



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN EY219318

### INSPECTION DETAILS

Inspection Date 15/07/2003  
Inspector Name Jayne Clarke

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Extra Time Club  
Setting Address All Saints School  
Furlong Close  
Alrewas  
Nr Burton on Trent  
DE13 7EF

### REGISTERED PROVIDER DETAILS

Name Mrs Dawn Elizabeth James-Elson

## 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

Extra Time Out of School first opened in 1996. It operates from 1 classroom within all Saints Primary School in Alrewas. The Out of School serves the local area.

There are currently 50 children from 4 to 11 years on roll. Children attend for a variety of sessions.

The group opens 5 days a week during school term times. Sessions are from 15:15 until 17 : 45.

Two part time and 2 full time staff work with the children. 1 member of staff has an early years qualification. 1 member of staff is currently on a training programme. The setting receives support from the Early Years Childcare and Development Partnership and is a member of the Kids Club Network.

### How good is the Day Care?

Extra Time Club Out of School provides satisfactory care for children aged 4 - 11 years.

There are relevant policies in place which contribute to the smooth running of the setting. However there are minor weaknesses regarding equal opportunities in the recruitment procedure, management qualifications and the child protection policy.

Children are safe and well cared for. Staff ensure the setting is secure and are familiar with procedures to protect children from harm.

Staff build positive relationships with children, manage them well and take an interest in what they say and do. They provide a variety of play and activities which the children enjoy. They know about children's individual needs and take steps to meet them during meals, routines and activities.

Children are involved in an interesting range of activities. There are sufficient toys and equipment to meet the children's needs. Children are settled and have positive relationships with the staff and each other; they behave well and do what is expected of them. They take part in a variety of games which they manage themselves and enjoy together.

Parents have trusting and friendly relationships with staff. They are given regular

information about the setting and talk informally about their child with the staff.

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

Not applicable, as there were no actions raised at the previous inspection.

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

- Policies and procedures are understood and implemented by staff, so that children are safe and well cared for.
- Staff take an interest in the children and know them well, they provide a variety of activities which the children enjoy.
- Children are settled, behave well and get on well with the staff and each other. They manage their own activities and have a wide choice to take part in together.
- Relationships with parents are good and information is shared on a regular basis.

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

- the recruitment procedures regarding equal opportunities regulations;
- staff qualifications to ensure management qualifications are met;
- the policy regarding child protection procedures.

#### **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 should have regard to the following recommendations by the time of the next inspection**

Std	Recommendation
13	include the procedure regarding allegations whilst a child is in the care of

	the provider in the child protection policy.
1	consider equal opportunities during the recruitment process;
2	develop and implement an action plan that sets out how supervisors will achieve a level 3 qualification;

## **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.*