



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 251631

### INSPECTION DETAILS

Inspection Date 14/07/2004  
Inspector Name Betty George

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Skylarks Breakfast & After-school Club  
Setting Address Guildall Feoffment Primary School  
Bridewell Lane  
Bury St. Edmunds  
Suffolk  
IP33 1RE

### REGISTERED PROVIDER DETAILS

Name The Committee of Skylarks Breakfast, After School & Holiday Club

### ORGANISATION DETAILS

Name Skylarks Breakfast, After School & Holiday Club  
Address Guildall Feoffment Primary School  
Bridewell Lane  
Bury St Edmunds  
Suffolk  
IP33 1RE

## 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

Skylarks is situated in the grounds of Guildhall Primary School, in Bury St Edmunds.

The rooms that are used are shared with the playgroup and the primary school. Children can use the club if they attend the primary school. The club is open each day, during term-time from 08:00-08:45 and after school 15:15-18:15 and can take up to 32 children. During the holidays they provide care for 26 children and are open from 08:30 - 17:30.

The setting is due to move to another area of the school whilst their current premises is being decorated. Over 50% of staff hold suitable qualifications.

### How good is the Day Care?

Skylarks Breakfast and After School Club provides satisfactory care for children.

The setting has two playrooms and an outside play area close by. On arrival children are taken to an enclosed playground where they play for the first part of the session. When they arrive in the playrooms, a wide range of activities are set out for children to choose. Generally the rooms were satisfactory. The premises is to be decorated during the summer holidays. Most documentation including policies were in place, however the policy for lost or uncollected children was not available as this is currently being updated.

Staff with appropriate qualifications are employed, with four staff present at the time of the inspection. Ratios are maintained for the number of children present, however, deployment of staff was not always fully effective. Children were able to use both play rooms and the outside play area simultaneously, but occasionally children were left alone without supervision for short periods of time indoors. During the session children are offered a snack and good hygiene standards were encouraged, for example, children were asked to wash hands before eating.

All children are welcome. Several children who have special needs attend the club. The setting has a good range of activities suitable for the age range, however, resources did not reflect diversity. Occasionally, staff were unaware of children's unwanted behaviour happening within the room, this impacted on the well being of other children.

Several parents responded to the inspection giving positive comments. Parents are greeted at the door and information is offered verbally and via a notice board. Personal records are stored appropriately to ensure confidentiality.

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

n/a

**What is being done well?**

- The group have policies and procedures that ensure that all children can participate at a level appropriate to their needs. Several children with special needs attend the club.
- Children are provided with a range of activities indoors and outside that maintain their interest.

**What needs to be improved?**

- staff vigilance to ensure the safety of children
- the range of toys to reflect diversity
- deployment of staff to improve supervision
- behaviour management to be consistent and positive.

**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 should have regard to the following recommendations by the time of the next inspection**

Std	Recommendation
3	take steps to increase staff vigilance so that children are supervised at all times

6	deploy staff to ensure children's safety
9	update resources to reflect diversity
11	implement positive methods of behaviour management

## **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.*