



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 318131

INSPECTION DETAILS

Inspection Date 08/10/2003
Inspector Name Julie Wright

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Altrincham Church of England Aided School
Setting Address Townfield Road
Altrincham
Cheshire
WA14 4DS

REGISTERED PROVIDER DETAILS

Name Mrs Julie Battle

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

Altrincham Church of England Aided Out of School club opened in August 1994. It operates from the school hall and outdoor playing areas of the school premises. The club serves the school and local area.

The club is registered to care for up to 30 children at any one time. There are currently 40 children from 4 to 11 years on roll. Children attend for a variety of sessions. The Breakfast and After School group opens five days a week during school term times. Sessions are from 07:45 until 09:00 and 15:20 until 18:00. The holiday scheme is open each holiday with the exceptions of Christmas and the last week of the summer break. It is open from 08:00 until 18:00.

Eight part time staff work with the children. Over half the staff have early years qualifications to NVQ level 2 or 3. The setting receives support from a mentor from the Early Years Development and Childcare Partnership (EYDCP).

How good is the Day Care?

Altrincham Church of England Aided Out of School club provides good care for children. There is a well established staff group who have appropriate qualifications and experience. The children are familiar with the setting, confident, occupied and settled. The staff have good relationships with the children and offer suitable levels of support for learning and play. A key worker system is being developed for the holiday scheme.

There is a secure, warm and welcoming environment for parents and children. Staff give priority to children's health and safety and take suitable measures to minimise hazards. There are clear policies and procedures in place and promote good hygiene practice. Staff knowledge in child protection is less secure.

There are basic play plans and staff provide a variety of activities for indoor and outdoor play. Children have the choice to do their homework, play independently and also engage in adult initiated games. Resources are set out for the start of each session in defined areas of interest. The children are occupied and enjoy their time at the club.

The children respond well to the positive behaviour management strategies used by the staff. They are aware of the rules and boundaries and are involved in deciding

the ground rules.

Staff have developed good relationships with the parents and they are very positive about the care their children receive. Information is made available and shared regularly. The majority of documentation is maintained appropriately with minor omissions.

What has improved since the last inspection?

At the transitional inspection 16 actions were agreed the majority of which related to documentation. The following actions have been completed and implemented ensuring improvements in documentation and procedures.

Records of staff containing details of recruitment, training and qualifications are maintained and on the premises.

The group is working with the Early Years Development and Childcare Partnership to develop and implement a key worker system for the holiday scheme.

The registration system includes the arrival and departure times of staff and children.

A risk assessment has been conducted and is reviewed regularly to ensure continued safety for the children.

A policy has been formulated regarding the administration of medication and required record keeping. Parents provide written permission for staff to seek any necessary emergency medical treatment for children.

Children are provided with fresh drinking water with the use of accessible jugs and cups.

An equal opportunities policy has been written and is put into practice to meet the needs of all children.

A special needs statement has been written and is shared with parents.

There is a written statement on behaviour management that includes bullying and is understood by staff and discussed with parents and children.

There is a procedure to record significant incidents and to inform parents.

Written information is provided for parents that includes details about the setting, the complaints procedure, play activities and policies and procedures. Parents are now kept up to date and informed about the group.

There is a written statement based on the Area Child Protection Committee procedures. Staff are aware of possible signs of children at risk and are aware of their responsibilities to report these concerns.

The required documentation is kept for all children attending the club.

What is being done well?

- The stable staff group work well together and are aware of their responsibilities. The children are familiar with staff and are offered support at suitable times during the session.
- There is a clear registration system in place for arrival and departure. Staff continue to work with the EYDCP for support and advice.
- There is a balance of free choice and adult intervention. Staff offer support with (optional) homework. Children help to tidy up and then enjoy ring games/group games with staff. A variety of activities are provided for children aged 3-11 years and the toys are well-maintained.
- Children are encouraged to take turns and use other areas. They respond well to the rotas that are enforced to promote fairness. Staff are aware of children's needs and preferences. The children are encouraged to be aware of others and sensitive to feelings.
- The group demonstrates a good awareness of safety. Children are aware of boundaries such as asking permission before they leave room. Hazards are minimised and there is a secure outdoor play area. One member of staff has attended updated Child Protection training and four have first aid certificates.
- Staff use consistent, positive and age-appropriate strategies to manage behaviour. The children respond well to the staff and have good relationships with them. Children are praised, encouraged and occupied. Issues are discussed with parents.
- There are good relationships developed between the parents and the school. Information is displayed and shared and includes details of policies and procedures.

What needs to be improved?

- The development of the key worker system for the holiday scheme and further development in the planning of activities.
- The procedures for documentation.
- The knowledge and training for staff in child protection procedures.

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
2	Develop and implement a key worker system for holiday care. Further develop the planning of activities to meet the needs of the children attending.
13	Ensure that staff knowledge and awareness of Child Protection procedures is updated.
14	Ensure that records, including first aid certificates, are available for inspection. Record evacuation details on the fire log. Keep a record of medication administered to children and ensure that parents sign to acknowledge the entry.

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.