



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 120266

INSPECTION DETAILS

Inspection Date 14/07/2003
Inspector Name Deborah Jaqueline Newbury

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Horsell Village After School Club Ltd
Setting Address The Parish Institute
High Street, Horsell
Woking
Surrey

REGISTERED PROVIDER DETAILS

Name The Horsell Village After School Club Ltd 3706895

ORGANISATION DETAILS

Name The Horsell Village After School Club Ltd
Address Jasmine Cottage
Littlewick Road, Knaphill
Woking
Surrey
GU21 2JZ

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

Horsell Village After School Club opened in 1999.

The club provides after school care for children aged from 4 years to 11 years at the Parish Institute building in the village of Horsell, on the outskirts of Woking town centre. The club serves the local area and children are collected from the Infant and Junior schools within the village by club staff.

There are two rooms within the Parish Institute that are used by the club, one downstairs and another upstairs. There is no outside play area attached to the building but staff provide opportunities for outside play in an adjacent garden. Use is also made of the play park situated close by.

The club is run by a private company but this is non-profit making and committee members act on a voluntary basis.

Children attend for a variety of sessions. The club has procedures in place to support children with special needs and children who speak English as an additional language.

The group opens five days a week Monday to Friday during school term times. Sessions are from 15.00 hrs to 18.00hrs. One part time and four full time staff work with the children. One is a qualified primary school teacher and two members of staff are currently on appropriate training programmes. The setting receives support from a childcare development liaison officer from the Early Years Development and Childcare Partnership.

How good is the Day Care?

The quality and standard of care is good.

Staff work together as a team supported by an enthusiastic manager who is responsible for the day to day running of the provision. However, the link between the manager and staff and the registered provider is not sufficiently well developed. The manager and staff would benefit from more support. Required staff qualification levels have not yet been met. Paperwork relating to the day-to-day management of the setting is in place and well maintained. However, the registered provider has not yet completed and submitted required forms relating to committee members.

Staff put a lot of effort into providing a welcoming environment for children and parents and ensuring that the premises meet the needs of the children attending although the temperature of the building is not well monitored to ensure it is kept within a comfortable range in hot weather. Children have access to a variety of age appropriate play materials. They are valued by staff as individuals and treated with equal concern.

Attention is given to ensuring the safety of children, both inside and outdoors. However, a risk assessment has yet to be put in place for inside the premises. Staff promote good hygiene practices with children.

Children enjoy the interesting range of activities and practical play experiences provided which help to develop their emotional, physical, social and intellectual skills. They relate positively to each other and to staff and develop good social skills. Staff and children work together to devise shared expectations for behaviour. Staff act as good role models. Children's good behaviour and achievements are promoted through encouragement, praise and support.

Staff work in partnership with parents. Procedures to keep parents informed about the setting and their children have been developed.

What has improved since the last inspection?

Not applicable

What is being done well?

- Staff plan and provide an interesting and stimulating balance of activities, which incorporate opportunities for active play, relaxation and discovery. Children are involved in choosing themes and are encouraged to make their own decisions and choices about their play and learning. As a result, children develop self-confidence and independence.
- Good attention is given to providing children with varied and nutritious snacks.
- Working in partnership with parents. Staff provide useful information about the provision and what children are doing through interesting and informative newsletters and effective use of the parents noticeboard. Parents are invited into the club to participate in special activities, and share in their children's learning.

What needs to be improved?

- the links between the committee as the registered provider and the club manager and staff, to provide mutual support and benefit and ensure that the needs of children are fully met;
- required staff training and qualification levels;

- the temperature of the premises in hot weather;
- procedures to ensure that Ofsted is informed of any changes and required forms are completed and necessary checks undertaken.

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
1	develop further the links between the committee and staff to provide mutual support and benefit and to ensure that the needs of children are fully met
2	develop an action plan that sets out how staff training and qualification requirements will be met
4	ensure that the premises are maintained at an adequate and comfortable temperature in hot weather
14	ensure that Ofsted is notified of any changes which may affect the registration and make sure that all required forms are completed and submitted so that the necessary checks can be undertaken

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.