



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 502200

INSPECTION DETAILS

Inspection Date	22/02/2005
Inspector Name	Wendy Fitton

SETTING DETAILS

Day Care Type	Full Day Care
Setting Name	St. Paul's Out of School Club
Setting Address	St. Paul's Institute Plantation Street Accrington Lancashire BB5 6RT

REGISTERED PROVIDER DETAILS

Name	The Committee of St. Paul's District Church Council
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ORGANISATION DETAILS

Name	St. Paul's District Church Council
Address	St. Paul's Institute Plantation Street Accrington Lancashire BB5 6RT

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 Paul's Out of School Club has been registered since 2001 and is registered under a Management Committee. The group operates from St Paul's Institute on Plantation Street in Accrington, Lancashire.

The group provides after school care for 20 children aged from four years up to eight years. There are 16 children on roll who attend the Benjamin Hargreaves Primary School that is situated across the road from the after school club.

Children have access to the main hall area, a small rear room, outdoor playing fields and toilet facilities. A kitchen area is available for preparing drinks and snacks.

Sessions are Monday to Friday, term time only from 15:30 to 18:00.

There are two core staff working directly with the children and they are currently completing a Cache Diploma Level 3. There are volunteers and committee members who cover in emergencies and absences.

How good is the Day Care?

St Paul's Out of School Club provides satisfactory care for children.

Procedures for vetting staff are effective and appropriate procedures are in place for volunteers, to protect the welfare of children. There are sufficient staff working directly with the children, thus enabling them to feel secure and confident. Space and resources are organised to meet the children's needs. The environment is welcoming and offers access to a range of activities to promote children's development, however the heating in this room is inadequate. Some organisational policies and regulatory documentation are in place, but details regarding the staff are limited.

Positive steps are in place to promote safety within the setting and outside, but fire drills are infrequent and are not recorded. The premises are secure, and there are clear systems for the arrival and collection of children. The building is clean and there are appropriate health and emergency procedures to keep children safe and free from any hazards.

Children have access to a range of play and learning opportunities to meet the

varied stages of their development. Children are able to make free choices in a relaxed informal environment, helping them to become confident. Staff provide appropriate care through sensitive and appropriate interactions building on the children's self esteem.

Parents are welcomed appropriately and daily exchanges of information take place, in order to meet individual needs. Parents can view most policies and procedures, but they are not readily accessible. Feedback from parents indicates that they are happy with the provision and that they feel staff are approachable.

What has improved since the last inspection?

At the last inspection the provider agreed to develop the policies and procedures. This included the arrival and departure procedures, permission for emergency treatment, the contact details for child protection and a procedure for allegation's made against staff. Complaints, anti-bullying, medication, and recruitment policies were also to be provided. It was agreed that only the after school would use the building at the times the group operate. All the actions have been satisfactorily completed and the safety, welfare and care of children have been enhanced as a result of these changes.

What is being done well?

- The main playroom is organised and enables the children to play, relax and eat comfortably. The session is mainly free play, but staff spend time with small groups or individuals supporting and encouraging their creativity and imagination.
- Children have access to a range of suitable resources, including a pool table, a play station, the role-play area, books, card games, drawing and crafts. The children play purposefully, and are interested and play imaginatively, making up their own games, utilising some of the props available.
- A safety policy, procedures and equipment are satisfactorily in place, with checklists for staff to follow on a daily weekly and termly basis. A safety guard covers the heater in the room, a safety gate and socket covers are also in place. Staff are vigilant in maintaining the safety of the children, asking them not to run and not to tip their chairs. Written risk assessments have been developed and cover all aspects of the building, inside and outside.

What needs to be improved?

- the personnel and attendance details of all staff
- the temperature in the main play room
- the practising and recording of fire evacuations
- the organisation and availability of all regulatory and organisational information.

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	record staff attendance	08/03/2005
14	Ensure staff details are stored on site and that documentation for the safe management of the provision is available for inspection at all times	08/03/2005

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

Std	Recommendation
4	Ensure the premises is maintained at an adequate temperature
6	Record and carry out regular fire drills
12	Develop the noticeboard to ensure parents are fully aware of the policies and procedures

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.