



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 119931

INSPECTION DETAILS

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| Inspection Date | 19/08/2003 |
| Inspector Name | Patricia Jane Daniels |

SETTING DETAILS

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| Day Care Type | Out of School Day Care, Creche Day Care |
| Setting Name | Arena Leisure Centre |
| Setting Address | Grand Avenue Camberley Surrey GU15 3QH |

REGISTERED PROVIDER DETAILS

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| Name | D.C. Leisure Management |
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ORGANISATION DETAILS

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| Name | D.C. Leisure Management |
| Address | 2 Freemantle Road Bagshot Surrey GU19 5LL |

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

Arena Leisure operates a holiday play scheme and a crèche in the leisure centre premises.

The premises are situated in the centre of Camberley.

The holiday playscheme is open during the school holidays. Children make use of the centre and are based in a variety of rooms throughout the day. There are opportunities to use the centre facilities, including the swimming pool. Food is provided, with a choice of menu offered.

The crèche is open daily throughout the year. Priority is given to leisure centre users. A snack and drink is provided. Parents supply breakfasts, lunches and baby milk.

Both the playscheme and crèche have experience of caring for children with special needs.

How good is the Day Care?

Arena Leisure Centre provides a satisfactory standard of care for children.

The person in charge of the crèche holds a relevant childcare qualification. However, the person in charge of the holiday play scheme does not and there are insufficient numbers of qualified staff. An action plan is in place to address this. In both settings the children are grouped appropriately. Space within the crèche is well organised to provide different areas to meet the children's needs. Children attending the playscheme visit areas within the centre, but do not have the opportunity to play outside. Both settings have a reasonable range of toys and equipment, although the holiday playscheme does not offer books for the children. Some of the required documentation has not been provided.

Staff have a reasonable awareness of safety issues and have identified some potential hazards. The staff in the playscheme have systems in place to ensure the safety of the children within a premises shared by the public. Staff encourage the children to have an awareness of personal hygiene. Both the playscheme and the crèche have experience of caring for children with special needs. Staff have an understanding of child protection issues, although they are unclear about the policies and procedures in place.

The playscheme provides a variety of organised and free play activities and staff involve themselves in the children's play. The crèche offers a range of play opportunities, staffing arrangements ensure continuity of care for babies. In both settings the staff have a good understanding of the appropriate methods to use when managing children's behaviour.

Staff in the crèche make time to talk with parents and exchange information about the children. The holiday playscheme provides a leaflet giving information about the provision. A complaints procedure is not in place.

What has improved since the last inspection?

At the last inspection, a risk assessment was required for the playscheme. This has been provided, although areas still need to be assessed in more detail.

Staff handling food were required to have a working knowledge of food handlers recommendations. This is now in place.

Staff/child ratios within the playscheme were identified to be maintained at the required level. This is maintained.

An action plan showing how the provider would meet the criteria for staff qualifications in the playscheme was requested. This has not been provided.

Required policies and procedures were requested. These have not been provided.

What is being done well?

- The crèche is well organised. Staff have a good understanding of their roles and responsibilities and meet the children's needs effectively.
- Staff are deployed appropriately in the crèche and consult parents about children's individual routines. Babies receive continuity of care.
- Staff in the playscheme involve themselves in the children's play and build positive relationships with the children. The children's play and developing self esteem is supported and promoted.
- In both areas the staff use appropriate strategies for behaviour management. The children become aware of what is expected of them.

What needs to be improved?

- the documentation, to meet requirements
- the levels of qualified staff within the playscheme
- the system for practising fire drills
- the ratio of adults to children during swimming activities
- the opportunities for outdoor play in the playscheme

- the staff's understanding of child protection issues

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 |
|-----|--|------------|
| 14 | Provide a statement of procedure to be followed if a parent fails to collect a child or if a child is lost. | 04/03/2004 |
| 14 | Provide a record of any medicinal product administered and of parent's consent. | 04/03/2004 |
| 14 | Provide a statement of procedure to be followed in the event of a fire or accident. | 04/03/2004 |
| 14 | Provide a statement of procedure to be followed where a parents has a complaint about the service provided by the registered person. | 04/03/2004 |
| 14 | Provide a daily record of children's attendance detailing times of arrival and departure. | 04/03/2004 |

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

| Std | Recommendation |
|-----|--|
| 2 | Develop an action plan that sets out how staff training and qualification requirements will be met. |
| 4 | Provide opportunities for children attending the playscheme to play outside during the day. |
| 6 | Practise regular fire drills in accordance with the recommendations made by the fire safety officer. |
| 6 | Ensure that the ratio of adults to children during swimming conforms to current health and safety regulations. |
| 13 | Keep a record of existing injuries, signed by parents (playscheme). |

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| 13 | Develop staff's knowledge and understanding of child protection issues. |
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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.