



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 107056

INSPECTION DETAILS

Inspection Date 27/01/2004
Inspector Name Kay Roberts

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name St Johns Afterschool Club and Holiday Scheme
Setting Address Worrall Road
Clifton
Bristol
Avon
BS8 2UH

REGISTERED PROVIDER DETAILS

Name The Committee of St Johns After School Club & Holiday Scheme

ORGANISATION DETAILS

Name St Johns After School Club & Holiday Scheme
Address Worrall Road
Clifton
Bristol
Avon
BS8 2UH

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. John's Out of School Care opened in 1990. It is an affiliated member of Band and is part of Bristol Holiday Playschemes. The group operate a breakfast club, after school care and a holiday playscheme. All groups are held at a prefabricated building in the grounds of St. John's Primary School, in Clifton, Bristol. The group also have use of the school playgrounds. Children are collected from the school and a small number of children are also brought in from other schools in the area.

The After School Club opens each weekday during school term times. Sessions are from 15:30 hours until 18:00 hours. The Holiday Scheme is usually open each week day of the school holidays, from 8:00 hours until 18:00 hours, although children are welcome to attend half day sessions.

There is a qualified play leader, who works with thirteen other part-time staff to provide care for children. Staff are managed by a voluntary committee of parents and supported by a co-ordinator.

How good is the Day Care?

St John's Out of School Care and Holiday Playscheme provide satisfactory care in a fully integrated setting. It offers a warm, well organised, freshly decorated, secure and welcoming environment. All children are collected from classrooms by a member of staff and premises are checked on a daily basis to ensure safety. However, there is building rubble in the outside play area and not all children wear helmets when using roller blades. Fire safety requirements are met.

Although health and hygiene are promoted, there is no policy for excluding sick children, or procedure to follow should a child become ill whilst at the setting. Accidents are appropriately managed and recorded, but not always signed by parents.

When children arrive at the setting they are given a drink and biscuit. Later in the session there is time for them to eat snacks provided by parents.

There is a relaxed relationship between staff and children. Staff place themselves at child height. All children are valued and included. Children are offered a broad range of interesting, theme based, planned activities and during holiday playschemes there are regular outings. Many opportunities are provided for children to express their

views and opinions. Children confidently help themselves from the balanced range of clean, safe resources. The potential use of resources is maximised through diversification. Children also learn about the diverse world in which we live. They relate well to each other, and are keen to explore and investigate.

Parents are updated about the setting via a well displayed notice board and receive verbal feedback, on a daily basis, about their children. Confidentiality is maintained.

Many policies and procedures have not been updated for a number of years and do not therefore meet current requirements, these include behaviour management policy, the complaints procedure, and child protection procedure. There is no procedure in place for lost or uncollected children.

What has improved since the last inspection?

At the last inspection, St John's After School and Holiday Playscheme agreed to meet five actions.

The first action required, was to develop an action plan detailing how at least half of all day care staff were to hold a level 2 child care qualification. Three members of staff have completed training at level 2. At each session at least fifty per cent of staff are appropriately qualified. Action met.

The second action agreed was that a named deputy be appointed. This action has been met in full and there are now two named deputies.

A further action agreed was to improve the locks on toilet doors, so that they could be opened from the outside. The group are currently using new school toilets, which have an up to date locking system. Action met.

The fourth action agreed that a risk assessment be completed of the premises, and actions taken to minimise risks. A risk assessment has been undertaken and areas used by children are inspected on a daily basis. Action met.

The final action agreed was to devise and make available to parents a written statement on special needs. This action has been met, and an appropriate statement is now included on the parents' information board.

What is being done well?

- Staff offer a fully integrated setting.
- Staff provide a warm and welcoming environment.
- Staff have a relaxed relationship with children.
- Children are offered a broad range of interesting, theme based, planned activities.
- Staff maximise resources through diversification.
- Children are encouraged to express their views and opinions.

What needs to be improved?

- safety of children using the outside play area;
- safety of children playing on roller blades;
- recording of accidents;
- documentation, including procedure for complaints, child protection, lost and uncollected children, and policy for excluding sick children.

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
14	Update, and where appropriate devise new, policies, procedures and information for parents, in line with the National Standards and Guidance.	31/05/2004

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

Std	Recommendation
6	Undertake a risk assessment of children using the outside play area, including the building rubble and children using roller blades.
7	Ensure records of accidents are all appropriately signed by a parent or carer.

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.