



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 101873

### INSPECTION DETAILS

Inspection Date	07/01/2004
Inspector Name	Pamela Edna Friling

### SETTING DETAILS

Day Care Type	Out of School Day Care
Setting Name	Naunton Park Out Of School Care Club
Setting Address	Naunton Park Primary School Naunton Lane Cheltenham Gloucester GL53 7BU

### REGISTERED PROVIDER DETAILS

Name	The Committee of Naunton Park Out Of School Care Club
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### ORGANISATION DETAILS

Name	Naunton Park Out Of School Care Club
Address	Naunton Park Primary School Naunton Lane Cheltenham Gloucester GL53 7BU

## 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

Naunton Park Out of School Care Club operates from Naunton Park Primary School which is to the south of Cheltenham town centre. It is for the use of children attending the school and is open from 08.00 until 08.55 and 15.15 until 17.30, Monday to Friday during school terms. The club takes children from when they begin school in the reception class to the end of the school year six.

The children have use of the two dining rooms, the music room and the outdoor play area.

The club is run by a committee made up from parents of children in the school, and is led by an experienced play leader.

There are seven members of staff, some of whom work in the school during the day.

Three staff members have recognised childcare qualifications, six have child protection training and all have attended first aid training. The club receives support and advice from the Early Years Development and Childcare Partnership.

### How good is the Day Care?

Naunton Park Out of School Care Club provides satisfactory care for children.

The staff team are experienced and know the children well. They use their knowledge to plan and provide a wide range of activities from which the children can choose. Children are encouraged to be creative, with help available on request. Staff, who form good role models, are deployed effectively to supervise and support children as they play. They take time to talk with the children and listen to their news. The children are polite and well behaved. Some opportunities to encourage independence are missed, for example children do not take an active role in the snack time routine, with staff, rather than the children, pouring drinks and serving snacks. Staff qualification requirements are not met with regard to the manager having a level three qualification and fifty percent of all staff holding level two qualification or above.

Available space within the building is used well, with welcoming, well-maintained rooms used to provide defined areas for the range of activities. The premises are secure and safe but further action is needed to prevent children accessing cleaning

fluids. Toys and equipment are clean, age appropriate and of good quality. Resources reflecting other cultures, races and disabilities are limited.

The club has developed a good partnership with parents. Parents are well informed. They receive good information on the club and their child's activities through regular newsletters and daily opportunities for verbal feedback. There are good procedures for passing information from school to parents via the club staff. Comments on parent questionnaires were positive and reflected their satisfaction with the club.

Records are clear and well maintained. They meet the requirements of registration and are stored securely to preserve confidentiality. The policies document does not contain the procedure that would be followed if a child was uncollected or lost.

#### **What has improved since the last inspection?**

At the last inspection the club agreed to develop procedures if allegations of abuse were made against a staff member and to ensure dangerous cleaning substances are inaccessible to children. The policy document now contains a procedure to be followed if an allegation of abuse is made against a staff member. Parents have been informed of this new procedure. Cleaning materials used by the school cleaners are stored in a cupboard between the toilets and the club rooms. At the time the after-school club is operating the cleaners are using this cupboard to access their cleaning materials. A large sign has been fixed to the door asking that the door be kept shut. During the inspection the door was open and the cleaning fluids accessible to the children. Additional steps are necessary to ensure these cleaning products are inaccessible to the children.

#### **What is being done well?**

- There is a well-established and experienced staff team who plan and provide a wide range of activities and opportunities for the children who attend. Space is used effectively and staff deployed well to support and supervise children in their chosen activity. The children are happy and well occupied.
- The club premises are warm, welcoming, clean and well maintained. Space is used well and organised appropriately to provide a range of activity areas. The premises are safe and secure.
- The children are polite and behave very well. Staff form good role models for the children and offer praise for good behaviour effort and helpfulness.
- Partnership with parents is good. Parents are well informed through newsletters and daily opportunities for verbal feedback. There are effective procedures for passing information from school to parents via the club staff. Satisfaction with the club was demonstrated through the many positive responses on a questionnaire.

#### **What needs to be improved?**

- the qualification level of the supervisor and staff to meet the requirement for all supervisors to hold a level three qualification and for fifty per cent or more of all staff to hold a level 2 qualification in childcare
- the procedure to be followed if a parent fails to collect a child or a child is lost
- access to dangerous substances
- opportunities for children to learn to take responsibility for themselves, for example at snack time
- the range of resources that promote equality of opportunity and anti-discriminatory practice.

### 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
1	Develop and implement an action plan that sets out how supervisors will achieve a level 3 qualification.	31/03/2004
2	Develop and implement an action plan detailing how at least half of all childcare staff will hold a level 2 qualification in childcare.	31/03/2004
14	Devise and implement a statement of procedure to be followed if a parent fails to collect a child or a child is lost. Ensure this is understood and implemented by all staff and shared with parents.	29/02/2004

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

Std	Recommendation
6	Ensure that children do not have access to dangerous substances.
9	Ensure that children have an appropriate range of resources that promote equality of opportunity and anti-discriminatory practice.

## **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.*