



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 116249

### INSPECTION DETAILS

Inspection Date 12/09/2003  
Inspector Name Hilary Turner

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Alexandra After School Care Scheme  
Setting Address Alexandra Schools  
Denbigh Road  
Hounslow  
Middlesex  
TW3 4DU

### REGISTERED PROVIDER DETAILS

Name The Committee of Alexandra Afterschool Scheme (Alexander Schools)

### ORGANISATION DETAILS

Name Alexandra Afterschool Scheme (Alexander Schools)  
Address Denbigh Road  
Hounslow  
Middlesex  
TW3 4DU

## 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

Alexander After School was registered in September 1990. It is run by a management committee. The club is open from 15:30 to 17:45 during school term time Children attend from 4 years to under 11 years, the registration refers to children from 4 years to under 8 years.

The after school club is situated in Alexander Infants and Nursery School, in a residential area of Hounslow and caters for children who attend the school. Both the children and staff come from a wide, varied and diverse community. Children who attend the after school club have access to the community room, the nursery area, infant hall and outdoor playgrounds.

There are seven members of staff working with the children, a play co-ordinator, deputy and five staff. The play co-ordinator is working towards a relevant NVQ level 3 qualification, having just completed a NVQ level 2 in play work, and two other staff are intending to work towards a relevant NVQ level 2 qualification. Most staff have attended short child care related courses.

There are currently no children attending with special educational needs, or who speak English as an additional language.

The after school club receives support from Hounslow's Primary Care Team .

### How good is the Day Care?

Alexandra After School Club provides satisfactory care for children aged 4-8years

The after school club is very well organised. There are comprehensive policies and procedures in place. Currently the appropriate ratio of qualified staff with the required level of childcare qualification is not in place. However, the staff are committed to ensuring this will be addressed.

The environment is warm and

welcoming, staff have a sound understanding of safety issues. Staff promote effective hygiene practices and children are encouraged to be involved in these. Behaviour management rules are discussed by the staff and children, agreed and displayed.

Staff plan a flexible programme of activities which offers children choice. Children can choose between planned activities, board games, homework, free play or outside play. There is a very good range of toys and resources to meet the needs of the varying ages of children attending.

There is a good partnership with parents and carers. Effective systems are in place to share information about the children on a daily basis and parents are given copies of the policies and procedures, although the current complaints procedure does not include contact details for Ofsted as the regulator. All the necessary documentation is in place and recording details are complete with the exception of the accident book.

#### **What has improved since the last inspection?**

No actions were raised at the last inspection

#### **What is being done well?**

- The after school club is very well organised and through the comprehensive policies and procedures in place, staff have a very clear understanding of their roles and responsibilities. They work well together as a team and provide consistency for the children in their care. Space is organised so that children have opportunities for varied play both indoors and outside. Staff provide a good level of supervision. There are good safety procedures in place to ensure the children are accounted for as they move from their classrooms to the after school club and to register children's and visitors arrival and departure.
- Staff spend time planning and ensuring that activities and resources are presented attractively. There is a range of interesting and fun activities available to support the interests of all the children attending. Children are involved, interested and confident in making their choices about what they want to do. They display their own art work and photographs of activities, which gives them a sense of achievement. Staff know the children well they are positive role models, talking and listening to the children. The children are happy, settled and secure.
- Rules about behaviour for both staff and children to abide by are discussed and agreed by both parties, these are clearly displayed. Children respond to the positive and supporting behaviour management strategies used, and are confident with the boundaries, they know what is expected of them.
- Parents are welcomed into the after school club, and parents feedback indicates they are happy with the care their children receive. Staff ensure that parents are given daily feedback about their child. There is detailed information recorded on children's record sheets and some staff use the child's first language with the parents. Record keeping systems are well organised, confidential and all records are available for inspection.

**What needs to be improved?**

- The action plan, with time scales, which defines how the ratio of staff with an appropriate level of qualification will be met.
- The complaints procedure to include Ofsted's address and contact details.
- The procedures for recording accidents, to include parents signatures to all entries.

**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	Provide an action plan, with time scales, which defines how the ratio of staff with the appropriate level of qualification, will be met.	15/11/2003

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

Std	Recommendation
7	ensure parents signatures are obtained to all enteries of accidents recorded
12	develop and implement a written complaints procedure which includes the address and telephone number of Ofsted

## **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.*