



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 309631

### INSPECTION DETAILS

Inspection Date 08/02/2005  
Inspector Name Ferroza Saiyed

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Singleton Kids Club  
Setting Address Singleton C of E School  
Church Road, Singleton  
Poulton-le-Fylde  
Lancashire  
FY6 8LN

### REGISTERED PROVIDER DETAILS

Name The Committee of Singleton Kids Club

### ORGANISATION DETAILS

Name Singleton Kids Club  
Address Singleton C of E School  
Church Road, Singleton  
Poulton-le-Fylde  
Lancashire  
FY6 8LN

## 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

Singleton Out of School Club has been operating since 1996. It is situated within Singleton C of E School in the village of Singleton, in Lancashire. It is a committee run service, which operates within the main hall, of the school.

The children have access to: the school hall; two classrooms; a library; suitable toilet and hand washing facilities. There is also an outside area and large playing field available for children to access for physical play.

The facility is registered to care for 24 children between the ages of four to eight years. There are currently 70 children on roll, of which 43 children are under the age of eight years. There is currently one child on roll with English as an additional language, and three children who have special needs.

The facility operates a breakfast & after school club five days a week Monday to Friday between 07:45 - 09:00 and 15:00 - 17:30 term time only.

The committee employs six members of staff, a supervisor and five other staff to work with children. The supervisor holds the Level II in teaching; with three other members also holding Level II teaching certificate; one member holds NVQ Level IV in early years; and two staff members are employed on a casual basis and they hold the NNEB qualification.

The out of school club is member of the 4 Kids Network Association.

### How good is the Day Care?

The overall quality of day care at Singleton Out of School Club is good.

The environment is warm and welcoming in which children feel secure. The staff work effectively as a team and understand their roles and responsibilities. With weaknesses identified: in the training/qualification of some staff and no records of staff arrival/departure time. Staff ensure sessions are organised to meet individual children's needs. Almost all policies/procedures are in place, with only a couple of minor weakness.

The premises are safe/secure, risk assessments are undertaken to ensure the safety of children is maintained. The setting promotes a positive approach in healthy eating, and the dietary needs of children are taken into account. Staff ensure the

needs of children are met in accordance with parental wishes. Children's health requirements are addressed appropriately with consent obtained for children. Staff reinforce good hygiene practices through daily routines and activities. Staff have positive commitment to providing for any special needs of children. Staff are aware of issues regarding child protection and takes steps to safeguard children, however, there is no procedure of what to do if an allegation was made against a member of staff.

The children take part in a wide range of stimulating activities and a good balance exist between free play and adult initiated activities. Staff enables children to play/learn independently and to explore their own ideas. Resources, which reflect diversity, are limited. The interaction between children and staff is positive with a friendly atmosphere. They praise the children's achievements and thus promote their self-esteem. Children enjoy attending the club and readily spoke of their positive experiences. Staff have high expectations of the children and this reflects on them and their behaviour.

Staff have good relationships with parents, which is underpinned by exchange of information both verbal/written.

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

At the last inspection seven issues were raised which required actions to: ensure all staff are vetted; provide a system for recording children's attendance; ensure the outdoor play area is made secure; ensure the accident book is signed by parents; formulate an equal opportunity policy; review the complaint procedure with Ofsted's details and formulate a child protection statement.

The setting has made progress in addressing these issues: all staff have been vetted; there is a register to record children's attendance; a gate has been fitted to the outdoor play area; the accident book is now signed by parents; an equal opportunity policy is in place; there is now a complaint procedure with Ofsted's details and a statement is in place for child protection.

As a consequence of addressing the above the safety and well being of children has improved.

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

- Activities and topics are chosen that are attractive to children and ingenuity is used to maintain their interest and involve less enthusiastic members of the group.
- Space and resources are well organised to enable different activities to take place in different areas, of the school and the environment is welcoming to children. Children have free access to equipment giving them opportunities to be independent and to develop socialisation skills. Interactions from staff during free play and directed activities extend the children's thinking and extend their learning.

- The children enjoy attending the club; they can choose activities and take part in creative, physical and imaginative play. Children talk happily about their play and make decisions about what they want to do. They are confident and ask for activities that may not be readily accessible.
- Good accessibility to the premises and facilities. Staff have positive attitude towards children with special needs, and work closely with the school/parents in order to best provide for the needs of their child.
- Children are well behaved and staff are consistent in their approach to inappropriate behaviour giving children a sense of security and understanding of what is right and wrong. Positive reinforcement is used throughout the sessions to encourage children. This is effective in maintaining a calm atmosphere in which the children can play and learn.
- Staff have good relationships with parents and encourage a relaxed and friendly environment where parents are able to discuss their children's achievements.

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

- qualification and training of staff and the system for recording their attendance
- resources that reflects diversity
- a procedure in the child protection policy regarding allegations made against staff.

#### **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 from 1st April 2004.

#### **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	Develop an action plan that sets out how staff training and qualification requirements will be met and ensure staff arrival and departure times are recorded.
9	Ensure children have an appropriate range of activities and resources that promote equality of opportunity and anti-discriminatory practice.
13	Formulate a procedure of what to do if an allegation was made against a member of staff.

## **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.*