



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 509380

INSPECTION DETAILS

Inspection Date	03/06/2004
Inspector Name	Kashma Patel

SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	ST. FRANCIS OUT OF SCHOOL CLUB
Setting Address	St. Francis Centre Sycamore Road, Bournville BIRMINGHAM WEST MIDLANDS

REGISTERED PROVIDER DETAILS

Name	Mrs D Lofas
------	-------------

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 Francis Out of School Club has been registered since 1994. It is located at St Francis Centre in Bournville. The club operates from three large play areas and a quiet room on the lower ground floor. The club is registered for 60 children aged 4-8 years; the group admits children up to the age of 15 years. The club operates a before and after school facility and a playscheme during school holidays from 07:00 until 18:00.

Children are escorted by staff from Bournville Junior and Infant School and St Edwards Junior School.

How good is the Day Care?

St Francis Out of School Club provides satisfactory care for children.

Staff create a welcoming environment for parents and children by greeting them as they come in. Space and resources are well organised to meet children's individual needs. Toys are maintained in a satisfactory condition and promote children's overall development. Documentation is incomplete.

Most safety precautions are in place. Staff are active in promoting good hygiene standards and act in children's best interests if they are ill. There is a procedure of recording medication, but there is no policy. Staff treat children with equal concern and take account of their individual needs. Children are provided with drinks and snacks and dietary needs are met. Staff are fully aware of their responsibilities regarding child protection, and have a copy of the current Area Child Protection Committee (ACPC) guidance, but do not have the relevant contact numbers.

Staff plan activities appropriate for children's stage of development. Children have the opportunity to develop positive attitudes towards diversity by having access to a range of toys and resources which promote equality of opportunity. Good behaviour is valued and children are encouraged to share and take turns. Staff manage challenging behaviour in ways which are sensitive and age appropriate.

Relationships with parents are good. They are made welcome and encouraged to share information about their children on a daily basis.

What has improved since the last inspection?

At the last inspection the manager agreed to devise a registration system to record children and visitors; this information is now recorded in a diary and a register. The manager also agreed to make low level glass safe; glass in the main play area has been made safe. The manager agreed to complete all the required policies however the Equal Opportunities policy has not been updated and a Special Needs policy has not been devised.

What is being done well?

- Children are provided free access to all the play area's and to toys and equipment.
- Staff have good relationships with children; they listen and respond appropriately to their questions.
- Children have free access to drinks and are encouraged to bring in healthy snacks to eat.
- There is good partnership with parents who help out in the running of the group. Parents are kept informed about their children's progress through daily discussions and can view their children's work folders.

What needs to be improved?

- safety in the lower play room
- policies on equal opportunities, special needs and administering medication
- induction procedures for new staff
- details available in the complaints policy
- access to current contact numbers in relation to the child protection procedures.

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 must take the following actions by the date shown		
Std	Action	Date
6	Ensure ceiling in the lower playroom is safe before allowing children access.	24/06/2004
9	Devise an equal opportunities policy that is consistent with current legislation and guidance. Ensure that this is understood and implemented by all staff and shared with parents.	04/07/2004
10	Devise and make available to parents, a written statement on special needs which is consistent with current legislation and guidance. Ensure that this is understood and implemented by all staff.	04/07/2004

The Registered Person should have regard to the following recommendations by the time of the next inspection	
Std	Recommendation
2	Develop the induction procedure for new staff.
7	Ensure that there is a policy in place for the administration of medication.
12	Ensure that the complaints policy includes the contact number and address of Ofsted.
13	Obtain a list of relevant contact numbers for child protection issues.

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.