



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN EY225238

### INSPECTION DETAILS

Inspection Date 22/10/2003  
Inspector Name Linda Pearce

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Sweetpeas at Parsonage Farm  
Setting Address Cherry Tree Close  
Farnborough  
Hampshire  
GU14 9TT

### REGISTERED PROVIDER DETAILS

Name The Committee of Sweet Peas Breakfast & After School Club

### ORGANISATION DETAILS

Name Sweet Peas Breakfast & After School Club  
Address Parsonage Farm Infant School, Parsonage Farm  
Cherrytree Close, Cove  
Farnborough  
Hampshire  
GU14 9TT

## 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

Sweet Peas Breakfast & After School Club opened in 2001. It operates from Parsonage Farm Infant School in Farnborough and has extensive use of the school premises. The club primarily serves children from the infant school, but also offers places to local junior schools.

There are currently places for 26 children aged between 3 and 8 years, offered at the after school session and 16 places at the morning session. Children attend for a variety of sessions and are accepted up to the age of 11 years.

The club opens five days a week during term-time only. Sessions run from 07:50 until 08:30 and 15:15 until 17:30.

The morning club is operated by 2 members of staff and the afternoon session by 3 staff. Staffing qualifications meet the required standard. The setting receives support from the Early Years Development and Childcare partnership (EYDCP).

### How good is the Day Care?

Sweet Peas After School and Breakfast Club provide satisfactory care for children. The premises are clean, bright and well maintained. The club have the full support of the school and are therefore able to access many in-house facilities, such as the fixed outside play area, the computer suite and cooking facilities. There is a wide selection of resources available, but some areas of equal opportunities need extending as does staff knowledge. An enclosed, area in the main hall with comfortable seating is designated to the club. The staff are given opportunities to undertake ongoing training and workshops. Documentation is well organised with attention to the required details. However, staff names were not included on the daily register and there is no written induction policy for new staff.

General safety measures and access to the premises by visitors are all satisfactory, with a security panel and doorbell system. Doors cannot be accessed from outside when closed. The staff on a daily basis carries out risk assessments before the children arrive. These are not currently documented. The children's individual needs are recorded on the registration forms and this is supported by one to one attention whenever possible. Good hygiene is encouraged with lots of hand washing. All recording of accidents and medications meet the required standard. Breakfast and a light tea or snacks are provided. Staff do not currently have basic food hygiene

training. Child protection issues are understood but staff have not had recent training in this area.

A happy atmosphere with lots of child orientated activities and popular games such as Yugo cards and Blay Blades. There is cooking, art and craft, outdoor games, board games and more for the children to enjoy. The staff provide friendly, firm consistent care and children and staff seemed very comfortable with each other.

Staff welcome parents into the setting at the end of the session and information can then be shared.

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

The previous inspection was transitional and did not highlight areas for improvement.

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

- All the staff attends training and workshops in support of their ongoing development.
- A bright, child centred environment with friendly staff and a welcoming atmosphere, where the children can relax and have fun after a day at school is provided by the club. The club have their own area where the children's art and craft is displayed.
- A wide range of resources and activities are offered to support and promote good social skills and general development. There is a flexible routine, which allows the children to decide on activities, projects and put forward ideas for equipment on the 'wish list'.
- Staff are receptive to special needs issues and would adapt facilities and staffing to provide an inclusive setting to meet individual needs.
- Staff are friendly but firm and consistent in their approach to the children.
- Parents are welcomed and kept informed about the club's activities.

### **What needs to be improved?**

- recording of daily registration details for staff;
- implementation of documented risk assessments by club staff;
- a written induction procedure for staff, students and volunteers to follow;
- resources and staff knowledge of activities available, need to be extended, to promote ethnicity and disability;
- at least one member of staff is required to have a basic food hygiene certificate;
- up to date child protection training.

**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
14	ensure that a procedure for lost, late and non collection is implemented	30/11/2003
14	amend daily records to include names of staff attending to the children	03/11/2003

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

Std	Recommendation
2	provide a written induction procedure for staff, students and volunteers.
13	ensure staff undertake appropriate child protection training.
14	review and consider storage arrangements for documentation.

## **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.*