



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 503641

### INSPECTION DETAILS

Inspection Date 23/11/2004  
Inspector Name Cathleen Howarth

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Burton Out of School Club  
Setting Address Highburton Village Hall  
Highburton  
Huddersfield  
West Yorkshire  
HD8 0QT

### REGISTERED PROVIDER DETAILS

Name The Committee of The Committee of Burton Out of School Club

### ORGANISATION DETAILS

Name The Committee of Burton Out of School Club  
Address Highburton Village Hall  
Highburton  
Huddersfield  
West Yorkshire  
HD8 0QT

## 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

Burton Out of School and Holiday Play Scheme is run by a voluntary committee and is a non profit making organisation. The club opened in 2001 and operates from rooms within Highburton Village Hall. It is situated close to all village amenities including a regular bus service to Huddersfield.

A maximum of 44 children may attend the club at any one time. Currently there are 48 children aged from 4 - 11 on roll. The club is open weekdays during term time from 08:00 - 09:00 and 15:30 - 18:00. The holiday play scheme runs weekdays from 08:00 - 18:00. All children share an enclosed outdoor play area.

Most of the children attend Highburton First School and Junior School, Kirkburton First School and Junior School and Kirkburton Middle School. Children are welcome from the wider community.

The club employs seven staff. There are five volunteers who help out on a rota basis. The majority of staff hold relevant childcare qualifications.

The club is affiliated to 4Children, formerly known as Kids Club Network.

### How good is the Day Care?

Burton Out Of School Club and Holiday Play Scheme provides good quality care for children. The person in charge has interpreted the National Standards well and in the best interests of children. Children have free and safe access to appropriate areas for play, rest and meals. The setting is welcoming, safe and well maintained, accessible toys and resources help to create a stimulating environment for children to play. The provider has a good range of toys and equipment to meet the development needs of children and these are rotated to provide variety. Most policies and procedures are in place. All children's records are well maintained and available to view.

Staff have good awareness of children's safety, positive steps are taken to maintain safety within the setting and on trips and outings. There are high standards of hygiene and cleanliness and appropriate systems in place to promote the good health of children. Light, nutritious snacks are provided and staff are aware of children with food allergies. They provide well for the individual needs of children. There are sufficient systems in place to provide for children with special needs and

to deal with child protection issues.

There is a wide range of planned activities and accessible resources to help support children's play. Regular trips and outings are organised during holiday periods. Free play outside is limited. All children enjoy their time at the setting and in the main most children behave well.

Parents are not aware of the key worker system. However, there are effective routines in place to keep parents informed, in an informal way, about the care their children receive.

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

not applicable

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

- Children are introduced to the setting on a one night a week basis and linked to a 'buddy'. New staff and volunteers are inducted to the setting in a similar way to provide a consistent, stable environment for children to play.
- Children complete evaluation forms to assist with planning. The forms are drawn in picture format to include the views of the very young. Children's views are an integral part of the setting and help provide a stimulating, child orientated environment.
- High priority is given to enriching children's sensory experiences and in their play environment. Children have helped to grow a giant sunflower, herbs and plants. The garden is well maintained.
- Positive steps are taken to promote safety within the setting and on trips and outings. During their settling in period children are introduced to Frances Fire Fly who gives advice on matches and fire safety.
- Children are recognised as individuals and their individuality affirmed. The club maintains good adult: child ratios; deploys staff effectively so that activities are well supported and the needs of children met.

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

- arrangements with parents to make them aware of the key worker system
- enhancing provision for outside play on a regular basis
- documentation with regards to developing the existing sickness policy, behaviour management policy and complaints policy.

**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
2	Build on the key worker system to make all parents aware.
3	Enhance the outdoor play provision to include regular free play.
7	Build on the existing sickness policy to include a medication policy.
11	Build on the existing behaviour management policy to include a statement on physical intervention/holding.
12	Build on the existing complaints procedure to include the contact address and telephone number of the regulator.

## **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.*