

# Inspection of Shelf out of school club LTD

Youth And Community Centre, Wade House, Shelf, Halifax HX3 7PB

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Inspection date:

7 February 2023

**The quality and  
standards of early  
years provision**

**This  
inspection**

**Not met (enforcement)**

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Previous  
inspection

Not Met (with actions)

## **What is it like to attend this early years setting?**

### **This provision does not meet requirements**

Weaknesses in safeguarding practice compromise children's safety and welfare. The manager, who is also the designated safeguarding lead in the setting, and some staff do not have a clear enough understanding of their safeguarding responsibilities. For example, they do not understand the procedures to follow in the event an allegation is made against a member of staff. Some staff do not understand how to recognise the signs and symptoms of abuse or how to report these to external agencies. The manager does not keep a written record of any concerns raised about a child's welfare, including sufficient detail of any action taken and the outcome. This does not help to ensure the safe and effective management of the club, particularly in the manager's absence. Furthermore, the manager does not implement and record robust recruitment and vetting checks for all adults working with children. She does not complete thorough checks to ensure the ongoing suitability of all staff while they are employed at the club. This does not help to ensure all staff working with children are suitable.

Children arrive to the club happy. They enjoy the range of activities and toys staff provide for them. Children take part in large-group physical activities with excitement and enthusiasm. Other children, who do not wish to join in with physical activities, choose from the wide selection of toys on offer. Staff engage and interact well with children during their play. For example, they support children to use their good imaginations while playing with role-play equipment. They provide children with clear instructions and help them to develop their physical skills while taking part in sports activities. Children delight as staff provide them with praise and celebrate their accomplishments. Children show good levels of confidence and self-esteem.

### **What does the early years setting do well and what does it need to do better?**

- The manager does not have a clear enough understanding of the early years and childcare register requirements. She continues to have a weak knowledge of all of her roles and responsibilities. For example, the manager has not provided Ofsted with the necessary information about changes that might affect her suitability. This prevents Ofsted from being able to carry out additional checks to ensure that she remains suitable to work with children.
- The manager has failed to identify and address areas of weakness in safeguarding practice. For example, some staff have a poor understanding of how to recognise and respond to child protection concerns. They do not know who the designated safeguarding lead is at the club or how to refer concerns about a child's welfare to outside agencies. This includes in the event an allegation is made against a member of staff. This does not help to safeguard

children.

- Staff now receive regular supervisions to help monitor their performance and discuss any concerns. However, the manager has not implemented an effective induction process for new members of staff. This does not help to ensure that they receive the level of support, coaching and training needed to understand their roles and responsibilities.
- Partnerships with parents are good. Parents comment that their children are always happy to attend the club and are engaged in fun games and activities with staff when they arrive. They receive information from staff about their child's day and any key messages are handed over from school. This helps to ensure continuity of care, particularly for children with special educational needs and/or disabilities.
- The settling-in arrangements are effective. The manager gathers information from parents about their child's individual needs when they first start at the club. This information is then used to ensure children's individual needs are met from their starting points. A key person is allocated for all children in the early years age range. This helps children feel safe and secure as they begin to build relationships with a familiar adult from their starting points.
- The manager and staff seek ideas and suggestions from children to help plan interesting activities and experiences. They use this information to plan a range of opportunities to engage children in constructive play. This helps to keep children motivated and focused on their play while attending the club.
- Children's behaviour is good. They build secure relationships with staff and form strong friendships with their peers. Children follow the rules of the club well. They play cooperatively, share and take turns with the play equipment on offer. Children benefit from the positive and welcoming environment that this creates in the club.
- The manager and staff help children understand the importance of leading a healthy lifestyle. They provide children with daily opportunities to take part in a range of physical activities and exercise. Children learn how to make healthy choices at snack times and follow good hygiene routines.

## Safeguarding

The arrangements for safeguarding are not effective.

The manager does not provide all staff with the level of support, coaching and training needed to understand the setting's safeguarding policies and procedures. As a result, some staff have a weak knowledge of how to identify and respond to concerns about a child's welfare. This has the potential to leave children at risk of harm in the event staff fail to respond to the signs of abuse. The manager has not implemented effective vetting checks to ensure all adults working with children are suitable for their role. This has the potential to place children at risk of harm. That said, the manager has taken steps to improve the safety of the premises. For example, she has implemented effective measures to minimise risks and hazards in the indoor areas of the club.

## What does the setting need to do to improve?

**The provision is not meeting requirements and Ofsted intends to take enforcement action.**

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

	<b>Due date</b>
ensure the designated safeguarding lead in the setting undertakes further training, so that they know and understand how to fulfil all of their roles and responsibilities	30/03/2023
ensure all staff have a secure knowledge and understanding of how to identify and respond to concerns about a child's welfare, including how to respond to allegations made against staff	30/03/2023
keep a written record of any concerns raised about a child's welfare, including sufficient detail of any action taken and the outcome, to ensure the safe and effective management of the nursery in the manager's absence	30/03/2023
implement and record robust recruitment and vetting checks for all adults working with children, and complete checks to ensure their ongoing suitability while employed at the club	30/03/2023
ensure the nominated individual has appropriate knowledge of the early years and childcare requirements	30/03/2023
provide new members of staff with thorough inductions and ensure that they receive the level of support, coaching and training that they need to develop a secure knowledge and understanding of their roles and responsibilities.	30/03/2023

## Setting details

<b>Unique reference number</b>	EY266155
<b>Local authority</b>	Calderdale
<b>Inspection number</b>	10275585
<b>Type of provision</b>	Childcare on non-domestic premises
<b>Registers</b>	Early Years Register, Compulsory Childcare Register, Voluntary Childcare Register
<b>Day care type</b>	Out-of-school day care
<b>Age range of children at time of inspection</b>	4 to 11
<b>Total number of places</b>	40
<b>Number of children on roll</b>	163
<b>Name of registered person</b>	Locality Support Services LTD Trading as Shelf out of School Club
<b>Registered person unique reference number</b>	RP521481
<b>Telephone number</b>	07779164920 / 07910018735
<b>Date of previous inspection</b>	17 November 2022

## Information about this early years setting

Shelf out of school club LTD registered in 2003 and operates from within the Youth and Community Centre in Shelf, on the outskirts of Halifax. The club employs four members of childcare staff. Of these, one member of staff holds appropriate early years qualifications at level 3 or above. The club opens from Monday to Friday; term time sessions are from 7am until 9am and 2.45pm until 6pm. The club also operates during school holidays, from 7am until 6pm.

## Information about this inspection

### Inspector

Jennifer Dove

## Inspection activities

- The inspector discussed any continued impact of the pandemic with the provider and has taken that into account in their evaluation of the provider.
- The manager showed the inspector the premises and discussed how they ensure they are safe and suitable.
- The inspector observed the quality of activities and toys being provided and assessed the impact that this was having on children's experiences.
- The inspector observed the interactions between staff and children throughout the inspection.
- The inspector spoke to staff, members of the committee, parents and children during the inspection and took account of their views.

We carried out this inspection 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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