actions or recommendations were made.

What is being done well?

- Staff know the children well, they spend time talking and listening to them.
- The staff make good use of the premises, using the space well to meet the needs of the children. They provide quiet areas for children who wish to rest or do their homework.
- The staff take positive steps to ensure the children's safety whilst in the club. The health and safety policy and risk assessment procedures are followed and help to identify and reduce hazards both in and outside. Staff actively promote good hygiene.
- All children are valued, included and have access to all of the equipment and activities available. Children's individual needs are met.
- Documentation is well organised and easily accessible. Confidentiality is maintained.
- Relationships with parents are good. Parents receive regular information about the group and its activities.

What needs to be improved?

- resources to ensure the needs of all of the children are being met;
- planning and provision of activities to ensure children have a choice of appropriate activities;
- staff awareness and understanding of positive behaviour management strategies;
- staff knowledge and understanding of child protection issues;
- registration system to ensure children under eight years can be easily identified and that children's time of departure is recorded;
- documentation to ensure that: a record is maintained of any medication administered; a record is maintained of any significant issues, and shared with parents; the complaints policy includes details of the registering authority; all records relating to the group are readily accessible and are on the premises at all times.

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
3	ensure that a sufficient range and balance of activities is available for children	10/12/2003
5	provide a suitable range of toys and activities, in order to meet the needs of children from 5 to under 8 years	01/01/2004
11	develop staff's awareness and understanding of effective ways to manage children's behaviour, taking into account their age and stage of development	10/12/2003
13	ensure staff protect themselves from possible allegations of abuse	10/12/2003

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

Std	Recommendation
2	ensure registration records the children's time of departure
2	develop registration system to identify which children are aged under eight years.
7	devise and implement a method to record any medication administered in the group.
11	keep a sufficiently detailed record of significant issues and share this with parents
12	ensure the complaints procedure includes details of the registering authority.
13	develop staff's knowledge and understanding of child protection issues
14	ensure that all records relating to day care activities are readily accessible on the premises and available for inspection at all times

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.