



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 400240

INSPECTION DETAILS

Inspection Date	31/07/2003
Inspector Name	Christine Tipple

SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	Newby Fun Factory
Setting Address	The Green Scarborough North Yorkshire YO12 5JA

REGISTERED PROVIDER DETAILS

Name	The Committee of Voluntary Management Committee
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ORGANISATION DETAILS

Name	Voluntary Management Committee
Address	The Green Scarborough North Yorkshire YO12 5JA

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

Newby Fun Factory out of school club has been registered since 1995. It operates from Newby County Primary school premises, the club has access to the dining hall, library and in the holidays the main hall. There is use of the outside playing fields and tarmac area all year.

Children attend in term time mainly from the school, in the holidays they come from a wide area. The club opens in term time Monday to Friday 8am to 8.45am and 15.15pm to 18.00 pm. In the holidays it is open Monday to Friday 8.00am until 18.00 pm.

There are 5 staff employed both part time and full time, and a volunteer helper part time. One member of staff is to access a play worker training programme.

How good is the Day Care?

Newby Fun Factory out of school club provides satisfactory care for the children. Staff provide a welcoming environment for the children where they feel secure. They promote children's safety both indoors and outdoors.

The children are provided with a satisfactory selection and range of toys and resources that provide them with a balance and range of activities. Staff involve the children in decisions of what is provided, they can select and choose activities and outings. However there are limited resources that promote equality of opportunities.

Staff work well as a team, but access to relevant training is required.

There is a positive approach to children's behaviour by the staff that is managed in a consistent and caring way.

Staff have positive relationships with parents and they make time to discuss their child's day with them. The information, policies and procedures available do not reflect the overall operational organisation of the club.

Parents can be involved with the club by being on the management committee, however details of roles and responsibilities also requires more details.

What has improved since the last inspection?

At the last inspection Newby Fun factory agreed to record the times of arrival and departure of the children attending, this to include staff, this is now in operation in the diary. A visitors signing in book for the holiday play schemes, was also requested. This is in place.

To provide some relaxing areas for the children, bean bags have been purchased which can be moved where children want to use them. Food brought in by the children to be stored appropriately, the club now have a fridge to store perishable foods.

What is being done well?

- Staff have positive relationships with the children , staff encourage children to participate in all that is provided. They have formed a children's committee and their ideas on activities and outings are valued and considered. There are a range of activities planned and there is a satisfactory selection and choice of toys, equipment and resources that provides the children with a variety of both planned and free play that are interesting.
- Staff work well as a team and are supportive of each other, they share tasks and ensure that routines are managed well for the children. They provide a consistent approach to managing children's behaviour, emphasis on taking turns, sharing and to respect others.
- Staff develop positive relationships with parents and provide time to talk with them and meet their needs for places for their children.

What needs to be improved?

- effective procedures in relation to the recruitment of staff;
- training in relation to the supervisor and deputy and 50% of all other staff, the induction policy for new staff is fully introduced. Staff to access a relevant first aid course for young children;
- the policy on lost children, to include non collection of children;
- risk assessment in relation to identified risks and a review process;
- clearer detail relating to parents permission for medication to be administered, to obtain their signature in the accident log;
- a healthy approach to snacks for the children;
- provision of an equal opportunities policy in relation to the club, and to develop access to resources and equipment that reflect the wider society;
- complaints in relation to relevant contact details for parents;
- procedures and staff's knowledge and understanding of child protection issues.

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
1	ensure that there are effective procedures in place for checking staff are experienced to work with children	01/02/2004
2	submit and implement an action plan detailing how at least half of all childcare staff will hold a level 2 qualification in childcare	01/09/2003
2	submit and implement an action plan that sets out how supervisors will achieve a level 3 qualification	01/09/2003
7	ensure at least one person on site holds a first aid qualification for young children.	01/09/2003
13	ensure that the child protection procedure for the Out of School club complies with local Area Child Protection Committee (ACPC) procedures	01/09/2003

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

Std	Recommendation
2	ensure the staff induction programme is linked to the policy in place;
2	ensure the policy regarding lost children includes procedures to be followed in the event of a parent/carer failing to collect a child;
6	conduct a risk assessment on the premises identifying action(s) to be taken to minimize identified risks, and review accordingly;
7	obtain clear individual written permission from parents before administering medication to children;
7	obtain parents signature on accident forms;
8	provide a healthy choice of foods at snack times for the children;

9	ensure that children have an appropriate range of activities and resources that promote equality of opportunity and anti-discriminatory practice;
9	devise an equal opportunities policy that is consistent with current legislation and guidance, and relevant to the childcare provision. Ensure that this is understood and implemented by all staff and shared with parents;
12	ensure the information for parents regarding complaints includes the relevant contact details;
13	develop staff's knowledge and understanding of child protection issues.

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.