



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 221646

INSPECTION DETAILS

Inspection Date 11/11/2003
Inspector Name Christine Linda Tomaselli

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Yaxley Out Of School Club
Setting Address Queen Street
Yaxley
Peterborough
Cambridgeshire
PE7 3JF

REGISTERED PROVIDER DETAILS

Name The Committee of The Committee

ORGANISATION DETAILS

Name The Committee
Address Yaxley Out Of School Club
FOURFIELDS PRIMARY SCHOOL, QUEEN ST, YAXLEY
PETERBOROUGH
CAMBRIDGESHIRE
PE7 3JF

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

Yaxley Out of School Club opened in January 1995. It operates from a mobile building situated on the premises of Fourfields Primary School in the village of Farcet, Cambridgeshire. The out of school club serves the local area.

There are currently 22 children aged from 5 to 11 years old on roll. Children attend for a variety of sessions with support being offered to children with special needs and who speak English as an additional language.

The group open before school from 8:00 to 9.10 and after school from 15:00 to 17:50, term time only, 5 days a week. Full day care is offered during the majority of the school holidays from 8:00 to 15:30. No overnight care is offered.

Four staff members are employed to work with the children on a rota basis with some additional voluntary help at different times. Staff have a combination of qualifications and experience. The setting receive support from the Early Years Development and Childcare Partnership.

How good is the Day Care?

The Yaxley Out of School Club provides satisfactory care for children aged 3 to 8 years old.

The out-of-school club is well organised with the correct staff ratio's maintained, however staff qualifications and vetting of adults needs to be improved to meet the Standards. The staff work as a team to ensure the protection and well being of the children. The premises provides sufficient space for staff to plan a variety of appropriate activities for the children to enjoy. Staff deployment and clear recording of information about the children ensures their needs are met. Children appear settled in their environment.

Staff pay good attention to security and safety. They create a warm, welcoming environment for the children and their families. Policies and practice ensure the children's nutritional, cultural, religious and special needs are met.

Sessions are planned well and resourced with a range of activities that provide children the opportunity to have fun, relax, socialise and learn. Staff listen and talk to the children and know them well. Positive behaviour is encouraged. Staff provide good role models and give positive instructions.

The group have a good working relationship with the parents and provide appropriate information. Documentation is available but some improvements are required.

What has improved since the last inspection?

At the last inspection the provider agreed to forward an action plan stating how appropriate staff qualification were to be achieved and in what time scales, to ensure that the recommendation from the Fire Officer were implemented and that there was written complaints procedure.

A written complaints procedure is available for parents and recommendations from the Fire Officer have been implemented, improving the safety of the children. An action plan to identify times scales for staff to gain appropriate qualification has not been developed or implemented.

What is being done well?

- The premises are warm, welcoming and used fully, providing planned areas for children to experience a variety of activities. Children feel comfortable and secure.
- Staff provide a variety of age appropriate play opportunities and activities for the children, which are varied during the session. Children are stimulated and provided with opportunities for challenges and learning new skills. They are able to socialise with their peers and adults.
- Awareness and attention to safety and hazards within the areas used by the group ensures that risks to children are minimal. Children are safe and learn from the examples set by staff.
- A clear policy is in place that identifies procedures to ensure the health and well being of the children. Children learn good practice in hygiene and healthy eating.
- Staff have a sensitive and caring approach to situations where a child has a disability or when there is a need to manage unacceptable behaviour. Clear policies for the management of these situations ensure all children are valued and their individual needs are met. Children are encouraged to behave responsibly while showing consideration, courtesy, respect and the need to value others.
- Working in partnership with parents is a priority for the staff and committee. Various methods of communication with parents ensures they are kept informed of their child's progress.

What needs to be improved?

- the vetting of staff, volunteers and committee
- staff qualifications and training to met the requirements of the Standards

- the procedures for recording times of arrival and departure, in particular for full day care
- the recording of medication to be clearer and match the group's written policy.

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
1	Ensure all staff, volunteers and committee have the appropriate vetting carried out to confirm their suitability to work with children.	28/02/2004
2	Develop and implement an action plan that sets out how staff training and qualification requirements will be met.	28/02/2004

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

Std	Recommendation
2	Consider improvements to the attendance register, clearly identifying times of arrival and departure of children, staff and others for the different types day care offered.
7	Consider improvements to the medication recording, to provide a clear record that is in line with the policy statement.
13	Improve staff knowledge of Child Protection.
14	Amend forms/recording practice to remove inappropriate use of the name of the Local Authority.

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.