

# Xtra Time Kidz Club

Nascot Wood Junior School, Nascot Wood Road, WATFORD, WD17 4YS



<b>Inspection date</b>	26 September 2016
Previous inspection date	13 February 2014

<b>The quality and standards of the early years provision</b>	<b>This inspection:</b>	<b>Inadequate</b>	<b>4</b>
	Previous inspection:	Good	2
Effectiveness of the leadership and management		Inadequate	4
Quality of teaching, learning and assessment		Inadequate	4
Personal development, behaviour and welfare		Inadequate	4
Outcomes for children		Not applicable	

## Summary of key findings for parents

### This provision is inadequate

- Children's safety is compromised. The provider has failed to ensure that all staff working in the setting have an enhanced Disclosure and Barring Service check. Accidents are not recorded appropriately and not all children are logged in the daily record of attendance.
- Staff supervisions and appraisals are not effective in supporting or promoting ongoing staff development.
- Management fails to provide sufficient evidence that at least one member of staff has a current first-aid certificate.
- The key-person system is not used to ensure that children's care is fully tailored to their individual needs, with regard to activities linked to children's interests and abilities or to build a relationship with their parents.
- Staff do not plan outdoor activities on a daily basis to ensure that children have opportunities for fresh air and exercise.

### It has the following strengths

- Staff engage in children's play. They interact warmly and join in with their games and activities.
- Staff provide children with healthy snacks and light meals. Children are given choices about the healthy foods they eat.
- Staff develop appropriate partnerships with the host school and communication between the settings is encouraged.

## What the setting needs to do to improve further

### To meet the requirements of the early years foundation stage and the Childcare Register the provider must:

	<b>Due Date</b>
<ul style="list-style-type: none"> <li>■ implement robust recruitment and vetting procedures, with particular reference to obtaining a Disclosure and Barring Service check for all staff</li> </ul>	26/10/2016
<ul style="list-style-type: none"> <li>■ provide regular and relevant supervision meetings to ensure staff's professional development supports them to provide good quality provision</li> </ul>	26/10/2016
<ul style="list-style-type: none"> <li>■ keep a daily record of the children cared for and their hours of attendance</li> </ul>	26/10/2016
<ul style="list-style-type: none"> <li>■ keep a record of all accidents and any first-aid treatment given</li> </ul>	26/10/2016
<ul style="list-style-type: none"> <li>■ ensure that at least one member of staff with a current paediatric first-aid certificate is on the premises at all times</li> </ul>	26/10/2016
<ul style="list-style-type: none"> <li>■ ensure that the key-person system is tailored to promote children's individual needs, takes into account their interests and abilities and promotes regular discussion between the key person and parents</li> </ul>	26/10/2016
<ul style="list-style-type: none"> <li>■ provide children with daily opportunities for outdoor activities.</li> </ul>	26/10/2016

### Inspection activities

- We carried out this inspection as a result of a risk assessment, following information we received about this provider.
- The inspector observed the quality of staff interaction during activities indoors and assessed the impact this has on children's time at the club.
- The inspector checked evidence of the suitability of staff working in the setting. She also viewed the daily register and a sample of staff information records.
- The inspector held a meeting with the provider and the manager. She looked at relevant documentation, such as the setting's safeguarding procedures.
- The inspector spoke with staff, children and parents at appropriate times throughout the inspection.

### Inspector

Jo Rowley

## Inspection findings

### Effectiveness of the leadership and management is inadequate

The arrangements for safeguarding are not effective. The provider has failed to complete a Disclosure and Barring Service check for a member of staff. Therefore, recruitment procedures are not robust enough to ensure staff are suitable to work with children. Two staff members take the lead for safeguarding and all staff are aware of the procedures to follow if they have a child protection concern. However, staff fail to complete the daily record of children's attendance. For example, children arriving from an after-school activity are not recorded as being at the club. In addition to this, staff are not aware of how many children they collect from the school at the beginning of the session before the register is taken. The provider and manager fail to provide evidence that at least one member of staff has a current first-aid certificate. Furthermore, not all accidents that happen at the setting are recorded. Therefore, children's welfare is not assured in the event of an accident or emergency. All staff communicate well with children to support their routine needs. Staff encourage children to learn about their personal safety. For example, when children move between the school and the club they wear high-visibility jackets so they are easily and quickly recognised by staff and other adults on the school site. Staff complete regular risk assessments and safety checks on the resources and areas used by children. Staff supervision and appraisals to enhance staff's professional development and promote continuous improvement are not regular enough to promote practice to a good level.

### Quality of teaching, learning and assessment is inadequate

The key-person system is not effective in supporting children's individual needs or interests. Not enough thought is given to activities where children of all ages play together, to ensure that they are matched to the younger children's interests and abilities. For example, young children wait patiently for their turn as they take part in a game with a group of older children and staff. Staff do not ensure that the early years children are included in the early part of the game or adjust their expectations to enable them to take part effectively. This means younger children lose interest, have lower self-confidence and are reluctant to join in. During story time staff ask some probing questions that encourage children to engage in the book. Children's imagination is encouraged as they explore a range of imaginative toys and resources. They make up their own games and ideas and express verbally that they like to play with the equipment available. Children make choices about their play as they select from the activities available to them. Staff listen to children and incorporate some of their ideas into regular plans of what they offer.

### Personal development, behaviour and welfare are inadequate

The provider's failure to implement some of the safeguarding and welfare requirements compromises children's safety and welfare. Staff do not provide children with regular opportunities for outside activities and experience to support them in having daily fresh air and exercise. Children behave appropriately. They make friends and show care towards others. Children are reminded by staff about sharing toys and resources and older children play appropriately alongside younger children. For example, they create a train track together. Parents are happy with the care their children receive at the setting. They

communicate with staff on a regular basis and know that they can go to the manager if they have any concerns. However, when children first join the club, no key person is identified to build a relationship with parents and enhance children's continuity of care. Staff support children's individual dietary requirements. The staff preparing and handling food have attended the required training in food hygiene. Staff meet children's care needs and encourage their independence. For example, children use the bathroom independently.

## Setting details

<b>Unique reference number</b>	EY467705
<b>Local authority</b>	Hertfordshire
<b>Inspection number</b>	1073435
<b>Type of provision</b>	Out of school provision
<b>Day care type</b>	Childcare - Non-Domestic
<b>Registers</b>	Early Years Register, Compulsory Childcare Register, Voluntary Childcare Register
<b>Age range of children</b>	4 - 11
<b>Total number of places</b>	24
<b>Number of children on roll</b>	71
<b>Name of registered person</b>	Xtra Time Kidz Club Limited
<b>Registered person unique reference number</b>	RP532962
<b>Date of previous inspection</b>	13 February 2014
<b>Telephone number</b>	07462525922

Xtra Time Kidz Club was registered in 2013 and operates from the Nascot Wood Junior School in Watford. The setting employs six members of childcare staff. Of these, two hold appropriate early years qualifications at level 3. The setting opens from Monday to Friday, from 3.20pm to 6pm, term time only.

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