



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 116242

INSPECTION DETAILS

Inspection Date 14/07/2003
Inspector Name Deborah Jane Slatter

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Wellington After School Care
Setting Address Sutton Lane
Hounslow
Middlesex
TW3 4LB

REGISTERED PROVIDER DETAILS

Name The Committee of Wellington After School Care

ORGANISATION DETAILS

Name Wellington After School Care
Address Sutton Lane
Hounslow
Middlesex
TW3 4LB

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

Wellington After School Club is based in Wellington Primary School in the main hall. The after school club has been registered since April 1993. It caters for children who attend Wellington Primary School.

The scheme is managed by a parent committee.

The scheme provides a breakfast club from 08:00 to 09:00 and an after school club from 15:00 to 17:45 term time only on school days.

The children who attend the club come from a wide, varied diverse community and this is also reflected within the staff team. There are currently no children who attend with special educational needs.

How good is the Day Care?

Wellington Out of School Care Scheme provides satisfactory care for children aged 4 to 8 years.

The organisation of the scheme is developing through the input of the parent committee and the staff group, with the drawing up and implementation of policies and procedures and record keeping to ensure the smooth operation of the scheme for the children. Some of the paperwork has yet to be finalised and implemented and some lacks the required detail.

The playleader is working towards a level 3 qualification, having almost completed the level 2. None of the other staff currently hold a relevant child care qualification.

There is a good awareness of safety and hygiene. Procedures are in place to ensure the children are accounted for as they move from classroom to care scheme and when going out into the playground. Effective hygiene practices are in place and children are encouraged to be involved in these.

The staff plan a flexible programme of activities for the children and the children are able to make their own choices about play and learning. The staff have a good relationship with the children, talking with and listening to them in a positive and encouraging manner to which the children respond. The children are well behaved.

There is a good partnership with parents and carers. Procedures and practices are

in place to ensure parents are informed about their children and involved in the operation of the scheme.

What has improved since the last inspection?

At the last inspection the out of school care scheme agreed to maintain a record of children's arrival times; conduct risk assessments and keep a record; cover electrical sockets; provide a range of activities to promote equality of opportunity and draw up policies on child protection, special needs, sickness and the administration of medication.

A register is kept showing children's arrival and departure times; covers are now in place on all electrical sockets; a range of activities is incorporated into the planning, so that children are made aware of diversity; risk assessment forms are available but are not in use; policies have been drawn up and implemented with regard to child protection, sickness and the administration of medication; a draft special needs statement has been drawn up, but needs to be extended and ratified by the committee.

What is being done well?

- There is a comprehensive health and safety policy. Staff give high priority to the children's safety, escorting them between the club and classroom and to the toilet and working as a team to ensure the children are supervised at all times. Staff have good hygiene practices in which the children are involved, knowing when to wash their hands and helping to clean after the snack.
- Children know the boundaries for behaviour and respond well to requests to put out and tidy away toys and clean the tables. Staff actively encourage the children to share and take turns. The children play well together.
- There is a good relationship with the parents and carers. There is an active parent committee and parents are kept informed through daily discussion with the staff and through regular newsletters.

What needs to be improved?

- the number of staff qualified to NVQ level 2, to meet the 50% requirement.
- the documentation, to include written risk assessments, a special needs statement and more detail in the accident book.
- the reviewing and updating of policies and procedures, so that there is consistency between the two files held.

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 and implement an action plan detailing how at least half of the childcare staff will hold a level 2 qualification in childcare	30/09/2003

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

Std	Recommendation
6	maintain a written record of risk assessments on the premises, identifying action(s) to be taken to minimize identified risks.
7	record full details of all accidents that occur on the premises, to include time of accident and type and location of any injury.
10	devise and make available to parents, a written statement on special needs which is consistent with current legislation and guidance. Ensure that this is understood and implemented by all staff
14	review and update policy document files so that there is consistency between the two files held.

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.