



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 134445

### INSPECTION DETAILS

Inspection Date	07/10/2003
Inspector Name	Jane Melissa Hull

### SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	North Leigh Kids Club
Setting Address	North Leigh School Park Road North Leigh Witney, Oxfordshire OX29 6SS

### REGISTERED PROVIDER DETAILS

Name	The Committee of North Leigh Kids' Club
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### ORGANISATION DETAILS

Name	North Leigh Kids' Club
Address	North Leigh School Park Road North Leigh Witney, Oxfordshire OX29 6SS

## 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

North Leigh Kids Club provides after school care for children within the Primary School in the village of North Leigh. Children are cared for in the school hall and have use of the computer room, craft area, library and outdoor areas.

The club runs from 15:00 until 17:30 five days a week in school term time. The group is registered to provide care for a maximum of 16 children aged five to eight years. Older children are also cared for.

The club is managed by a committee who employ two staff to care for the children. Both staff are suitably qualified and/or experienced.

### How good is the Day Care?

North Leigh Kids Club provides satisfactory care for children. Staff and committee members are clear in their roles and responsibilities, which promotes efficient management of the provision. Staff have formal appraisals and undertake regular training. Good use is made of space in the school hall and adjacent rooms, to allow children to undertake a range of activities at any one time. Children have access to a range of suitable toys and equipment. Appropriate records are generally maintained however, some policy documents lack detail.

Staff demonstrate a general awareness of safety practices. However, there are no effective systems in place to prevent unwanted visitors gaining access to the premises. Bathroom practices and facilities require review, to ensure that children's health is not compromised. Children have access to drinks at all times and enjoy a variety of snacks. Staff have undertaken training courses relating to the care of children with specific disabilities and child protection.

Children enjoy a range of activities which allow them to play together both indoors and out, relax and be creative. Children are encouraged to make decisions and are involved in decision-making. Staff interact informally and respectfully with the children, creating a warm and friendly environment. Staff value each child ensuring their individual needs are met and respected. When caring for children with special needs, staffing, resources and organisation are reviewed to ensure that all children can participate in the activities available. Staff provide children with positive role models of behaviour. Children behave well, are confident and happy.

Parents enjoy informal relationships with staff. Systems are in place to share information and the information brochure is currently being up dated, to ensure that parents are aware of all the policies in operation in the setting.

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

Not applicable.

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

- Children are cared for in an informal and friendly environment. Staff interact warmly and respectfully with children, taking account of their individual needs. Children are happy in the provision.
- Children have opportunities to undertake a range of enjoyable activities both indoors and out. They are encouraged to make choices and are involved in decision-making.
- Staff provide children with positive role models of behaviour. A system of colour coded cards are used to reward positive behaviour and to address unacceptable behaviour. Children behave well and have regard for others.

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

- security, to ensure that unwanted visitors cannot gain access to the premises;
- bathroom facilities, to promote personal hygiene;
- documentation, to ensure that: all records are available for inspection by the early years child care inspector; a statement is compiled of procedures to be followed if a parent fails to collect a child or a child is lost; the complaint procedure includes details of the regulator and the special needs policy reflects practice and has regard to the Code of Practice (2002);

#### **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?**

<b>The Registered Person must take the following actions by the date shown</b>		
Std	Action	Date
6	make sure that premises are secure and that unwanted visitors cannot gain access to areas in which children are cared for.	09/02/2004
6	conduct and submit to Ofsted, a risk assessment of the premises identifying action(s) to be taken to minimize identified risks relating to security.	07/11/2002
7	ensure good hygiene practices are in place in the bathrooms.	07/10/2003
14	ensure that all records relating to day care activities are readily accessible on the premises and available for inspection at all times.	07/12/2003
14	compile a statement of procedures to be followed in the event of a child being lost or a parent failing to collect a child.	07/11/2003

<b>The Registered Person should have regard to the following recommendations by the time of the next inspection</b>	
Std	Recommendation
14	ensure the written complaints procedure includes details of the regulator.
14	develop the written statement on special needs, to ensure it is consistent with current legislation and guidance.

## **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.*