

# Schoolfriend Clubs @ St Wilfrids

St. Wilfrids Catholic Primary School, Millhouses Lane, SHEFFIELD, S7 2HE

## Inspection date

Previous inspection date

19 March 2015

24 September 2014

<b>The quality and standards of the early years provision</b>	<b>This inspection:</b>	<b>Inadequate</b>	<b>4</b>
	Previous inspection:	Inadequate	4
How well the early years provision meets the needs of the range of children who attend		Inadequate	4
The contribution of the early years provision to the well-being of children		Inadequate	4
The effectiveness of the leadership and management of the early years provision		Inadequate	4
The setting <b>does not meet legal requirements for early years settings</b>			

## Summary of key findings for parents

### This provision is inadequate

- The provider has an extremely poor understanding of the legal requirements. Children's safety and welfare is compromised because not all of the required documents are available for inspection.
- Staff do not receive effective induction training or regular supervision to help them fully understand their roles and responsibilities. This results in inconsistent practice for children. Staff are not clear about safeguarding procedures, to protect children from harm.
- Children are not protected at all times as the risks associated with the outdoor area are not well managed to keep children safe. Open access to the grounds and unknown adults present sometimes prevent children from going out to play.
- The provider does not always ensure that the indoor space requirements are not met and resources are available at all times. This means that children's needs are not consistently met.
- Partnerships with teachers in the school are not adequately developed, to promote continuity of children's learning.

### It has the following strengths

- The key-person system promotes secure attachments. Children have suitable relationships with staff and are confident to talk with them and ask for things.

## **What the setting needs to do to improve further**

**The provision is inadequate and Ofsted intends to take the following enforcement action:**

We will issue a Welfare Requirements Notice requiring the provider to:

ensure that risks or hazards which may arise for the children during outdoor play, with specific regard to the open access, unknown adults present and organisation in the outdoor area

ensure appropriate arrangements are made for the supervision of staff, to foster a culture of mutual support and continuous professional development, so that staff offer quality play and learning experiences for children.

**To meet the requirements of the Early Years Foundation Stage the provider must:**

- ensure records are easily accessible and available for inspection; in particular information about vetting processes that have been completed to ensure the suitability of staff to work with children
- implement effective induction arrangements including covering the settings policies and procedures to ensure staff understand their roles and responsibilities
- train all staff to understand the safeguarding policy and procedure to keep children protected, with particular regard to referring concerns about a child to other agencies in the absence of the designated safeguarding lead
- ensure that children are provided with adequate floor space when the main hall is not available for use
- improve information sharing and partnerships with teachers in the school, to enhance children's continuity in care and learning
- ensure the following information for each child cared for is available: full name; date of birth; name and address of every parent and/or carer who is known to the provider (and information about any other person who has parental responsibility for the child); which parent(s) and/or carer(s) the child normally lives with; and emergency contact details for parents and/or carers
- obtain information about any special dietary requirements, food allergies and any special health requirements that a child may have.

**To meet the requirements of the Childcare Register the provider must:**

- train all staff to understand the safeguarding policy and procedure, to keep children protected (compulsory part of the Childcare Register)
- take all necessary measures to minimise any risks to the health and safety of children (compulsory part of the Childcare Register)
- ensure Ofsted is informed of a new manager of childcare on non-domestic premises (compulsory part of the Childcare Register)
- keep records and retain them for a period of two years of: the name, home address and telephone number of a parent/guardian/carer of each child who is looked after on the premises (compulsory part of the Childcare Register)
- ensure that premises, including overall floor space used for the purposes of childcare, are safe and suitable for that childcare (compulsory part of the Childcare Register)
- take all necessary measures to minimise any risks to the health and safety of children (voluntary part of the Childcare Register)
- ensure Ofsted is informed of a new manager of childcare on non-domestic premises (voluntary part of the Childcare Register)
- keep records and retain them for a period of two years of: the name, home address and telephone number of a parent/guardian/carer of each child who is looked after on the premises (voluntary part of the Childcare Register)
- ensure that premises, including overall floor space used for the purposes of childcare, are safe and suitable for that childcare (voluntary part of the Childcare Register).

**Inspection activities**

- The inspector observed activities in the computer room.
- The inspector held a meeting with the manager of the provision and spoke to other members of staff during the inspection.
- The inspector looked at planning documentation.
- The inspector checked for evidence to confirm the suitability of staff and their qualifications.
- The inspector took account of parents written views on the quality of the provision.

**Inspector**

Jane Tucker

## Inspection findings

### **How well the early years provision meets the needs of the range of children who attend. This is inadequate**

Staff have a basic understanding of the learning and development requirements. They are enthusiastic about their roles but their interactions with children are variable. The newly appointed manager has started to implement planned activities based on children's interests. However, staff do not provide continuity of learning that is age appropriate, challenging and stimulating. They do not complement the learning that occurs at school, to develop children's skills for future learning. Staff do not obtain enough information from the Reception class teachers to take account of the children's individual needs. Children have access to creative activities. They use coloured pens to create patterns on paper plates. Secure partnerships with parents ensure that information is shared consistently and creates a link between the club and home. Staff provide parents with verbal feedback when they enter the setting to collect their children each day.

### **The contribution of the early years provision to the well-being of children is inadequate**

Children's overall safety and well-being is not considered at all times. On occasions, the hall is occupied by other users. Children have to use a small computer room with limited floor space for the number of children attending. They can only take certain resources into the computer room, such as pens and paper. Therefore, children are not provided with enough choice of resources to play with. Children access fresh air and take part in physical activities outdoors most days. However, there are some days when children do not go outside to play. This is because the risk assessments do not identify ways to manage children's safety outdoors and this was previously raised as an action. Information about children's special dietary requirements and emergency contact numbers for parents is not always accessible. However, children enter the club confidently and appear happy and relaxed, and staff are warm and friendly. Children develop good relationships with their friends in school and this transfers to their time in the club.

### **The effectiveness of the leadership and management of the early years provision is inadequate**

The provider has failed to notify Ofsted of a change of manager. She does not keep all the required records for staff on site and available for inspection. For example, there are no records of vetting processes, including Disclosure and Barring Service checks, therefore, staff suitability cannot be verified. Children's records are not maintained thoroughly to ensure children's welfare is promoted. Indoor space requirements do not always meet the needs of all children. Staff receive induction training. However, this is not effective to ensure that staff are confident and clear of their roles and responsibilities. Staff's safeguarding knowledge is variable, for example, they are unclear about who to contact and how this should be done in the absence of the designated safeguarding officer. Staff are qualified, however, they do not use this knowledge to good effect. The provider has not established a programme of appraisals and supervision for staff, which has resulted in their inconsistent practice being unchecked. Staff have developed suitable relationships with parents. Parents' views about the club are sought by discussion and through the

completion of parent questionnaires. There is currently no process for self-evaluation. Therefore, key weaknesses in the club have not been identified.

## Setting details

<b>Unique reference number</b>	EY366859
<b>Local authority</b>	Sheffield
<b>Inspection number</b>	993057
<b>Type of provision</b>	Out of school provision
<b>Registration category</b>	Childcare - Non-Domestic
<b>Age range of children</b>	0 - 17
<b>Total number of places</b>	24
<b>Number of children on roll</b>	35
<b>Name of provider</b>	Schoolfriend Clubs Limited
<b>Date of previous inspection</b>	24 September 2014
<b>Telephone number</b>	08704 422 287

Schoolfriend Clubs @ St Wilfrids was registered in 2008. The club employs three members of childcare staff. Of these, three hold appropriate early years qualifications at level 3 and level 2. The club opens Monday to Friday, term time only. Sessions are from 3.20pm until 5.45pm. The club serves children who attend St Wilfrids Catholic Primary School.

This inspection was carried out by Ofsted under sections 49 and 50 of the Childcare Act 2006 on the quality and standards of provision that is registered on the Early Years Register. The registered person must ensure that this provision complies with the statutory framework for children's learning, development and care, known as the Early Years Foundation Stage.

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