



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN EY242675

INSPECTION DETAILS

Inspection Date	20/10/2004
Inspector Name	Shirley Amanda Wilkes

SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	Colwich Youth & Community Centre
Setting Address	Main Road Colwich Stafford Staffordshire ST16 0XD

REGISTERED PROVIDER DETAILS

Name	The Committee of Colwich & The Haywoods Community Association
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ORGANISATION DETAILS

Name	Colwich & The Haywoods Community Association
Address	Youth & Community Centre Colwich Stafford ST16 0XD

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

Colwich Youth Centre Out of School Club opened in 2002. The group operates from Colwich Youth Centre in the village of Colwich. The group have the use of two main halls, kitchen, toilets and outdoor play area. The group serves the local community.

The group opens before and after school on Monday to Friday, term time only. Sessions are from 07:30 until 08:50 and 15:30pm until 18:00. The group also operates a holiday play scheme during school holidays.

There are two full time members of staff that work with the children. Half of the staff hold childcare qualifications.

How good is the Day Care?

Colwich Youth and Community Centre Out of School Club provides unsatisfactory care for children. The club are unable to demonstrate a satisfactory understanding of some of the national standards. Several of the required policies, procedures and records are not maintained and shared with staff and parents.

The staff of the club provide a warm and welcoming environment, however not all hazards have been addressed. The children are recognised as individuals and staff ensure their differing needs are met. The club meets children's dietary needs well. The staffs understanding of child protection procedures is limited.

Time and resources are well organised to provide a range of activities, both inside and outside. This creates a stimulating and supportive environment for the children. They are encouraged to take part in activities that contribute to their development and learning. There are suitable procedures and behaviour boundaries in place, however they are not shared with parents.

The partnership with parents is developing well due to the staff's friendly, approachable manner. Regular discussions between parents and staff enables them to know the children's likes and dislikes and individual needs.

What has improved since the last inspection?

Not applicable

What is being done well?

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| <ul style="list-style-type: none">● The group creates a welcoming environment for parents and children.● A varied range of activities are provided for the children which creates a stimulating environment● Relationships with parents are developing well with information exchanged daily. |
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What needs to be improved?

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| <ul style="list-style-type: none">● arrangements for recruiting, inducting staff and keeping Ofsted informed of changes● procedure to be followed if a child is lost or uncollected● arrangements for storing hazardous materials● staffs understanding and training regarding first aid and child protection● medication records● arrangements to ensure all records relating to the club are maintained on the premises● health and safety policy● child protection policy● recording of accidents● arrangements to gain consent from parents to seek emergency medical treatment or advice. |
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Outcome of the inspection

Unsatisfactory

CONDITIONS OF REGISTRATION

<i>All registered persons must comply with all conditions of registration included on his/her certificate of registration.</i>
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<i>As a result of this inspection conditions of registration have been imposed / varied / removed and a new certificate of registration will be issued.</i>

WHAT NEEDS TO BE DONE NEXT?

The Registered Person must take the following actions by the date shown		
Std	Action	Date
1	Ensure Ofsted are notified of relevant changes.	01/11/2004
1	Ensure that staff members are suitable, and have relevant qualification, experience and skills.	01/11/2004
2	Devise and implement procedures to be followed if a child is lost or uncollected.	01/11/2004
2	Implement an induction procedure for new staff.	01/11/2004
6	Make sure that hazardous materials are inaccessible to the children.	01/11/2004
6	Update health and safety policy to meet the needs of the out of school group and ensure staff are aware of policy.	20/11/2004
7	Develop and implement an action plan detailing how at least one member of staff with a current first aid certificate will be on the premises at any one time.	20/11/2004
7	Keep a written record, signed by parents, of medicines given to children.	20/11/2004
13	Ensure that the child protection procedure for the Out of School Group complies with local Area Child Protection Committee (ACPC) procedures and staff are aware of how to implement.	20/11/2004
14	Ensure that all records relating to day care activities are readily accessible on the premises and available for inspection at all times.	01/11/2004

The Registered Person should have regard to the following recommendations by the time of the next inspection	
Std	Recommendation
12	Ensure all policies and procedures are available to and discussed with parents, in particular those relating to behaviour management, child protection and the procedure to be followed if they wish to make a complaint.

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.