



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 403585

### INSPECTION DETAILS

Inspection Date 01/03/2005  
Inspector Name Anne Urwin

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Eatock Care Club  
Setting Address Eatock County Primary School  
St George's Avenue  
Westhoughton  
Bolton  
BL5 2ER

### REGISTERED PROVIDER DETAILS

Name Miss . Eatock Care Club Committee

## 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

Eatock Care Club Out Of School Service (OOSS) was registered in 1998. The provision is sited in Eatock County Primary School. Roadside parking is available outside the school. Children have access to the community room and the main school hall. In addition, children have access to suitable toilet and hand washing facilities and to the school playground for outdoor activities.

There is a staffing group of five full-time staff. The Manager is suitably qualified and experienced and holds an NVQ Level 3 in both Playwork and Child Care and Education. The Deputy Manager is qualified to Level 2 and holds an NVQ Level 2 in Child Care and Education. Of the three remaining full-time staff, two are currently working towards an NVQ Level 2 qualification in Child Care and Education.

The provision offers Out Of School Care from 07:45 to 08:50 and from 15:15 to 18:00 each week day during term time. The provision also offers a holiday play scheme during all school holidays.

At the time of this inspection, there are 61 children on the register for before and after school care.

### How good is the Day Care?

The standard of care in this setting is satisfactory. The manager is aware of the National Standards for Out of School Care and twelve of the standards are met. Some of the standards are well met with clear benefits to children and their parents. Standards two and six have been judged unsatisfactory as a result of this inspection because actions raised at the last inspection about organisational and safety issues have not been satisfactorily addressed. The manager needs to ensure that she has evidence of a satisfactory police clearance for each staff member, arrangements to deputise are effective, minimum staffing ratios are maintained at all times, there are effective systems in place to ensure the security of the provision and the safe collection of children, there are effective arrangements to clean the boys toilets, and all the required documentation is on file and available for inspection.

Available space is well organised. Children are offered a range of stimulating and age appropriate out of school activities in a welcoming and child friendly environment. Activities on offer provide children with the opportunity to develop in all areas but are also flexible and appropriate to an out of school setting. Staff respond

to the children with warmth and children appear settled and content in their setting. Children are offered a healthy and nutritious menu of snacks.

Children have access to a range of stimulating toys and equipment stored for easy access. Children are encouraged to choose toys and activities and do so with confidence.

Children's individual needs are well understood and consistently well met. Children are encouraged to treat each other with kindness and consideration. Children's behaviour is managed appropriately, calmly and consistently.

Staff have experience of caring for children with special needs.

Parents are welcomed into the provision.

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

The last inspection carried out at this provision generated thirteen actions. Of these, four related to organisational issues including the requirement for confirmation of satisfactory vetting for all staff, four to documentation and five to health and safety issues.

The registered provider has successfully addressed nine of these issues, improving organisation by ensuring that there is a suitably qualified and experienced person in charge, and offering parents access to policies and procedures for the setting. Health and safety improvements have resulted from action to keep spare electrical sockets safe, to ensure that the emergency escape plan is practiced, to ensure that staff preparing food comply with food safety regulations and to ensure that staff required to administer specialist medication are appropriately trained. Documentation has been improved by the introduction of staff records, an attendance register, which includes times of arrival and departure for each child and signed parental consent to administer medication.

The actions raised at the last inspection but not satisfactorily addressed are raised again in this report.

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

- The available space is well organised. Children are offered a range of stimulating and age appropriate out of school activities in a welcoming and child friendly environment. Activities on offer provide children with the opportunity to develop in all areas but are also flexible and appropriate to an out of school setting. Staff respond to the children with warmth and interest. Children appear settled and content in their setting. Children are offered a healthy and nutritious menu of snacks, which include fresh fruit.
- Children have access to a range of stimulating toys and equipment stored for easy access. Children are encouraged to choose toys and activities and do so with confidence. Toys are rotated to maintain stimulation levels.

- Children's individual needs are well understood and consistently well met. Children are encouraged to treat each other with kindness and consideration and to play co-operatively and share. They generally do so without prompting.
- Children's behaviour is managed appropriately, calmly and consistently. Children are aware of the boundaries and of the expectations placed upon them in terms of their behaviour. They respond well to staff and are generally well behaved.
- Staff have experience of caring for children with special needs and there is a positive attitude towards the provision of such care.
- Parents are welcomed into the provision by staff who are approachable.

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

- arrangements to ensure that evidence of satisfactory vetting is held on file for each staff member and is available for inspection
- arrangements to ensure that procedures to deputise are effective
- arrangements to ensure that there is a written procedure to be followed for a lost or uncollected child
- arrangements to ensure that minimum staffing ratios are maintained at all times
- documentation to evidence the evaluation of activities
- arrangements to ensure that the boys toilets are clean and suitable for use at the start of the after school session
- arrangements to ensure that the premises are secure and that effective systems are in place for the safe collection of children
- arrangements to ensure that there is a written outings procedure for the provision
- documentation to evidence parental access to policies and procedures
- arrangements to ensure that all the required documentation is readily available for inspection.

#### **PREVIOUS COMPLAINTS (This section applies only to inspections carried out from September 2004. The complaint record relates to complaints from the last inspection or 1st April 2004 whichever is later.)**

There are no complaints to report.

#### **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	Provide Ofsted with a written action plan detailing how procedures to deputise will be made effective.	04/04/2005
6	Provide Ofsted with an action plan detailing how the provision will be made secure and what effective systems will be put into place to ensure the safe collection of children.	04/04/2005

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

Std	Recommendation
1	Provide Ofsted with written evidence of a satisfactory police clearance for each staff member.
2	Ensure that minimum staffing ratios are maintained at all times.
2	Ensure that there is a written procedure for lost or uncollected children.
3	Give consideration to recording how activities are evaluated for their effectiveness.
4	Ensure that there are effective arrangements to ensure that the boys toilets are clean and suitable for use at the start of the after school session.
6	Ensure that there is an outings procedure for the provision.
12	Give consideration to the way in which parental access to policies and procedures for the provision can be evidenced.
14	Ensure that records and documentation are readily available for inspection.

## **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.*