



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN EY243063

INSPECTION DETAILS

Inspection Date 16/09/2004
Inspector Name Yvonne Campbell

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name St Stephens Out of School Club
Setting Address St Stephens Club
Landsdown Road
Kingswood
BS15 1DX

REGISTERED PROVIDER DETAILS

Name Miss Sarah Elizabeth Fuge

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

St Stephens Out of School and Holiday Club opened in 2002. It operates from the main hall of St Stephens Infants School. The after school provision serves children who attend St Stephens Infants and Junior Schools. The holiday club is open to children who live in the St George and Kingswood areas.

There are currently 26 children aged from 4 to 11 years on roll. Children attend for a variety of sessions.

The After School Club opens five days a week during the school term. Sessions are from 15:15 to 18:00 hours. The Holiday Club opens five days a week during the school holidays from 08:00 to 18:00 hours.

Three part time staff work with the children. The playleader has the BTEC Diploma in Early Years and Education.

How good is the Day Care?

St Stephens Out of School Club provides satisfactory care for children. The leader has the appropriate qualifications and leads the group in a proficient and forward looking way. Two long serving staff have recently resigned making the current staff group variable.

The space is used well. The hall is large, and staff organise it to provide the children with several areas for activities and freedom of movement. A safe enclosed play area is available for outside play. The environment is very welcoming to children. They are relaxed in the familiar surroundings. A good selection of play materials is provided. These are suitable for school age children and fun to use. Records are generally well developed. They are clear and easy to read. However, some written policies such as the finance policy are not observed in actual practice and the child protection policy does not include the action to be taken if a member of staff is accused of abuse.

Safety is given high priority. Staff have a sound understanding of health and safety requirements. They take appropriate action to reduce risk to children indoors, outside and during outings. Health and hygiene are actively promoted. Sick children are excluded from the club and parents are given written guidance about recovery times. All children are valued and treated with equal concern. Staff are proactive in

providing enjoyable activities which help them to learn about the way different members of the community live.

Activities are structured, purposeful and planned with helpful suggestions from the children, who enjoy the friendship and support of others while working in their key groups. They also have free play when they choose their own play materials or equipment. Children behave well and respond positively to adult instructions.

Staff work closely with parents, but some key committee member do not have sufficient information about their roles. Parents are happy with the service provided.

What has improved since the last inspection?

There are no previous actions as this is the first inspection following registration.

What is being done well?

- The person in charge is appropriately qualified and has the relevant skills and experience to be the playleader.
- Space is used well to provide children with different areas for activities and freedom of movement.
- The activities provided are purposeful and well planned with sufficient choices for children.
- The environment is welcoming for children. They are relaxed and comfortable in the familiar surroundings.
- Safety is given high priority and a safe environment is maintained at all times to reduce the risk of harm to children.
- Behaviour is managed well by appropriate methods. Children interact well with each other and gain the full benefits from the activities.

What needs to be improved?

- information for the committee members concerning their roles and responsibilities and how to make the necessary contribution to the management of the group
- the further development of the child protection procedure to include the action to be taken if a member of staff is accused of abuse.

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?

The Registered Person should have regard to the following recommendations by the time of the next inspection

Std	Recommendation
12	Ensure that committee members are given full information and guidance on their roles and responsibilities.
13	Develop the child protection procedure to include the action to be taken if a member of staff is accused of abuse.

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.