



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 205528

INSPECTION DETAILS

Inspection Date	01/11/2004
Inspector Name	Saida Cummings

SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	Kids Kapers After School Club
Setting Address	The New Hill Centre Welland Road Upton upon Severn Worcestershire

REGISTERED PROVIDER DETAILS

Name	The partnership of Kids Kapers After School Club
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ORGANISATION DETAILS

Name	Kids Kapers After School Club
Address	1 Pipers End Cottages Pipers End, Longdon Tewkesbury Gloucestershire GL20 6AP

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

Kids Kapers After School Club opened in 1999 and operates from a new leisure and sports centre, situated close to Upton Upon Severn. Children have access to one main large playroom and use of the indoor sports hall. There are outdoor play facilities available situated to the rear of the building. The setting mainly serves children from the local community.

There are currently 35 children from 4 to 13 years on roll. The setting has facilities in place for supporting children who have a special need and for whom English is not a first language.

The group operates five days a week throughout the year. Sessions are from 15:00 to 18:00 during term-time, and from 09:00 to 17:00 during school holidays. Children attend for a variety of sessions.

There are five staff who work with the children. Two of the staff hold appropriate qualifications to NVQ level 2 or 3. Currently one staff member is working towards an appropriate playwork qualification.

How good is the Day Care?

Kids Kapers After School Club provides good care for children. Staff arrange the playrooms and resources imaginatively to encourage the children to make decisions and to be independent. Children are well cared for and supported as staff are deployed effectively to ensure high ratios are maintained.

Children are involved in a broad range of activities. They are interested in the activities provided and enjoy their play. Staff encourage and praise children ensuring their individual needs and confidence are nurtured. Children are able to self-select from a wide variety of resources, which include toys and materials to promote their awareness of diversity. There are well-organised snack and meal times which are also used as social times, with all children and staff included.

Staff are pro-active in ensuring all areas used by children are safe. However, the outdoor play area and the areas used for storage of children's personal belongings need improvements made to ensure children are safe at all times. All staff are made aware of the written emergency evacuation procedure, which is regularly practised with the children. Although there are records in place concerning medications and

accidents, parents' signatures are not always obtained to acknowledge administration of any medications.

A high priority is given to meeting children's individual needs and regular discussions are held with parents concerning all aspects of care. There are written policies and procedures in place which are implemented by all staff. However, some policies and procedures need reviewing and developing. Children's records are easily accessed, stored securely and a high priority is given to maintaining confidentiality at all times.

What has improved since the last inspection?

At the last inspection, the provider agreed to make arrangements for complying with local Area Child Protection Committee (ACPC) procedures, to ensure safety of children both on and off the premises, to ensure children can access activities and resources which promote equality of opportunity and anti-discriminatory practice, and to devise a behaviour management statement.

The provider has obtained the latest ACPC guidelines and ensured all staff are made aware of it. However, the child protection policy requires clarification concerning the procedures to follow in the event of an allegation of abuse being made against a staff member or volunteer. This issue was discussed and a further recommendation agreed.

A risk assessment has been completed including procedures for indoor and outdoor activities. Any issues identified have been actioned to ensure risks to children are minimised. However, the outdoor play area and procedures for storing children's personal belongings require improvements to ensure risks to children are reduced. This issue was discussed and a further recommendation agreed.

The setting has purchased equipment which promotes children's awareness of diversity. They also make use of local lending resources to ensure children have access to a broad range of appropriate toys and materials. A written behaviour management policy is now in place and all staff and parents have been made aware of it. However, this needs further development to clarify procedures to follow for any bullying issues. This issue was discussed and the provider agreed to ensure this is carried out.

What is being done well?

- Staff work well together as a team to ensure children's needs are met. The space available is organised to meet children's requirements and used appropriately.
- Children are able to make their own decisions and choices about their play. They relate well to other children and adults in the group. Staff provide an interesting and stimulating balance of activities, allowing for more active and relaxing activities.
- Staff are pro-active in ensuring appropriate action is taken when children with special needs are identified. There are good strategies and procedures in

place concerning the care of children with special needs. Parents are always consulted and kept fully informed.

- Staff ensure parents are kept well informed of their children's activities, events and any issues. Regular exchanges of information with parents ensures the needs of the children are fully addressed.

What needs to be improved?

- the safety to children when using the outdoor play area and in areas where their personal belongings are stored
- the procedures for obtaining parents' signatures to acknowledge any administration of medications
- the written special needs policy to ensure this is in line with the latest legislation
- the written details concerning the procedures to follow in the event of an allegation of abuse being made against a staff member or volunteer.

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
6	Minimise risks to children when using the outdoor play area and the areas used for storing their personal belongings.
7	Review the procedures concerning administration of medications to

	ensure records clearly identify that parents are notified once medication is administered.
10	Develop the written special needs policy to ensure this is in line with the latest legislation, and ensure all staff and parents are made aware of it.
13	Review existing policies to ensure they fully explain, in writing, the procedures to follow in the event of an allegation of abuse being made against a staff member or volunteer.

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.