



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN EY254318

INSPECTION DETAILS

Inspection Date 01/12/2003
Inspector Name Carolyn Joyce

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Annabelle's After School
Setting Address Lechlade Road
Faringdon
Oxfordshire
SN7 8AH

REGISTERED PROVIDER DETAILS

Name Miss Annabelle Lucy Wills

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

Annabelle's Breakfast and After school group opened in 2002. It operates from Faringdon Infants School in the main hall or terrapin building if the main hall is not available. The group serves Faringdon infant and junior schools.

There are currently 35 children from 4 to 8 years on roll. Children attend for a variety of sessions. The group opens 5 days a week during school term times. Sessions are from

08:00 - 08:45 and 15:00 - 18:30.

Five part time/fulltime staff work with the children. Over half the staff have early years qualifications to NVQ level 2 or 3. One member of staff is currently working towards a recognised early years qualification.

How good is the Day Care?

The Out of school provision provides satisfactory care for children. The group have use of the main school hall or terrapin building if the hall is not available to them. Outdoor activities are provided in the large school grounds. Children are involved in a range of activities suitable to their age group. They are relaxed happy and settled. The staff hold relevant qualifications however, the group need to ensure evidence of staffs suitability is in place.

Children have access to drinks throughout the session and a light snack is provided. Parents can provide a more substantial tea if this is required. Most aspects of safety are satisfactory but the group now need to introduce risk assessments and carry out and record regular fire drills. The group need to ensure staff are aware of up to date child protection procedures.

The staff describe good relationships with parents and some basic information is available to them. The groups policies and procedures need to be reviewed, updated and made readily available and accessible to parents. The group intend to review how their register is completed and ensure times of arrival and departure are recorded along with a parents signature confirming collection of their child.

What has improved since the last inspection?

Not applicable

What is being done well?

- Time and space available for children to develop imaginative play both individually and in small groups.
- The range of activities available ensure children are well occupied throughout the session.
- The children are clear about the group rules e.g. individual time allowed on the play station when it is available.
- Children are able to access drinks throughout the session.

What needs to be improved?

- evidence of staff suitability.
- the daily register.
- evidence of fire drills.
- risk assessments.
- permission for emergency medical advice or treatment.
- procedures for collection of children.
- parental access and availability of the groups policies and procedures.
- documentation about child protection.
- the groups policies.

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

Std	Recommendation
2	Review evidence available that ensures staffs suitability including, criminal record bureau disclosures, qualification and training documents and induction procedures.
2	Complete all sections of the register fully and include children's surnames. Record times of arrival and departure as they happen.
6	Carry out and record regular fire drills.
6	Conduct risk assessments on the premises identifying actions to be taken to minimize identified risks.
7	Request written permission from parents for seeking emergency medical advice or treatment.
12	ensure the groups policies and procedures are available to parents.
12	Review the groups procedures for releasing children to individuals other than the parents and how this is recorded.
13	Obtain the local child protection leaflet and Sure Start information. Ensure that the child protection procedure for the group complies with local Area Child Protection Committee (ACPC) procedures.
14	Review and update all policies in line with the Out of school care National standards for under 8's. Complaints, medication, behaviour and child protection polices need particular attention.

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.