



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 127652

INSPECTION DETAILS

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| Inspection Date | 07/08/2003 |
| Inspector Name | Christine Robinson |

SETTING DETAILS

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| Day Care Type | Full Day Care |
| Setting Name | Stour Centre Holiday Activities |
| Setting Address | Tannery Lane Ashford Kent TN23 1PL |

REGISTERED PROVIDER DETAILS

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| Name | Ms Lynne Gray |
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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

The Stour Centre Holiday Playscheme was registered in 1991 and is run by Ashford Borough Council. It operates from a large sports hall in the Stour Centre, which is in the centre of Ashford. The hall is sectioned off to offer two main areas where a wide variety of sporting activities are undertaken alongside quieter activities such as art and craft. Staff accompany children to the Centre toilets which are used by the public. There are occasional activities undertaken in the adjacent outdoor area.

The playscheme provides care for up to 70 children from five years. It operates five days a week from 08:30 -17:00 during most school holidays, offering a choice of morning or afternoon sessions as well as an all day session. Of the regular staff, four hold the Advanced Certificate in Playwork and others are training or hold sporting qualifications.

How good is the Day Care?

The Stour Centre Holiday Playscheme (Funcamps) provides satisfactory care for children. A number of staff hold an Advanced Certificate in Playwork and some also hold coaching or life-guard qualifications. Although there is access to outside play, children play mostly in two large sports halls which although spacious, lack good ventilation and natural light. Most of the required records are in order although not always kept confidentially. Paperwork is well organised but there is a lack of formal written policies and procedures.

Staff have a generally satisfactory awareness of health, safety and hygiene issues but lack access to clear written guidance on specific areas of risk such as the supervision of swimming, outings and the fun-castle. Parents provide all food and drink but additional drinks are freely available. Staff have an awareness of meeting children's individual needs and endeavour to care for children with special needs wherever possible. Some staff have recently completed child protection training.

Staff work hard as a team to provide children with a wide range of sporting and physical play activities as well as quieter activities such as craft work. Staff manage children's behaviour appropriately and children show interest in using the range of equipment provided.

Staff keep parents informed of children's activities but none of the playscheme's policies or procedures are actively shared with parents. Staff encourage parents to

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| give full details about their children so that they can be well cared for. |
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| What has improved since the last inspection? |
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| There were no actions imposed at the last inspection. |
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| What is being done well? |
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| <ul style="list-style-type: none">● Staff provide children with a full programme of physical activities which includes a range of ball games, trampolining, regular swimming sessions and occasional outings to the local bowling centre. Children have a free choice of activity and staff help promote children's all-round physical development. (Standard 3)● There is a good range of equipment, especially sporting equipment, including a full sized trampoline and a fun-castle, which is always supervised. (Standard 5)● The supervisory staff are aware of the importance of maintaining children's safety in a building used by the public. Children are supervised for swimming within a family changing room and staff accompany children to the toilets. Staff operate a secure registration and collection procedure to ensure children are kept safe. (Standard 6) |
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| What needs to be improved? |
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| <ul style="list-style-type: none">● the amendment (as discussed) or writing of all required policies and procedures i.e. lost and uncollected children, equal opportunities, behaviour management, complaints and child protection and the sharing of these with parents; (Standards 2,9,11,12,13)● the recording of all fire/emergency drills; (Standard 6)● the amendment (as discussed) or writing of risk assessment systems, especially those that relate to the supervision of swimming, outings and the fun-castle, to ensure that they are available and understandable to staff; (Standard 6)● the separate recording of existing injuries, incidents and accidents to maintain confidentiality; (Standard 7)● staff training in the use of medical equipment; (Standard 7)● the maintenance of full accident and medicine records. (Standard 7) |
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| Outcome of the inspection |
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| Satisfactory |
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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 |
|-----|---|------------|
| 12 | make available to parents a written statement that provides details of the procedure to be followed if they have a complaint. | 23/10/2003 |
| 7 | ensure a complete record of all accidents and medicine is maintained, including dates and staff signatures; | 23/10/2003 |

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

| Std | Recommendation |
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| 2 | amend uncollected child policy to include reference to Social Services and ensure that the lost and uncollected child procedures are circulated to staff and parents; |
| 6 | ensure that risk assessment systems are available and understandable to staff for the main areas of risk such as swimming; |
| 6 | ensure that all fire/emergency drills are recorded; |
| 7 | ensure staff have training in the use of any medical equipment; |
| 7 | ensure incidents and existing injuries are recorded individually and separately from accidents to maintain confidentiality; |
| 9 | devise an equal opportunities policy that is consistent with current legislation and guidance. Ensure that this is understood and implemented by all staff and shared with parents. |
| 11 | share behaviour policy with parents; |
| 13 | ensure the child protection policy, including the procedure to follow where there are allegations against staff, is shared with parents. |

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.