

# Alexandra After School Care Scheme



Alexandra Schools, Denbigh Road, Hounslow, Middlesex, TW3 4DU

|                          |                 |
|--------------------------|-----------------|
| <b>Inspection date</b>   | 1 November 2017 |
| Previous inspection date | 5 March 2015    |

| <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                  |                         | 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

- The provider fails to maintain the safety of children at all times. They do not recruit new staff safely and do not take appropriate steps to ensure staff's continued suitability. They have failed to notify Ofsted of changes to the committee. This compromises children's safety and welfare.
- The provider does not monitor the manager's practice effectively. They do not ensure she understands all her responsibilities. For example, she is unaware that changes to staff's associations may affect their suitability to work with children. She is also unaware of the procedure to follow in the event of an allegation being made against staff.
- Partnerships with parents and teachers are not effective. The manager and staff do not work effectively enough with parents or teachers to support children's individual needs.
- The manager and staff have not made any improvements since the last inspection. They do not promote children's good health, such as using effective hygiene practices.
- The manager fails to ensure relevant documentation is ready for inspection. She fails to store children's records securely, and says she has lost some. This compromises children's safety and welfare.
- Self-evaluation is ineffective. The management team fails to identify and target breaches of requirement and weaknesses, to improve the provision.

### It has the following strengths

- Children develop their social skills. They chat, play or relax with their friends after school.

## 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> |
|--|-----------------|
| ■ implement effective procedures to make sure all staff undergo relevant vetting checks to ensure they are and continue to be suitable to work with children   | 20/12/2017      |
| ■ ensure the designated safeguarding officer has completed a relevant safeguarding course and is aware of procedures to follow in the event of a concern, including the steps to take in the event of an allegation being made against a member of staff | 20/12/2017      |
| ■ ensure notification requirements are understood  | 22/11/2017      |
| ■ introduce effective procedures to monitor the manager's knowledge and performance  | 22/11/2017      |
| ■ implement effective hygiene practices to maintain children's good health at all times  | 22/11/2017      |
| ■ introduce effective systems to ensure all records are stored safely and confidentially, and that they are ready for inspection   | 22/11/2017      |
| ■ establish a two-way flow of communication between parents and teachers, to develop a partnership approach to meet all children's needs.  | 22/11/2017      |

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

- introduce and maintain systems to identify weaknesses within practice, meet requirements and to help plan effectively to develop a good standard of care for all children.

## Inspection activities

- The inspector observed children playing inside and outside, and accompanied staff to collect children from school.
- The inspector completed a joint observation with the manager.
- The inspector spoke to staff and children at appropriate times during the inspection.
- The inspector held a meeting with the manager and the nominated person to discuss how they support staff and maintain children's safety and welfare.
- The inspector sampled a range of available documents, including the safeguarding procedure.

## Inspector

Tristine Hardwick

## Inspection findings

### **Effectiveness of the leadership and management is inadequate**

Safeguarding is not effective. There are several breaches of the requirements of the early years foundation stage and the Childcare Register, which have a significant impact on children's safety and welfare. The provider does not monitor the manager's skills to ensure she is aware of all her responsibilities. They are unaware that she does not follow effective procedures to recruit new staff safely, such as completing relevant vetting checks. The manager is unaware that she needs to check staff's ongoing suitability and that any new associations they have may affect their suitability to work with children. The manager is also unaware of the procedure to follow in the event of an allegation being made against staff. The provider has failed to inform Ofsted of changes to the committee members, as required. The manager does not securely organise documentation relating to children's personal information. For example, during the inspection, she was unable to provide evidence of confidential information about child protection concerns, as she was unsure of where they were stored. She has also lost verification of training certificates. Although staff have completed some training, and know how to identify and report any child protection concerns, they and the manager have not addressed the recommendations set at the last inspection to make improvements to child protection, welfare and safety, such as promoting good hygiene practices. Self-evaluation is not effective. The manager and staff do not exchange information with teachers or follow requests from parents, to develop a partnership approach that support all children's needs.

### **Quality of teaching, learning and assessment requires improvement**

Overall, staff support children well in their play. Children are confident, enjoy their time at the club and the activities provided. For example, they use a variety of resources to create pictures. Children develop their physical skills well. They enjoy being active outside and enjoy playing games with staff and their friends. However, the manager and staff have not formed close links with parents or teachers to support children's individual needs. For example, parents have asked staff to support children with homework, but the manager has refused, and only limited information is shared between staff and teachers. While this does not have a significant impact on children, the provider cannot be sure that their provision complements the experiences children have elsewhere.

### **Personal development, behaviour and welfare are inadequate**

The manager's poor awareness of her responsibilities, such as the lack of rigorous suitability checks and failure to keep children's personal information safe, compromises children's safety and well-being. The manager does not monitor how well staff and children follow good hygiene practice. For example, during the inspection, children were not encouraged to wash their hands before eating. Some younger children used antibacterial gel to clean their hands, while older ones did not. This was a weakness highlighted at the last inspection.

## Setting details

|  |   |
|--|---|
| <b>Unique reference number</b>                   | 116249  |
| <b>Local authority</b>                           | Hounslow  |
| <b>Inspection number</b>                         | 1089156   |
| <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 - 10  |
| <b>Total number of places</b>                    | 32  |
| <b>Number of children on roll</b>                | 6   |
| <b>Name of registered person</b>                 | Alexandra After School Care Scheme Committee                                      |
| <b>Registered person unique reference number</b> | RP517529  |
| <b>Date of previous inspection</b>               | 5 March 2015  |
| <b>Telephone number</b>                          | 07958463091   |

Alexandra After School Care Scheme registered in 1990 and is located in the London Borough of Hounslow. The club is open weekdays from 3.15pm to 5.45pm, during term time only. There are five members of staff, two of whom are qualified to level 3, including the manager, and three are unqualified.

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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