



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 309785

INSPECTION DETAILS

Inspection Date 07/03/2005
Inspector Name Lynne Naylor

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Newburgh After School Care Club
Setting Address Newburgh CE Primary School
Back Lane, Newburgh
Wigan
Lancashire
WN8 7XB

REGISTERED PROVIDER DETAILS

Name The Committee of Newburgh After School Care Club

ORGANISATION DETAILS

Name Newburgh After School Care Club
Address Newburgh CE Primary School
Back Lane, Newburgh
Wigan
Lancashire
WN8 7XB

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

Newburgh After School Care Club opened in 1999. It operates from a room in Newburgh Church of England Primary School and has use of the outdoor area. It serves the children attending the school. A maximum of 16 children aged from 4 to under 8 years may attend the group at any one time. The group is open each weekday from 15:30 to 17:30 during term time only.

There are currently 18 children on roll. Of these, some children are aged 8 years and above.

The club employs two staff. One of the staff holds an appropriate qualification.

How good is the Day Care?

Newburgh After School Care Club provides satisfactory care for children.

Activities are loosely planned relating to themes. Children confidently choose where they wish to play and help to decide which games are set out at each session. They have little access to stored resources which hinders their ability to change equipment during the session. However, children are happily occupied. Adults provide excellent support which enables all children to participate in activities at their own level. Children behave very well, mainly due to close supervision and the staff's high involvement in games and activities.

Satisfactory use is made of the space, which is shared with other community groups. There is a lack of soft furnishings which hinders children's ability to rest comfortably. Sufficient staff work directly with the children. However, committee and staff roles are not well defined so it is not clear who acts as an appropriate person in charge in the absence of the manager. Some policies and procedures are short or do not specifically relate to the service, consequently they do not support staff well. Some procedures such as notifying Ofsted of significant changes are not consistently implemented.

In practice, staff are vigilant about children's safety. They carefully monitor access to the building and check safety arrangements. However, little use is made of formal risk assessments. Children's understanding of good health and hygiene practices are well promoted through practice and topic work. Snacks are adequate and staff meet children's basic care needs. Procedures relating to child protection and the

system to provide support for children with special needs are not clear.

Parents and carers are warmly welcomed at the setting. They share a friendly but professional relationship. Parents state they are happy with the care received by their child.

What has improved since the last inspection?

At the previous inspection, the provider agreed to meet 11 actions relating to National Standards 3, 6, 7, 8, 9 and 12.

Satisfactory progress has been made to address the actions. Aspects of some are carried forward as recommendations.

Activities are planned relating to themes such as Easter; and children help to decide which games are set out at each session. However, children have no access to stored resources which hinders their ability to change equipment during the session. Staff are vigilant about children's safety, however, they do not formally identify how risks are minimised. The gates are now locked when the outdoor area is used, however, the walls are low and the area is not included in the risk assessment. A visitors book has been implemented so it is clear who is on the premises. Parental consent to administer medicine and to seek emergency medical advice and treatment for each child is requested. Medicine is not normally administered, however, a useful recording system is in place. Some procedures relating to medication are not yet clear. One member of staff holds a current first aid certificate so arrangements to administer first aid are satisfactory. Useful records are kept of children's needs including dietary requirements, food allergies and preferences, as identified by their parents. The complaints procedure has been updated to show the name and address of the regulator.

Addressing these actions has improved the way the setting meets the National Standards with beneficial effects on the care of the children.

What is being done well?

- The group enjoys close links with the school. Children freely choose where and with whom they wish to play from a basic range of toys set out each session. Overtime, children have access to a broad range of activities that promote learning in all areas.
- Much of the success of the group is due to the way staff closely supervise and join in with activities. Interaction between adults and children is very good, consequently children behave very well. Staff provide a warm welcoming atmosphere by cheerfully greeting children, parents and visitors on arrival.

What needs to be improved?

- the identification of the committee and staff roles so it is clear who is in

charge in the absence of the manager

- the procedure to be followed if a child is not collected
- the range of ways children are involved in choosing their own equipment and activities
- the risk assessment, indoors and outdoors, to show how risks have been minimised
- the availability of procedures relating to the safe storage and administration of medicines and the way parents are informed of them
- the availability of an equal opportunities policy that specifically relates to the club
- the availability of a written statement on special needs which is consistent with current legislation and guidance, understood and implemented by all staff.
- the written statement on behaviour management to include bullying and effective ways to manage children's behaviour
- the child protection policy and procedures so they relate specifically to the club and can be followed by staff
- the implementation of an effective procedure to notify Ofsted of significant changes.

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
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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.	14/03/2005
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The Registered Person should have regard to the following recommendations by the time of the next inspection

Std	Recommendation
2	Clearly identify the committee and staff roles and ensure there is a named deputy, who is known to Ofsted, in charge when the manager is absent.
5	Consider ways of providing comfortable seating and improving children's access to the full range of equipment.
6	Conduct a risk assessment on the premises identifying actions to be taken to minimise risks.
14	Review and extend, where necessary, all the policies and procedures and ensure they relate directly to the operation of the club.

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.