



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN EY229855

INSPECTION DETAILS

Inspection Date	07/08/2003
Inspector Name	Sheila Collins

SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	Andover Mencap Summer Scheme
Setting Address	Bonhomie Centre Southend Road Andover Hampshire SP10 2DN

REGISTERED PROVIDER DETAILS

Name	Andover Mencap Summer Scheme 2962601 104832
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ORGANISATION DETAILS

Name	Andover Mencap Summer Scheme
Address	Bonhomie Centre Southend Road Andover Hampshire SP10 2DN

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

Andover and District Mencap Holiday Playscheme and Saturday Club opened in July 2002. It operates from the Bonhomie Centre in the town of Andover. The scheme uses the meeting room as a base and can also use a small adjoining room if needed. There is also supervised access to a kitchen and toilets. The play scheme is open to children with learning difficulties and other special needs. Children attending come not only in Andover but also surrounding areas of North Hampshire.

The play scheme is registered to provide 15 places for children aged five to sixteen years. Children attend on 20 Saturdays through out the year and for 12 days during school summer holidays. Sessions last from 10:00 to 16:00. Thirty one staff are available to work with the children. Some are only employed in the holiday; others work all year. Of these, four staff members have a recognised qualification in childcare and social care. Eight members of staff work as assistants within special needs schools in the locality.

How good is the Day Care?

Andover and District Mencap Playscheme provides a satisfactory standard of care for children. All aspects of the provision are well organised and effective use is made of staff to ensure that all children attending have one to one support. Although there is limited space available in the centre, which is multi use, the staff utilise this well. Outings are arranged on a daily basis, weather permitting, to compensate for the lack of a safe , secure outside play area. High priority is given to ensuring children's safety collectively and individually , both at the centre and on outings.

There is a limited range of toys and activities available, but those which are, are stage appropriate. All children attending have special needs and staff work with parents to ensure that each child is well supported, cared for according to their specific needs and are included in activities which are appropriate for them. Individual care patterns and behaviour strategies are agreed for each child with their parents and are consistently followed.

There is a good partnership with parents. They are updated about the activities which their child has taken part in on a daily basis. They are kept in touch with the centre throughout the year by means if regular newsletters. For the playscheme there is a handbook of policies and procedures in place. Not all of these are comprehensive enough to meet the requirements of the National Standards for out

of school care and those on Mencap.

What has improved since the last inspection?

Not applicable.

What is being done well?

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| <ul style="list-style-type: none">● There are sufficient staff employed to ensure that each child has a one to one helper.● Staff take children on regular outings to compensate for the lack of safe outdoor play space at the centre.● Toys and activities offered for the children are stage appropriate.● Staff have a clear understanding of the health and personal hygiene needs, dietary needs of behaviour management strategies and the activities the child likes to take part in so can meet each child's individual needs.● There is a good partnership with parents which ensures appropriate care is given to each individual child.. |
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What needs to be improved?

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| <ul style="list-style-type: none">● the procedure to be followed by the playschemes to cover action to be taken if a child becomes lost;(Standard 2.)● the registration system to times of arrival and departure of children; (Standard 2)● the range of toys and equipment, including resources which reflect positive images of different cultures and abilities; (Standards 2 and 9)● the recording of accidents to include parental signature of acknowledgement; (Standard 7)● the complaints policy to include details of OFSTED; (Standard 12)● the child protection policy to include the procedure to be followed in the event of an accusation being made against a staff member. (Standard 13). |
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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	devise and implement a procedure to be followed if a child becomes lost.
7	ensure that parents countersign entries in the accident records
12	ensure that the details of OFSTED as regulator are made available to parents in the complaints procedure.
13	ensure that the child protection policy includes the procedures to be followed in the event of an allegation being made against a staff member.

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.