



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 512549

### INSPECTION DETAILS

Inspection Date	06/04/2004
Inspector Name	Duncan Gill

### SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	British Library Holiday Playscheme
Setting Address	British Lending Library Boston Spa Leeds West Yorkshire LS23 7BQ

### REGISTERED PROVIDER DETAILS

Name	The Committee of British Library Holiday Playscheme
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### ORGANISATION DETAILS

Name	British Library Holiday Playscheme
Address	Floor 2 Office British Library Supply Centre Weatherby West Yorkshire LS23 7BQ

## 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 British Library Holiday Play Scheme opened in 1985. It operates from a porta cabin building on the site of the British Library in Boston Spa. The play scheme serves children of employees and contractors of the British Library.

There are currently 93 children on roll, aged four and upwards. The play scheme opens five days a week during school holidays. Sessions are mornings, afternoons and full days. The play scheme is open from 08:30 till 17:00.

### How good is the Day Care?

The British Library Holiday Play Scheme provides satisfactory care for children. The setting is very clean, warm and welcoming. Staff are suitably inducted and well deployed to help children feel secure and confident. There are basic written policies, which contribute to the management of the setting, although there is no written procedure to follow for lost or uncollected children.

Staff are aware of potential hazards and there are basic procedures in place to assess risks to children's health and safety. Staff give good attention to meeting the needs of all the children and are aware of promoting children's understanding of good routines of personal hygiene. The play scheme offers children a wide range of meals which contribute to a healthy and nutritious diet. The setting values children as individuals, treats them equally and provides all children with the same opportunities. Staff are aware of child protection issues, although there is no copy of local Area Child Protection Committee procedures to follow.

There is a very good range of toys, play equipment and furniture, which children can freely access. The children enjoy a wide range of activities, which are interesting and fully involve them. Staff use suitable methods to manage children's behaviour and children behave very well, although they do not record unusual behaviour or need for physical restraint.

Staff have warm and trusting relationships with parents and fully inform them about the setting and their child.

### What has improved since the last inspection?

At the last inspection the setting was asked to review all policies and make them

available to parents.

There is now a parents information booklet, which fully informs parents about policies and information on the setting, for example food, activities and outings.

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

- Children enjoy a wide range of activities both inside and outside, which are interesting and fully involve them and promotes their all round development. For example outings, role play, sports, arts and crafts. Children have warm and trusting relationships with staff, each other and behave very well. Staff encourage children to make decisions, explore and investigate their surroundings and think for themselves.
- The setting is very warm and welcoming with good evidence of children's play and activity. Premises are very clean, well maintained and warm.
- There is a very good range of age appropriate toys, furniture and equipment available, which meets the needs of all children attending, for example books, arts, computers, sports equipment, games and comfortable furniture. Children are able to access toys and equipment freely and independently.
- The setting offers children a wide range of meals which they can choose independently, for example sandwiches, jacket potatoes, salads and cooked meals. Meals are healthy and nutritious and fresh fruit is available in a bowl for children to access freely as well as a water cooler.
- Regular discussions and exchanges of information verbally and in writing fully inform parents about the setting and their child. For example, activity plans and parents information booklet. Parents have warm and trusting relationships with staff and a suggestion box and annual meeting encourages parents to share their views.

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

- the statement of the procedure to follow if a parent fails to collect a child or a child is lost
- the information held of local Area Child Protection Committee procedures
- the ways to assess and reduce risks to children's health and safety
- the ways of recording incidents of unusual behaviour or the need for physical restraint
- the policies and statements on child protection, equal opportunities, special needs and complaints.

#### **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
2	Produce a statement of the procedure to follow if a parent fails to collect a child or a child is lost.	20/04/2004

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

Std	Recommendation
6	Develop an action plan to assess and reduce risks to children's health and safety, which is reviewed regularly.
11	Develop a way to record incidents of unusual behaviour and the need for physical restraint.
13	Obtain a copy of local Area Child Protection Committee procedures.
14	Develop policies and statements on child protection, equal opportunities, special needs and complaints.

## **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.*