



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 257169

INSPECTION DETAILS

Inspection Date	08/11/2004
Inspector Name	Mary Kelly

SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	Highgate Family Support Centre
Setting Address	Highgate Baptist Church Conybere Street Birmingham West Midlands B12 0YL

REGISTERED PROVIDER DETAILS

Name	The Committee of Highgate Family Support Centre
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ORGANISATION DETAILS

Name	Highgate Family Support Centre
Address	Conybere Street Birmingham West Midlands B12 0YL

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

Highgate Family Support Centre operates from 4 rooms in a church. It is situated in Highgate area of Birmingham. A maximum of 40 children may attend at any one time. The after school club is open each weekday from 15:15 until 18:00 for 39 weeks of the year. All children have access to the outdoor area.

There are currently 24 children aged from 4 to 11 years on roll. Children come from a wide catchment area, as most of the parents travel to work. The after school club currently supports children with special needs and children who speak English as an additional language. The after school club employs 10 staff. Of these, 4 staff, including the manager hold appropriate early years qualifications, and 4 staff are working towards a qualification.

How good is the Day Care?

Highgate Family Support Centre provides good quality care for children.

The centre offers a warm, clean and friendly atmosphere for the children with plenty of play space. Children have access to a variety of play resources for activities both indoors and outdoors. Most documentation is complete and maintained.

Good attention is given to aspects of safety within the setting and whilst the children are travelling from school whether walking or travelling in the centre minibus. Security checks are in place. Attention is given to hygiene routines by staff and the children. The cook provides a healthy range of meals and snacks and takes into account the dietary needs and preferences of the children. Staff have a positive attitude towards issues regarding equality of opportunity and anti discriminatory practice and caring for children with special needs. There was a sound knowledge of child protection issues and procedures.

A wide selection of clean and safe play equipment is available and the children are happy and interested in the activities provided. Staff offer ample adult support and attention to the children and they listen and join in their play. Children's behaviour is managed appropriately to their age and level of understanding. They receive frequent praise and encouragement.

Partnerships with the parents is good and they are happy with the care the children receive. The staff ensure that the children are cared for according to their parents'

wishes and are aware of their daily activities through daily verbal communication.

What has improved since the last inspection?

Not applicable.

What is being done well?

- Person in charge has a level 3 qualification and staff attend relevant training to improve practice.
- Staff plan a range of activities to meet the individual needs of the children.
- There is good storage of both small and larger play resources.
- Access to the premises is secure, ensuring the safety of the children and staff.
- Good procedures are in place to ensure that the staff and children promote health and hygiene.
- Menus are available to the parents and food is healthy and nutritious and cooked freshly daily on the premises.
- Children are encouraged to have ownership on rules for managing their behaviour. The children are polite, courteous and staff act as good role models.
- Current training has been recently accessed and the group have a comprehensive policy.

What needs to be improved?

- the written procedure to be followed in the event of lost children
- the complaints procedure.

PREVIOUS COMPLAINTS (This section applies only to inspections carried out from September 2004. The complaint record relates to complaints from the last inspection or 1st April 2004 whichever is later.)

There are no complaints to report.

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
2	Develop written procedures to be followed in the event of a lost child.
12	Include contact details of the regulator in the complaint procedure.

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.