



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 311412

INSPECTION DETAILS

Inspection Date 02/12/2004
Inspector Name Ann Law

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Upperthong Out of School Club
Setting Address Upperthong J & I School
Burnlee Road, Holmfirth
Huddersfield
West Yorkshire
HD9 2LE

REGISTERED PROVIDER DETAILS

Name The partnership of Debra Hutchings and Helen Chittenden

ORGANISATION DETAILS

Name Debra Hutchings and Helen Chittenden
Address Upperthong J & I School
Burnlee Road, Holmfirth
Huddersfield
West Yorkshire
HD9 2LE

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

Upperthong Out of School Club is a private organisation, managed by a partnership. It opened in 1996 and operates from Upperthong Junior and Infant School in Holmfirth. A maximum of 38 children may attend the club at any one time. The club is open each weekday from 15:30 to 18:00 in school term time. There is an outdoor play area available for the children.

There are currently 52 children aged from four to eleven years on roll.

The club employs seven staff. The manager holds an appropriate play work qualifications. One member of staff is working towards a qualification.

How good is the Day Care?

Upperthong Out of School Club provides good quality care for children. There is a commitment to providing a warm and welcoming environment for children. A very good range of toys and resources are attractively presented for children's independent access. The club is well organised and have produced a comprehensive range of policies and procedures which support the high standards of care. The majority of the required documentation is in place and confidentiality is maintained.

Staff have a good awareness of health and safety and most measures are in place to protect children. A walkie talkie system is used to ensure constant contact with the main building when using the outdoor play area. Efficient procedures are in place for promoting good hygiene practices, with staff acting as good role models for children. Parents are made aware of the group's duty to protect children and current guidance is held for recording and reporting child protection issues. Nutritious and healthy snacks are offered to the children and they enjoy the social time of sitting and eating together. Staff liaise with parents to ensure children's individual needs are met.

Weekly activity planning is used to ensure interesting and stimulating activities are provided for the children. Particular attention is paid to creative activities and physical play to harness children's interests. Staff interact well with the children and the high levels of individual contact provides security and fosters their confidence. Positive methods are used to manage children's behaviour.

Good information exchange between the club and parents ensures all the necessary

information to provide good quality care for the children is gained at placement. Parents are provided with detailed information regarding the provision and the service offered and are appreciative of the care their children receive.

What has improved since the last inspection?

At the last inspection the club agreed to make improvements to several aspects of documentation and develop staff knowledge of child protection issues. These have all been addressed satisfactorily and have contributed to the organisation of the club to run more effectively and to the safety and well being of children attending.

What is being done well?

- There is a very effective 'buddy system' in place. This helps new children to settle into the club and gives them confidence and a sense of belonging. It also allows the buddy responsibility and raises their self-esteem through pride in their assistance.
- A wide range of creative activities are provided for the children. They enjoy the challenge and are supported and facilitated in their creativity by the staff team.
- A broad range of toys and resources are available for the children to self-select from, promoting their decision making skills. Provision for physical play is especially well provided for, both indoors and outdoors, catering for all ages of children.
- Parents are kept well informed of their child's time spent at the club through individual work folders. Children store their works of art in the folder to take home and also for safe keeping if they are to be finished at a later date. Children are proud of their creations and staff value their work.

What needs to be improved?

- organisation with regard to an induction procedure
- health relating to first aid
- documentation regarding complaints.

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

Good

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 | Consider devising and implementing an induction procedure for new staff. |
| 7 | Improve arrangements for first aid to show how there will always be at least one member of staff present with a current first aid certificate. |
| 12 | Review the complaints procedure to ensure the contact details for the regulator are included. |

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.