



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 509430

### INSPECTION DETAILS

Inspection Date	30/10/2003
Inspector Name	Rebecca Trow

### SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	St Mary's Before and After School Club and Holiday Playscheme
Setting Address	St Mary's Church Hall Bristol Road Selly Oak Birmingham B29 6ND

### REGISTERED PROVIDER DETAILS

Name	Mr Gerald Fage
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## 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

St. Mary's Out of School Club opened in 1997. It operates from two rooms in a church community centre in Selly Oak in Birmingham. The club serves the local area.

There are currently 56 children from 4 to 11 years on roll. Children attend for a variety of sessions. The setting currently supports a number of children with special needs.

The group opens five days a week all year round. Sessions during term time are from 7.15 until 9.00 and from 15.15 until 18.15. The holiday play scheme opens from 7.15 until 18.15.

There are five staff working with the children, all of whom are working towards a recognised play work or early years qualification.

### How good is the Day Care?

St. Mary's Out of School Club provides satisfactory care for children.

The group is generally well organised and children are cared for in a welcoming environment. Space is used creatively and children move around the building freely. Children have access to a good range of toys and resources although positive images are limited. Equipment is stored at the children's level to enable self selection. Some documentation is maintained; paperwork is reviewed and updated on a regular basis.

Staff regularly review safety arrangements and are vigilant about children's safety inside the setting and whilst on outings. Procedures for medication are clear and accurate records are maintained. Staff have plans in place to gain first aid certificates in the near future. Staff and children eat their meals together and conversation is encouraged. Parents are consulted regarding their children's individual needs and all children are treated with equal concern. Emphasis is placed on ensuring all children are happy and settled. Staff have a satisfactory understanding of issues relating to child protection.

Staff provide children with a variety of planned activities and opportunities for free play. Children interact well with peers and staff. Management of children's behaviour is clear and consistent. Staff encourage positive behaviour by offering regular praise.

Partnership with parents is good and staff make time each day to exchange information.

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

At the last inspection the manager agreed to ensure that supervisors would attain a level 3 qualification and that at least half the staff would reach level two. Currently all staff are working towards an early years or play work qualification.

The manager also agreed to make hazardous substances inaccessible to children, to conduct a risk assessment of the building and record visitors to the setting. These actions have been implemented successfully.

Written procedures for equal opportunities, special needs and child protection were also required. The policy for equal opportunities has been completed. However, policies for special needs and child protection are still incomplete.

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

- Children are well occupied with a range of activities.
- Staff interact with children and support their play through involvement and appropriate questioning.
- Space is used creatively and children are able to move freely around the setting.
- Mealtimes are social occasions. Staff and children eat together and conversation is encouraged.
- All children are treated with equal concern and children's individual needs are met after consultation with parents.

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

- the procedures for lost or uncollected children
- the child protection procedure
- the grouping of children
- the records of staff attendance
- the range of resource that reflect positive image of culture, gender and disability
- the written policy regarding children with special needs
- the complaints procedure.

#### **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
14	Complete all documentation including a statement of the procedure to be followed if a child is not collected or is lost and a statement of the procedure to be followed in the event of allegations of abuse or neglect.	30/11/2003

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

Std	Recommendation
2	Implement a key worker system.
2	Maintain a staff register.
5	Increase the range of resources that reflect positive images of culture, gender and disability.
10	Revise the written policy regarding children with special needs.
12	Include the name, address and telephone number of the regulator in the complaints 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.*