



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 136011

### INSPECTION DETAILS

Inspection Date 18/06/2003  
Inspector Name Nigel Lindsay Smith

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Kids Klub After School & Holiday Scheme  
Setting Address Broad Croft  
Bradley Stoke  
Bristol  
Avon  
BS32 0BD

### REGISTERED PROVIDER DETAILS

Name Mrs Judith Hadley

## 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 Klub After School and Holiday Scheme opened in 1995. It operates from community rooms, the adjoining school hall and outside play areas at Holy Trinity Church, Broad Croft, Bradley Stoke North, South Gloucestershire. The club serves the local area.

A maximum of fifty seven children aged from four to eight years may attend the after school club and fifty two children may attend the holiday scheme. Children attend for a variety of sessions. The scheme supports children with special needs and currently there are no children who speak English as an additional language.

The scheme opens five days a week during term time and school holidays. Sessions are from 08.00 to 09.00 and 15.30 to 18.00 in term time and 08.00 to 18.00 during the holidays.

Eleven staff work with the children. Six have early years qualifications.

### How good is the Day Care?

Kids Klub After School and Holiday Scheme provides satisfactory care for children. The staff are deployed effectively in separate groups with the children. The required staff checking procedures are carried out by the leader in conjunction with the coordinator for the organisation. The scheme is committed to staff having opportunities for training. The environment is welcoming to the children and there is a wide range of equipment for them to choose from. The scheme has a number of policies and procedures but these do not meet all the requirements.

Staff are vigilant concerning children's safety and have appropriate procedures to monitor the security of the premises. They promote good hygiene and take appropriate action to avoid children catching infection and illness unnecessarily. They have satisfactory arrangements for ensuring that children have a snack and sufficient drinks, taking account of any dietary needs and allergies. Staff promote integration between children of different ages, genders, cultures and ability. They have an appropriate awareness of their child protection responsibilities.

Staff interact positively with children and provide them with an appropriate range of activities both indoors and outdoors so that the children are relaxed and well-occupied. They have appropriate procedures and practice to enable them to

manage children's behaviour effectively and consistently.

Staff provide parents with written information about the club and place importance on communicating with them, for example, regarding their management of children's behaviour.

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

At the last inspection the club agreed to produce policies regarding the administration of medication, smoking and sick children, and to advise parents that packed meals could not be stored under refrigeration.

They have produced policies regarding medication and sickness, although forms to record medication should also be produced. They have included a no smoking policy in their contracts of employment and added information to the booking form to advise parents regarding food storage.

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

- The scheme is committed to sending staff on a variety of courses.
- There is a varied range of activities available for the children.

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

- the arrangements in the event of a child being lost or uncollected, so that there are written guidelines;
- the arrangements for updating the details retained on the premises about staff;
- the arrangements for recording permission for giving medication, and for recording its administration;
- the arrangements for maintaining a record of the risk assessment.

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

Satisfactory

#### **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?

<b>The Registered Person must take the following actions by the date shown</b>		
Std	Action	Date
2	devise procedures to be followed in the event of a child being lost or a parent failing to collect a child	31/10/2003
2	make available the name and address and telephone number of the registered person, staff members, anyone living or employed on the premises, and any other person who will regularly be in unsupervised contact with children	31/10/2003
7	obtain written permission from parents before administering medication to children and keep a written record, signed by parents, of medicines given to children	31/10/2003

<b>The Registered Person should have regard to the following recommendations by the time of the next inspection</b>	
Std	Recommendation
6	develop the risk assessment in writing

## **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.*