



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 309829

INSPECTION DETAILS

Inspection Date 25/11/2004
Inspector Name Mary Wignall

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Kirkham St Michaels After School
Setting Address St. Michaels C of E School Kirkham
School Lane
Kirkham
Preston
PR4 2SL

REGISTERED PROVIDER DETAILS

Name The Committee of Kirkham St. Michaels After School Club

ORGANISATION DETAILS

Name Kirkham St. Michaels After School Club
Address St. Michaels Primary School
School Lane, Kirkham
Preston
Lancashire
PR4 2SL

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

Kirkham St. Michael's After School Club is situated within Kirkham St. Michael's Church of England School in the centre of Kirkham. The club cares for children aged from four to 11 years who attend the school. It is managed by a management committee and is supervised by staff holding child-care qualifications. The areas used by the club are the: school hall, IT suite and occasional use of the resources centre.

The club operates from 15:15 to 17:30, Monday to Friday term time only. There are currently 43 children on the roll with average attendance of 25 children. The club does not currently support any children with special needs or English as an additional language.

How good is the Day Care?

The overall care provided is satisfactory. The premises and equipment are organised to allow the children clear space in which to play or rest. Documentation regarding the children's care needs are held and retained as necessary.

Policy and procedures are in place to protect the children from potential health and safety hazards. Entry to the room used by the children is monitored although this was difficult to manage in the resource centre. Relevant information is requested from parents about the children's needs to ensure the care provided is safe and appropriate for each child. The children are encouraged to think about safety and follow good hygiene practises. There are two members of staff who hold an appropriate first aid certificate although evidence of their certificate was not available. Staff have a sound knowledge of child protection issues although the current policy and procedures do not reflect current guidance. Written statements are available on special needs and behaviour management although they are not in keeping with current guidance.

The children are offered a range of activities from which to choose. They have planned activities with the staff and space to develop their own games. The children play confidently in the school hall making full use of the space available. The children responded well to the staff's suggestions and requests. The staff speak to the children with politeness and respect providing a positive role model for the children.

Partnership with parents is valued. Clear information is given to the parents about the setting that includes reference to partnership and complaints. Parents enter the hall to collect children and are given verbal feedback from the staff.

What has improved since the last inspection?

At the last inspection a number of actions were agreed. It was agreed that: the person in charge has a relevant qualification; the register of attendance includes times of arrival and departure; safety be improved by the completion of fire drills and risk assessments; health be improved by obtaining parental consent for the administration of medicines to children and consent for seeking emergency medical advice and treatment; a statement be available about children with special needs; the statement on behaviour to include bullying; and the complaints procedures to include contact details of the regulator.

Since the last inspection the provider has: provide evidence of one person in charge's qualification and another person in charge has achieved a relevant qualification; the register shows the arrival and departure time of the children; risks assessments and fire drills have now been completed; systems have been put in place to obtain consent for emergency medical advice and treatment for the children from their parents and to give permission to administer medicines to children. Statements on special needs and behaviour management informs the care of the children although they need updating to reflect current guidance. The obtaining of appropriate consents and the exchange of relevant information supports partnership with parents. Over the week children are cared for by two members of staff both of who have relevant child care experience and qualifications. Required documentation about the children's attendance is clear and detailed giving an accurate account of children cared for.

As a result of these actions the children's health and safety is better promoted.

What is being done well?

- There is a good exchange of information between the staff and parents. Parents are asked to sign their children out of the setting ensuring the children are safe, increasing partnership and opportunities for parents to talk with the staff.
- The parents receive regular information about the setting in newsletters. The staff have good relations with the parents and give regular feedback about their children's activities and experiences at the club.
- The children are happy and confident in the club. They make full use of the space and develop their own games and activities and staff join in activities with the children.
- The staff plan activities and encourage the children to choose which activities they want to get involved in. The staff talk to the children and respond to their questions in a warm and friendly manner.
- The children are offered drinks and snacks. Savoury snacks are offered

which the children enjoy. Staff are aware of children's dietary needs and encourage the children to sit and enjoy their snacks. The children enjoy the routine and help tidy up after the snack.

What needs to be improved?

- child protection policy and procedures to reflect current guidance
- written risk assessment of the resource area
- evidence of first aid certificates
- written statement on special needs to include reference to disability
- written statement on behaviour management to include bullying.

PREVIOUS COMPLAINTS (This section applies only to inspections carried out from September 2004. The complaint record relates to complaints from the last inspection or 1st April 2004 whichever is later.)

There are no complaints to report.

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
13	Ensure the written statement on child protection: is based on current guidance in the government booklet 'What To Do If You're Worried A Child Is Being Abused-Summary'; includes contact names and telephone numbers for the police and social services; and includes procedures to be followed in the event of an allegation being made against a member of staff	21/01/2005

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

Std	Recommendation
6	Provide a written risk assessment of the use of the resource room.
7	Provide evidence of first aid certificates held by staff.
10	Ensure the written statement on special needs includes a reference to disability.
11	Ensure the written statement on behaviour management includes bullying.

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.