



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 251526

INSPECTION DETAILS

Inspection Date 23/08/2004
Inspector Name Susan Smith

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name HOPS (Holiday Opportunity Playscheme)
Setting Address Settles House
Kerrison, Thorndon
Eye
Suffolk
IP23 7JQ

REGISTERED PROVIDER DETAILS

Name The Committee of Hops Holiday Opportunity Playscheme
282472

ORGANISATION DETAILS

Name Hops Holiday Opportunity Playscheme
Address Settles House
Kerrison, Thorndon
Eye
Suffolk
IP23 7JQ

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

Mid-Suffolk Holiday Opportunity Play scheme for children with disabilities (HOPS) is run by a committee of volunteer trustees, many of whom are parents of children attending.

It was established in 1978 and now operates from a house within the grounds of the Kerrison complex. The facility offers a large playroom, sensory room, sun lounge, art room, soft play room, office, kitchen, and first aid room. All toilets and changing areas are suitably equipped for the disabled. There is a fully enclosed, grassed, front garden and a secure, hard surfaced rear garden for outside play.

The children attending are transported to the scheme by minibus and come from Mid Suffolk and the surrounding areas.

There are currently 50 children on roll and children can attend up to the age of 16 years. All children attending have identified special needs.

Eight staff regularly work with the children and 50% are qualified and/or have extensive experience of working with children with special needs. A pool of 36 volunteer helpers ensures a minimum adult/child ratio of one to one is maintained.

How good is the Day Care?

The Holiday Opportunity Play scheme, HOPS, provides satisfactory care for children.

A warm and welcoming environment is provided for parents and children. The premises are safe and clean and consideration has been given to the layout to maximise access to the play equipment to the children inside and outside. Facilities include a soft play room sensory room and a secure well equipped outside play area.

The Saturday Club has access to all the equipment and resources.

Children are provided with a wide variety of resources and activities and are supported by a team of highly motivated, enthusiastic and caring staff. Staff are consistent in managing children's behaviour. They have a good awareness of keeping children safe and carry out separate risk assessments for outings. Health

and hygiene issues are given appropriate attention and children individual dietary needs are met.

Staff work closely with parents and when necessary other agencies to meet children's individual needs. New parents are well informed about the provision and the group strives to keep parents informed on a daily basis.

Most policies and procedures are in place to keep children safe and healthy but some records lack the necessary detail.

What has improved since the last inspection?

N/A

What is being done well?

- Staff and volunteers have a positive attitude with all children. They help children to have a positive self image by giving praise and encouragement for their achievements.
- Children are provided with a wide range of good quality resources with much of the play equipment specially designed for use by the disabled. E.g. swings to enable children to lie down, sensory room, roundabout having fully strapped seats and adapted wheeled toys.
- Adults anticipate the needs of each child. They sit at the children's level and chat to encourage language development, use children's names and maintain eye contact.
- Staff encourage each child to be as independent as is possible.
- Staff are highly motivated, committed to meeting the needs of the children are enthusiastic about the work they do.
- The premises are clean, bright and welcoming for children and the provision has all the necessary facilities to provide children with opportunities to develop their emotional, social and intellectual capabilities.
- The group is commitment to inclusion and promoting children's positive attitudes towards equality.

What needs to be improved?

- parent signatures on the accident reports and administering medicine records.
- the complaints procedure to include details of how to contact Ofsted
- the child protection policy to include procedures to follow in the event of an allegation against a member of staff.

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
7	keep a written record, signed by parents, of medicines given to children	10/09/2004
7	keep a written record, signed by parents, of all accidents	10/09/2004

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

Std	Recommendation
12	Review complaints procedure and ensure that it includes details of how to contact Ofsted
13	Review current Child Protection policy to include procedures to follow in the event of an allegation against a member of staff.
14	Ensure policies and procedures continue to be updated in line with current regulations, in particular child protection and complaints.

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.