



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN EY242227

INSPECTION DETAILS

Inspection Date 11/11/2003
Inspector Name Pam Hill

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name St Johns Out of School Club
Setting Address St Johns Primary School
Godley Lane, Rishworth
Sowerby Bridge
HX6 4QR

REGISTERED PROVIDER DETAILS

Name The Committee of St Johns After Care

ORGANISATION DETAILS

Name St Johns After Care
Address St Johns Primary School
Godley Lane, Rishworth
Sowerby Bridge
HX6 4QR

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

St Johns After School Club opened in 1993. It operates from a portacabin in the grounds of St John's J & I School in Rishworth, near Sowerby Bridge. The Out Of School Club provides before and after school care for children attending the school and have use of the school playground for outdoor play.

There are 26 children currently on roll. This includes children aged over eight years. No children with special needs or English as an additional language currently attend the club.

The group opens five days a week during school term times. Sessions are from 08:00 to 09:00 and 15:00 until 18:00 and children are able to attend a variety of sessions.

Four staff work with the children. One member of staff has an early years qualification to NVQ level 3. The setting receives support from the Early Years Development and Childcare Partnership (EYDCP).

How good is the Day Care?

St Johns After School Club provides satisfactory care for children with some good aspects. The group is located in a designated area between classrooms within St Johns Junior and Infant School and a portacabin on the school grounds. Areas used are warm, clean and the group have sole use during opening times although space to display information is limited. Space within the setting is generally used effectively and outdoor play is accessed through use of the school playground. The group has a good range of resources, although these are not always used effectively and do not fully promote positive images. Staff training is being addressed to ensure minimum staff qualifications are met. However, systems to monitor staff training needs require further development. The majority of required documentation is in place, although some policies require additional detail.

Staff are aware of the majority of hazards and recent risk assessments have been undertaken. However, these must be extended further, and systems to record fire evacuations need to be improved. Staff are aware of the systems in place to administer medication and record accidents. The majority of staff have up to date first aid training and are aware of the need to protect children in their care. They have a good understanding of the children's individual needs relating to personal

care including allergies and actively promote the children's personal hygiene routines.

Staff interact well with the children, are attentive and encourage children to have a positive regard for each other. Children are familiar with routines and receive clear guidance regarding acceptable behaviour through good role models. Activity planning requires further detail and thought, although staff make available resources requested by the children daily.

The club has a positive relationship with parents. Information is exchanged regularly both verbally and in written form.

What has improved since the last inspection?

At the last inspection, the group agreed to address several issues relating to documentation including developing further the special needs policy, complaints procedure, medication policy and recording visitors. All policies have been written and provide parents with an outline of the groups working practices. A facility is in place to record visitors. However, this is not used effectively.

The group also agreed to promote the children's safety through the safe storage of medication, recording of accidents, risk assessments in relation to the outdoor play area and the checking of fire equipment. Medication is now stored either in the fridge or in a high cupboard in the kitchen and both areas are only accessed by the children under adult supervision. Accidents are recorded in detail and fire equipment checked annually. Risk assessments have been undertaken relating to the outdoor play area. However, these do not effectively minimise risks and promote safety.

In addition, the group also agreed to plan play opportunities, provide a rest area for the children, make drinking water available, ensure a first aider is on the premises at all times and maintain details of staff on the premises. Activity plans are in place. However, these require further development to outline resources available to the children at each session. Bean bags are now available for children to rest and access to water is improved through a water dispenser fitted within the playroom. The play leader who is present at each session has an up to date first aid certificate and details of all staff are kept on the premises.

What is being done well?

- The staff interact well with the children, set a good example and provide clear guidelines regarding acceptable behaviour.
- The staff have a good understanding of the children's individual needs including routines and allergies, gathered through information exchanged with parents and close links with the school.
- Systems to ensure the premises are secure are effective and the staff actively promote good hygiene routines.

What needs to be improved?

- the documentation to ensure the child protection statement and behaviour management policy include all relevant detail
- the children's safety through recording visitors, ensuring a written record is kept of evacuation practices, and plans that effectively identify and reduce risks relating to use of the outdoor play area
- the systems to ensure staff receive an induction and that their training needs are effectively monitored and met
- the range of resources to positively reflect issues surrounding disabilities and gender
- documentation to ensure activity plans are detailed and outline a varied programme of play.

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	Develop an action plan that sets out how staff training and qualification requirements outlined in the National Standards for Out of school care will be monitored and met, including an induction programme for all new staff.	18/01/2004
6	Meet any recommendations made by the Fire Safety Officer (in this case a Fire Log Book)	18/01/2004
6	conduct a risk assessment on the premises identifying actions to be taken to effectively minimize risks relating to supervision of the children when using the outdoor play area and allowing visitors access to the premises.	18/01/2004
14	Further develop policies and procedures ensuring	18/01/2004

	the child protection statement includes the procedure to follow in the event of allegations being made against staff or volunteers; and the behaviour management policy includes a statement on bullying	
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The Registered Person should have regard to the following recommendations by the time of the next inspection

Std	Recommendation
3	Further develop activity plans to outline play opportunities available at each session that are appropriate to the ages and interests of the children.
9	Ensure that children have an appropriate range of activities and resources that promote equality of opportunity and anti-discriminatory practice paying particular attention to issues surrounding disabilities and gender

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.