



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 152872

INSPECTION DETAILS

Inspection Date 28/08/2003
Inspector Name Elaine Douglas

SETTING DETAILS

Day Care Type Creche Day Care, Out of School Day Care
Setting Name THE MALDEN CENTRE FUN SESSIONS
Setting Address THE MALDEN CENTRE
BLAGDON ROAD
NEW MALDEN
SURREY

REGISTERED PROVIDER DETAILS

Name DC Leisure Mangement Limited 02585598

ORGANISATION DETAILS

Name DC Leisure Mangement Limited
Address Otium House
2 Freemantle Road
Bagshot
Surrey
GU19 5LL

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

The Malden Centre has been registered since 1992. They provide a creche, an after school club and holiday fun sessions.

The creche and after school club run from a large separate room with it's own kitchen area and outside play area, as well as it's own toilet facilities. The fun sessions operate from two rooms within the centre which they have for their sole use, as well as use of the Rose Room for physical play and the training pool for swimming.

The Malden Centre is a sport and leisure centre located at the back of New Malden High Street, within walking distance of the mainline station and a short drive to the A3.

Children attend for a variety of sessions. Some children have special needs and the group supports children who speak English as an additional language.

The Fun Sessions open five days a week during school holidays and sessions are from 9am to 5.45pm, however the group offer an early start and late pick up facility. The Creche opens five days a week during school term times and sessions are from 9.30am to 12noon or 1pm to 3pm. The After School Club opens five days a week during school term times and sessions are from 3pm to 6pm, the group provide a pick up service from local schools.

How good is the Day Care?

The Malden Centre provides satisfactory care for children. The centre provides an after school club, a creche and holiday fun sessions. This inspection was carried out on the fun sessions only, as the other two groups do not run during the school holiday.

Documentation is kept up to date and stored confidentially, although some policies need reviewing. Staff make good use of the available space and are deployed well to ensure the safety and care of the children. Good induction procedures ensure the young staff are informed of child care issues.

The children are split into two groups and a programme of activities are provided with an emphasis on physical and creative development. The programme is repetitive; although children were involved, eager to take part and behaviour was

good. Staff interacted well with the children and ensured they were all occupied and happy.

Good safety procedures were carried out in both groups and staff were vigilant with regard to the children's safety in a centre open to the public.

There is limited written information available for parents, however staff provide daily verbal feedback and the manager and/or supervisor are available daily to discuss any concerns. A few policies are displayed and parents are informed that others are available.

What has improved since the last inspection?

All actions agreed at the last inspection for the fun sessions have been completed, as have most actions for the after school club and creche: CRB checks have been completed or are in the process; DC2 forms are sent to regional office; the registration system records children's times of attendance; an action plan has been submitted of how 50% staff will be qualified, and to ensure supervisors have a level three qualification, the manager is working towards a level three and two of the supervisors hold a level three; staff attendance is recorded on the registers; they have devised a staff induction programme; staff records are available; adequate precautions are taken when children visit the toilets, however this subject is regularly raised at in-house training and the group are continually trying to look at better procedures; they ensure they comply with environmental health recommendations; wiring is checked to ensure it does not pose a hazard; a system has been devised to record visitors to the group; two electric smoke detectors have been installed in the creche; parental permission is sort to seek emergency advice; a qualified first aider is present at all times, several staff have first aid training and there is always a duty first aider in the centre; a method of recording medication has been devised; a record of babies food intake has been devised; a statement about special needs has been written; a method of recording incidents has been devised; parents are informed on their information leaflet that they can access all the policies and procedures; a child protection statement has been written; documentation is retained now; documentation is stored confidentially in the offices and at reception.

What is being done well?

- The induction programme for staff, which is repeated at the beginning of each fun session programme.
- The registration procedures, staff constantly check numbers and re-take the register, making a note of the time.
- The deployment of staff to ensure childrens safety and care. The supernummary supervisor ensures ratios are maintained and staff are supported.
- The good use of the available space, with children having sole use of the rooms and facilities while being used by the group.
- The safety procedures and staff awareness of their responsibilities, ensures

children are aware of the procedures for their own safety.

- The provision for children with special needs. Children's needs are accessed prior to them starting and the group ensure they can access all facilities and be involved with the activities.
- The staff use of appropriate methods to gain the children's attention and encourage good behaviour.

What needs to be improved?

- procedures to ensure staff are medically fit on an ongoing basis
- information for parents on what can be stored safely in a packed lunch
- documentation to ensure the procedures if an allegation is made against a member of staff, are specific to the group. To devise a sick child policy and to extend the equal opportunities policy and the behaviour management policy.

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
1	ensure staff are medically fit to care for children, on a more regular basis
7	devise a sick child policy which can be made available to parents
8	provide information for parents on what can be stored safely in a packed lunch
12	ensure parents are aware of sick child and child protection policy
14	name forms of inappropriate behaviour e.g. bullying, on the behaviour management policy
14	extend the Equal Opportunities policy to inform parents how the policy will be implemented
14	ensure the procedures for if an allegation should be made against a

	member of staff are specific to the provision
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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.