



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 301891

### INSPECTION DETAILS

Inspection Date 25/11/2004  
Inspector Name Jasmin Myles-Wilson

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name West End Out of School Club  
Setting Address West End County First School  
Ridge Terrace  
Bedlington  
Northumberland  
NE22 6EB

### REGISTERED PROVIDER DETAILS

Name Trustees of the Trinity Youth Association 03557279 1072073

### ORGANISATION DETAILS

Name Trustees of the Trinity Youth Association  
Address Trinity Youth Association, Head Office  
Earth Balance 2000, West Sleekburn Farm,  
Bomarsund, Bedlington  
Northumberland  
NE22 7AD

## 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

West End Out of School Club is one of nine out of school clubs run by the charity Trinity Youth Association. It opened in 1997 and operates from a permanent wooden building in the grounds of West End First School, Ridge Terrace, Bedlington, Northumberland.

The out of school club is open five days a week and sessions run from 07:45 to 09:00 and 15:00 to 18:00, during term time and 08:00 to 18:00 during holidays. The group extends the evening session on a Thursday, in the run up to Christmas, from 18:00 to 20:00.

A maximum of 28 children may attend the group at any one time. There are currently 54 children on roll. The group supports eight children who have special needs and attend during school holidays. Children come from the first school and surrounding areas attend the group. There are three members of staff to care for the children, of whom one member is qualified. The leader is working towards a suitable qualification.

### How good is the Day Care?

West End Out of School Club provides a good day care service. The staff work well together to ensure the children they care for are safe, secure, relaxed and feel settled. All staff members have the experience, expertise and knowledge to care for the children in a warm and nurturing way. Less than 50% of staff hold a suitable qualification but this is being amended as one member is working towards being suitably qualified. All relevant and confidential documentation is in place to ensure the safe management of the provision but some of it lacks minor information.

Staff are pro-active in ensuring the well-being and safety of the children is met. There is an extensive range of activities, resources and equipment to promote each child's development, skills, learning and independence. Flexible planning enhances the group to enable them to work with the children as needed in order to meet their individual needs.

The staff are friendly and consistent in their approach and the children respond well to this by behaving positively. Parents also have a good rapport with the staff and daily discussion of their child's day takes place. Staff are aware good relations with

the parents are essential to meet the needs of the children they care for effectively.

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

At the last inspection there were a couple of issues raised relating to policies. The group now have a policy for outings and have expanded their special needs policy. The policies have active measures to ensure children are kept safe and appropriately cared for.

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

- The wide and varied range of activities give children access to lots of experiences.
- The staff have a good awareness of safety issues which enables them to provide a safe environment, both inside and outside, for the children.
- Parents, children and staff all have a good rapport which encourages the relaxed and positive atmosphere within the group. The children confidently approach staff members and share anything of concern.
- The children behave positively due to the staff being consistent and using appropriate behaviour management strategies.

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

- health and hygiene practice, to ensure appropriate hand washing is implemented
- policies, to ensure they are tailored to the group.

#### **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.

#### **Outcome of the inspection**

Good

#### **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
7	Ensure good hygiene practices are in place regarding hand washing.
14	Ensure all policies are specifically tailored for the group and are in line with the national standards.

## **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.*