

The Meadow Out Of School Club

Meadow Primary School, High Street, Balsham, Cambridge, Cambridgeshire, CB21 4DJ

Inspection date

9 March 2017

Previous inspection date

11 December 2013

The quality and standards of the early years provision	This inspection:	Inadequate	4
	Previous inspection:	Good	2
Effectiveness of the leadership and management		Inadequate	4
Quality of teaching, learning and assessment		Requires improvement	3
Personal development, behaviour and welfare		Inadequate	4
Outcomes for children		Not applicable	

Summary of key findings for parents

This provision is inadequate

- Young children are not allocated a key person to help them to build relationships and ensure their care is tailored towards their individual needs.
- Staff and the acting manager do not benefit from supervision meetings that provide them with coaching and support as well as opportunities to discuss any issues.
- Children's health and safety is not assured. Not all staff know how to deal with an emergency situation with children who have medical needs or allergies. Additionally, not all staff involved with preparation of food have had training in food hygiene.
- Not all staff have a secure understanding of the reporting procedures if a child is at risk of abuse.
- The provider has not notified Ofsted of changes to management committee members in a timely way. Additionally, they have failed to provide Ofsted with the required information for some of those members to enable suitability checks to be completed.
- Not all required records and documentation were available at the inspection, including details of the Disclosure and Barring Service checks for committee members, and their names, addresses and contact details.
- At times, older children's physical, boisterous play affects younger children's safety and their enjoyment of activities.

It has the following strengths

- Children benefit from a broad range of resources. They enjoy their time in the club and develop good friendships with each other.

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:

	Due Date
■ implement an effective key-person system in order to ensure children's needs are met and ensure parents are informed of the name of their key person	29/03/2017
■ implement an effective system for the supervision of managers and staff that provides them with the support and coaching they need to promote the interests of the children	29/03/2017
■ take all reasonable steps to ensure children are not exposed to risks, with particular reference to all staff understanding the procedures when children require emergency medication	29/03/2017
■ ensure all staff are trained in the procedures to follow when a child is at possible risk of abuse or neglect	29/03/2017
■ provide Ofsted with the required information to enable suitability checks to be completed for any new committee members	29/03/2017
■ ensure that all required documentation is available for inspection, including the name, home address and telephone number of committee members, and details of their suitability checks	29/03/2017
■ ensure all staff involved in the preparation and handling of food receive training in food hygiene.	29/03/2017

To further improve the quality of the early years provision the provider should:

- consider ways that older children can engage in boisterous, physical play without having an impact on younger children's safety and their enjoyment of activities.

Inspection activities

- The inspector observed the activities indoors and outdoors and the interactions between staff and children.
- The inspector talked to staff and children at appropriate times during the inspection.
- The inspector spoke to the club's acting manager and representatives of the management committee. She looked at relevant documentation and evidence of the suitability of staff working in the club.
- The inspector spoke to a number of parents during the inspection and took account of their views.

Inspector

Veronica Sharpe

Inspection findings

Effectiveness of the leadership and management is inadequate

Safeguarding is ineffective. The management committee does not demonstrate a suitable understanding of legal requirements. Ofsted has not been notified of changes to members of the management committee in a timely way. In two instances, Ofsted has not received committee members' details, including their Disclosure and Barring Service checks, to enable the suitability assessment process to be completed. Staff demonstrate sufficient knowledge of the signs and symptoms of child abuse. However, they do not have a secure understanding of the procedures to follow if they have concerns that a child is at risk. Required documentation is not available. There have been recent changes to the management of the club and some essential systems have lapsed. For example, young children are not allocated a key person to support their welfare and help to develop links with parents. Managers and staff do not have opportunities for supervision meetings with their line managers to discuss any issues they may have, review their suitability and identify professional development needs. Parents speak well of the club and say their children enjoy attending.

Quality of teaching, learning and assessment requires improvement

Staff provide a good range of resources for the children and encourage them to make choices. Children become engaged in their self-chosen activities, such as using swing bikes in the school playground. Staff have reasonable links with the school and are aware of the themes and topics children cover in class. This helps them to complement children's learning in the club. Children have a comfortable area to relax. They help themselves to books or watch a suitable film on the television. They negotiate their own sharing as, for example, they write their names on a list to use the computer. Staff support the children as they play, supervising their activities and offering help if needed. Children spend a good deal of time outdoors and clearly enjoy active exercise. However, there are times when older children play boisterous games, such as football, that spill over into the younger children's activities.

Personal development, behaviour and welfare are inadequate

Children with medical and special dietary needs are at risk as not all staff are aware of the procedures to follow if children require emergency medication. Care plans for these children are recorded but some staff do not know where these are kept. Absence of a key-person system means opportunities are lost to strengthen links with children and parents and ensure children have their individual needs met. Nevertheless, children do develop emotional bonds with staff over time. On the whole, they behave well and have affectionate relationships with each other. Children enjoy simple snacks, which they help to prepare for themselves, such as fruit, toast and crumpets. Not all staff have the necessary training to handle food safely. Therefore children's health cannot be assured.

Setting details

Unique reference number	221680
Local authority	Cambridgeshire
Inspection number	1063738
Type of provision	Out of school provision
Day care type	Childcare - Non-Domestic
Registers	Early Years Register, Compulsory Childcare Register, Voluntary Childcare Register
Age range of children	3 - 10
Total number of places	40
Number of children on roll	62
Name of registered person	Meadow Out of School Club Committee
Registered person unique reference number	RP517138
Date of previous inspection	11 December 2013
Telephone number	01223 894608

The Meadow Out Of School Club registered in 1997 and is a registered charity managed by a voluntary committee. There are five members of staff who work directly with the children. Of these, four hold appropriate qualifications at level 3. The setting is open Monday to Friday from 7.45am to 9am and from 3.15pm to 6pm, during school term time. A holiday club operates during some school holidays, subject to parental demand. Opening times are 7.45am to 6pm.

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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