



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 955530

### INSPECTION DETAILS

Inspection Date 01/10/2003  
Inspector Name Melissa Cox

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Bradfield Before and After School Club  
Setting Address Bradfield Village Hall  
Southend, Bradfield  
Reading  
Berkshire  
RG7 6LG

### REGISTERED PROVIDER DETAILS

Name The Committee of Bradfield Before and After School Club

### ORGANISATION DETAILS

Name Bradfield Before and After School Club  
Address Bradfield Village Hall  
Southend, Bradfield  
Reading  
Berkshire  
RG7 6LG

## 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

Bradfield Sunshine Club is an out of school club, which opened in September 2001. It operates for most sessions in the Bradfield Village Hall, with the exception of Thursday afternoons, when the local primary school hall is used.

Bradfield is a small rural village situated between Newbury and Reading.

At the village hall, the club uses both the main hall and the annexe room. Also available is an enclosed play park, an enclosed tarmac area and a large field which the children use under supervision.

Registered to care for 40 children aged four to under eight, the club also provides care for children up to 14 years. The club serves the local area, with the majority of the children attending also going to the local school. The club operates on week days before school between 8am and 9am and after school between 3p.m. and 6p.m. Holiday care is not offered.

Children with special needs are welcome in the club. Children attend for a variety of sessions .

The Club is run by a voluntary Management Committee who employ three staff to care for the children.

The club receives support from the Early Years Development and Childcare Partnership Development Workers.

### How good is the Day Care?

Bradfield Before and After School club offers good quality care for children. Staff provide a warm and friendly environment where children and parents are made to feel welcome. Staff make good use of the available space and children are happy, settled and able to access a good range of toys, activities and resources. Three staff members hold relevant early years qualifications. Most of the documentation required is in place.

Staff undertake and record daily safety checks within the areas to be used however the side entrance of the hall requires careful monitoring to increase safety of the children. Visitors are recorded in the visitors book. Staff undertake regular evacuation drills. Staff provide a range of healthy and nutritious snacks and drinks

for the children. Individual children's dietary requirements are recorded on the registration forms. A child protection procedure is in place and the manager is aware of the procedure to be followed.

Staff plan and provide a good range of activities and children are able to choose from the variety offered each day. Activities are planned to suit the needs of the children attending and staff respond to individual requests from the children. Children with special needs are welcome. Club rules are established and these are reinforced by the staff, this ensures that children feel secure within the environment.

Staff have established good relationships with parents and they verbally exchange information regarding the children at the end of the day. Parents receive information regarding the policies and procedures in place, however the complaints policy lacks the contact number of the regulatory body - Ofsted.

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

All documentation including policies and procedures.

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

- Staff are aware of children's individual needs and ensure that all children are included.
- Staff are vigilant to ensure the safety of children at all times especially when walking them to the club
- The group have comprehensive policies and procedures in place and staff put these into practise during direct work with the children.
- The group has a large selection of well maintained toys and equipment, which encourage children's development and ensure that they are sufficiently challenged.
- The staff are consistent in their method of behaviour management. This ensures that the children have clear boundaries

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

- Safety of the door on the side entrance to ensure staff are aware of children coming and going
- Complaints policy to include contact details of the regulatory body - Ofsted.

#### **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
14	Ensure complaints policy includes details of the regulatory body (Ofsted)
6	Ensure children cannot enter and leave the building without staff being fully aware

## **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.*