



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN EY269164

### INSPECTION DETAILS

Inspection Date	31/01/2005
Inspector Name	Ruth Tharme

### SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	Croft School Funclub
Setting Address	Churchill Way Painswick Stroud Gloucestershire GL6 6RQ

### REGISTERED PROVIDER DETAILS

Name	The Committee of Croft School Funclub
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### ORGANISATION DETAILS

Name	Croft School Funclub
Address	Churchill Way Painswick Stroud Gloucestershire GL6 6RQ

## 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

Croft School Funclub opened in 2003. It operates from the Croft Primary School in Painswick, a rural town situated on the edge of Gloucester. The club serves the local community and is managed by a voluntary committee.

The club provides out-of-school care for 30 children aged between 4 and 11 years old. There are currently 115 children on the roll. The club supports children with special needs. Sessions are from 15.15 until 17.00 from Monday to Friday during school terms.

The playleader and deputy playleader hold appropriate early years qualifications. The group receives support from the Early Years Childcare services and the Gloucestershire Preschool and Toddler Association.

### How good is the Day Care?

Croft School Fun Club provides satisfactory care for children. It operates from a bright and airy hall within the school and provides a safe environment for young children. There is a thorough induction programme in place and staff are well informed about safety issues. There are regular fire drills and a documented risk assessment programme in place. Children wash their hands before eating and there are strict procedures for handling pets in order to maintain good health and hygiene standards. There are good arrangements for the administration of first aid but there is no system in place for recording when medication has been administered, or of parental consent. Staff have a reasonable understanding of child protection issues but the child protection statement does not include information on procedures for dealing with concerns.

There is a good range of resources available including a selection of games, craft materials and outdoor play equipment. Children can request the activities they wish to take part in but most resources are generally stored out of sight and children are not fully aware of what is available to them. The group supports children's individual needs and has good links with the school to ensure a consistent approach. There are effective procedures to ensure that dietary requirements are appropriately met. There is a clear policy on bullying and staff are effective role models. They give appropriate praise to encourage good behaviour. Drinks are readily available and snacks of fruit and toast are provided.

A notice board is used to keep parents informed of the weekly programme and staff are available to speak with parents at the end of each session. Policies are readily available to parents but information on how to contact the regulator is not provided. There are no procedures to implemented should a child be uncollected. Documentation is stored appropriately to maintain confidentiality.

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

Not applicable as this is the first inspection since registration.

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

- Induction procedures are well documented and clear. New staff members are required to sign to confirm that all policies and procedures have been explained and understood.
- There is a well-documented programme of risk assessment and clear procedures for ensuring that staff are well informed. Daily checks on premises and resources are carried out and recorded.
- There are effective arrangements for giving first aid if necessary. Three staff members hold relevant qualifications and a well-stocked first aid box is readily available. Parents have been asked to give written consent for staff to seek emergency medical advice or treatment if necessary.

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

- documentation to include procedures to be followed in the event of a child being uncollected
- the complaints procedure to include details of how to contact Ofsted
- documentation to provide a clear record of any medication administered to children and of parental consent
- the organisation and presentation of activities to encourage children to take part in a wider range of play experiences
- the child protection statement to include details of the procedures to be followed in the event of a concern being raised or an allegation being made against a member of staff.

#### **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.

<b>Outcome of the inspection</b>
Satisfactory

<b>CONDITIONS OF REGISTRATION</b>
<i>All registered persons must comply with all conditions of registration included on his/her certificate of registration.</i>
<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?**

<b>The Registered Person must take the following actions by the date shown</b>		
Std	Action	Date
2	Devise appropriate procedures to be followed in the event of a child being uncollected.	15/03/2005
14	Devise and implement a system for recording parent's consent and the administration of medication.	15/03/2005

<b>The Registered Person should have regard to the following recommendations by the time of the next inspection</b>	
Std	Recommendation
3	Review the organisation and presentation of activities to ensure that children can readily access a variety of play opportunities.
12	Extend the complaints procedure to include details of the regulator.
13	Extend the child protection statement to include details of procedures to be followed in the event of any concerns being raised, or an allegation being made against a member of staff.

## **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.*