



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 309761

INSPECTION DETAILS

Inspection Date 11/11/2004
Inspector Name Lesley Sharples

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name The Planet Club
Setting Address Burn Naze CP School
Heys Street
Thornton-Cleveleys
Lancashire
FY5 4JP

REGISTERED PROVIDER DETAILS

Name The Committee of The Planet Club

ORGANISATION DETAILS

Name The Planet Club
Address Burn Naze CP School
Heys Street
Thornton-Cleveleys
Lancashire
FY5 4JP

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 Planet Club has been registered since September 1998. It is an out of school club facility set within Burn Naze Community Primary School and situated in the Wyre area of Thornton, which is near to the town of Fleetwood. The locality is mainly residential with a number of small business units nearby. The provision is run by a committee, which provides both before and after school amenities for children attending the school as well as those who attend at a neighbouring one.

The Club is registered for a total of 16 children between the ages of 4-7 years. There are currently 35 children on roll who attend throughout the week, the majority of them on a full time basis. The provision supports a number of children who have special needs and there are no children for whom English is an additional language. The breakfast club sessions are between 07:30 - 08:45 and the after school sessions are between 15:15 - 17:45 each weekday during term times.

Facilities comprise of the school hall and one classroom and there is an adjacent outdoor area.

The staff team of four has two qualified and two unqualified members of staff. One of the qualified members of staff has the Diploma in Playgroup Practice plus Level 3 in Parents as Educators and the other has NVQ Level 3 in Child Care and Education. Support and training is gained from the local authority and the provision is a member of '4 Children', formerly Kids Club Network.

How good is the Day Care?

The Planet Club provides satisfactory care for children.

The staff team know the children well and work closely with them to provide security and support. There is no formal comprehensive staff induction programme in place. Documentation is generally satisfactory although some weaknesses were identified.

Most aspects of children's safety are satisfactory and reasonable steps have been taken to minimise risks to children, however some weaknesses were identified in the procedure and practice for conducting risk assessments. Fire procedures are practiced regularly and recorded. Hygiene practice is encouraged and staff take into account dietary needs when offering snacks and drinks. First aid training and 'child protection awareness' is out of date. Premises are kept secure and arrival and

departure times are monitored well.

Children have access to suitable play areas within the school and staff make use of the large space in the hall effectively. There is a good range of play resources, which are well used. These cater for all children, which they enjoy. Interaction between children and staff is good, creating a friendly atmosphere. Staff manage children's behaviour well giving praise and encouragement and children respond positively to this.

Partnership with parents is based on daily verbal communication and written information regarding special events such as trips. Information is not shared with parents enough. This means they are not fully aware of practice and procedures and the requirements placed upon the provision to ensure their children are safe and engaged in meaningful activities.

What has improved since the last inspection?

At the last inspection a number of actions were agreed upon in order to meet the National Standards. These related to the: record of children's attendance; maintaining adult/child ratios; confirmation that all staff have been vetted; devising an operational plan; obtaining an environmental health report; undertaking regular fire drills; formulating a risk assessment; making resources available to reflect positive images of race, culture, gender and disability and providing a child protection statement.

Most of these actions have been implemented some are partly met and further recommendations have been raised in this report. Documentation is in place, this shows accurate attendance of staff/children/visitors in the setting and ratios are met. Staff clearances are being updated at present as new staff have commenced. There is no requirement to provide an operational plan but policies and procedures assist with the organisation of the provision. Although the environmental health department have been contacted there has been no visit made, being informed that as only snacks are provided it is not a high priority. Fire drills are now practised regularly but a formal risk assessment is still outstanding. Some resources are offered to reflect our multi culture and a child protection statement is in place although it now needs updating.

The above actions ensure the welfare and protection of children as well as their safety and this gives reassurance to parents who use the provision.

What is being done well?

- A wide range of interesting and enjoyable activities are available and suitable for the varied age group of children attending the provision. The children have good relationships with the adults looking after them who create a friendly atmosphere where the children can play happily and enjoy their time together. Staff facilitating spontaneous play chosen by children.
- A good variety of toys and play equipment provides opportunities for children to learn new skills while having fun at the club.

- Snack times are well managed with attention given to hygiene and providing differing snacks, some of which the children are involved in preparing themselves. Children also do not always have to eat together in a large group, which facilitates a more relaxed occasion.

What needs to be improved?

- the documentation relating to child protection and complaint procedures and their availability for parents
- the training relating to first aid and child protection
- the induction programme for staff
- the implementation of risk assessments and safety arrangements which are regularly reviewed.

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

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 |
|-----|---|
| 2 | Implement an effective induction programme. |
| 6 | Formalise a risk assessment on the premises identifying actions to be taken to minimize identified risks. |
| 7 | Ensure at least one member of staff with a current first aid certificate will be on the premises or on outings at any one time. |
| 12 | Make available to parents an up to date written statement that provides |

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|----|---|
| | details of the procedure to be followed if they have a complaint. |
| 13 | Update training and awareness of child protection as well as the written child protection statement in line with the revised guidance and make the policy available to parents. |

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.