



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 159954

### INSPECTION DETAILS

Inspection Date 16/07/2004  
Inspector Name Adetokunbo Abudu

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name The Lighthouse Club at St. John's  
Setting Address 64 Larcom Street  
London  
SE17 1NQ

### REGISTERED PROVIDER DETAILS

Name The Committee of Supplementary School (Lighthouse) 1041216

### ORGANISATION DETAILS

Name Supplementary School (Lighthouse)  
Address Kingswood House  
Seeley Drive, Dulwich  
London  
SE21 8QR

## 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 Lighthouse at St John Institute has been registered since November 2000. It operates from a multi-use building in Walworth, in the London Borough of Southwark, which is very close to the popular East Street market and the Elephant and Castle tube and bus stations. The club serves the children from the local primary schools. Children have access to two group rooms on the top floor.

The facility opens weekdays, during term times, Monday to Friday, from 15:00 to 18:00.

There are six full-time members of staff working with the children. All have experience in looking after children. Four members of staff have early years or play work qualifications. The provider has an NNEB qualification, the manager has NVQ Level 3 in childcare and education and the deputy holds a CACHE Level 3 in P.P.A. The other members of staff are qualified in childcare and education.

### How good is the Day Care?

The Lighthouse Club at St John's provides satisfactory care for children aged 4 - 8 years old.

The club offers suitably qualified and experienced staff. They work well together as a team and supervise the children appropriately so that children feel safe and secure at the setting. The person in charge is suitably qualified and vetted. There is a clear programme of activities that allow children access to free play and planned activities. There is a range of suitable activities on offer and the children are well occupied. Some of the toys and resources are in need of replacement. Children are valued and respected and their individual needs are met with equal concerns. They are happy and settled in this environment.

The environment is stimulating and the toys and play materials meet the needs of the children attending. Staff have very good relationships with the children and they respond well to them. The setting has an inclusion policy on children with special needs. Good behaviour is valued at the setting and staff are consistent when handling unacceptable behaviour. The children are offered healthy and nutritious snacks and they are encouraged to be independent e.g. serving themselves.

Staff have a satisfactory awareness of safety issues within the setting, however,

accidents on are not always recorded. They carry out a visual risk assessment on a daily basis. Fire evacuation procedures have not been written specifically for this setting and also not recorded. The premises are clean and well maintained.

Staff have good working relationships with the parents and carers. Relevant information is provided about the setting and information provided about the children's activities. However, most of the required procedural manuals are unavailable e.g. policy about the exclusion of children who are ill or infectious, complaints procedure, written medication consent, first aid and food hygiene certificates are not available to parents and carers.

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

The areas for improvement identified at the last inspection were executed satisfactorily.

### **What is being done well?**

- The staff have very good relationships with the children, children respond to the staff well. Staff value and listen to what children have to say.
- Resources are well organised and children have easy access to them. They are appropriate for the needs of the children.
- There are effective systems in place for the safe arrival and collection of children. The children are offered healthy and nutritious snacks and they are encouraged to be independent e.g. serving themselves.
- Staff are aware of the children's individual needs and they treat them with equal concern. Children are valued and respected and their individual needs are met with equal concern.

### **What needs to be improved?**

- the condition of some of the toys and resources;
- the fire evacuation procedure to be displayed. Fire drills to be conducted and recorded regularly;
- evidence of risk assessments carried out on the premises;
- the implementation of a sick child policy, medicine policy and an emergency treatment consent form;
- the requirement for parents to countersign both the accident and medication book;
- the complaints procedure to include Ofsted's details;
- documentation, records, policies and procedures which are required for the efficient and safe management of the provision to promote the welfare and care of the children e.g. the accessibility to parents and staff awareness of procedural manuals.

**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 were no previous complaints

**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
7	Devise and implement a policy about the exclusion of children who are ill or infectious and make sure parents are made aware of it and a policy regarding the administration of medication.	12/01/2005
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.	12/01/2005

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

Std	Recommendation
3	Replace the old toys and resources.
6	Conduct regular fire evacuation drills and ensure records are readily available for inspection.
7	Obtain written permission from parents before administering medication to children. Keep a written record, signed by parents, of medicines given and accidents to children. Ensure the procedure for managing self-held medication, such as inhalers is made aware to parents.
12	Add Ofsted details to complaints procedure and make available to all parents and carers.

14	Ensure that all relevant policies and procedures are understood by staff, discussed with parents and display in the setting e.g. medication, accident, special needs, designated persons with first aid and food hygiene certificates is displayed.
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## **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.*