



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 509903

INSPECTION DETAILS

Inspection Date 09/12/2003
Inspector Name Maggie Buckley

SETTING DETAILS

Day Care Type Full Day Care, Out of School Day Care
Setting Name J's Out of School Club
Setting Address Field Head
Huddersfield
West Yorkshire
HD5 0JH

REGISTERED PROVIDER DETAILS

Name The Committee of J's Out of School Club

ORGANISATION DETAILS

Name J's Out of School Club
Address Field Head
Huddersfield
West Yorkshire
HD5 0JH

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

J's Out of School and Holiday Care Club opened in 1998. It operates from the main hall or a classroom portacabin in St John's Junior and Infant School which is in the Golcar area of Huddersfield. The club has use of the school grounds for outdoor play opportunities. The out of school serves St John's school children. The holiday care club also offers places to children within the local area.

There are currently 40 children from five to eleven years on roll. Children attend for a variety of sessions.

The group opens five days a week all year round. Sessions are from 07.00 until 18.00 at the holiday care scheme. The out of school operates around the school day also opening at 07.00 and closing at 18.00.

The club is managed by an active committee who employ seven permanent and three casual part time staff to work directly with the children. Three members of staff have early years qualifications to NVQ level 3. The group receive support from the Early Years and Childcare Partnership.

The inspection took place at the out of school club.

How good is the Day Care?

J's Out of School and Holiday Care Club provides satisfactory quality of care for children. The premises used are within the school and offer good continuity to the children. Rooms used are well laid out and offer a broad range of resources both indoors and outdoors. The club receives commitment and support from both the school and an active management committee. A comprehensive induction programme is in place for new staff. At present, however, staffing qualifications for some of the sessions are not at the required levels. Most of the relevant paperwork is in place but there are some weaknesses in this area.

High priority is given to children's safety. Effective procedures are in place for the collection of children and they are well supervised once they arrive. Statements in respect of special needs and child protection need to be put in place or extended. Well established hygiene routines are in place but use of the toilets for storage and cloakroom is not ideal. Snack times are enjoyed by the children and strong emphasis is placed on healthy eating.

Good relationships exist between the staff and children. A broad range of activities are provided and children have a strong sense of ownership of the club which is encouraged. They are interested, involved and behave well. Children are treated with respect and understand what is expected of them.

Very positive relationships with parents exist. They are encouraged into the relaxed atmosphere of the club. Lots of Information is shared about the children and the club both verbally and in writing.

What has improved since the last inspection?

At the last inspection the group were asked to put a number of policies in place. These have been done other than the special needs statement which remains outstanding. The holiday Care Club now has a key worker system. Systems are in place to ensure parents sign both the accident and incident books appropriately.

What is being done well?

- Children are happy to attend J's. They are interested and involved in what's on offer. They have a strong sense of ownership about their club and they are given plenty of choice with regard to activities.
- A very good range of resources are available which are set up prior to the children arriving and present an attractive and interesting environment.
- Children's safety is given every consideration. A detailed risk assessment is in place which is checked daily. This is complimented by a number of procedures addressing identified risks.
- Snacks are provided which are healthy and enjoyable. Fruit and salad are offered to the children daily. Tables are set up attractively and children are given lots of choice.
- Relationships with parents are very positive. Parents are particularly appreciative of the staff group, the activities offered and the fact that the children enjoy the club and want to attend.

What needs to be improved?

- qualifications of staff
- paperwork in respect of registers, emergency medical consent and medicine records
- policies in respect of special needs and child protection
- toilet facilities

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	Develop an action plan that sets out how staff training and qualification requirements will be met.	09/01/2004
2	Ensure registration system records actual times of arrival and departure of children and staff.	09/01/2004
7	Request written permission from parents for seeking emergency medical advice or treatment. If medicines are administered keep a written record, signed by parents, of medicines given to children.	09/01/2004
10	Devise and make available to parents, a written statement on special needs which is consistent with current legislation and guidance. Ensure that this is understood and implemented by all staff.	09/01/2004
13	Ensure that the child protection procedure for the out of school and holiday care club complies with local Area Child Protection Committee (ACPC) procedures.	09/01/2004

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

Std	Recommendation
4	Look for alternatives to using toilet areas for storage and cloakroom.

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.