

Chapelfields + District Outta School Club

Inspection report for early years provision

Unique Reference Number	321612
Inspection date	30 May 2007
Inspector	Rosemary Beyer
Setting Address	Westfield Primary Community School, Askham Lane, York, North Yorkshire, YO24 3HP
Telephone number	07961974620
E-mail	
Registered person	Chapelfields + District Outta School Club
Type of inspection	Childcare
Type of care	Out of School care

ABOUT THIS INSPECTION

The purpose of this inspection is to assure government, parents and the public of the quality of childcare and, if applicable, of nursery education. The inspection was carried out under Part XA Children Act 1989 as introduced by the Care Standards Act 2000 and, where nursery education is provided, under Schedule 26 of the School Standards and Framework Act 1998.

This report details the main strengths and any areas for improvement identified during the inspection. The judgements included in the report are made in relation to the outcomes for children set out in the Children Act 2004; the National Standards for under 8s day care and childminding; and, where nursery education is provided, the *Curriculum guidance for the foundation stage*.

The report includes information on any complaints about the childcare provision which Ofsted has received since the last inspection or registration or 1 April 2004 whichever is the later.

The key inspection judgements and what they mean

Outstanding: this aspect of the provision is of exceptionally high quality

Good: this aspect of the provision is strong

Satisfactory: this aspect of the provision is sound

Inadequate: this aspect of the provision is not good enough

For more information about early years inspections, please see the booklet *Are you ready for your inspection?* which is available from Ofsted's website: www.ofsted.gov.uk.

THE QUALITY AND STANDARDS OF THE CARE

On the basis of the evidence collected on this inspection:

The quality and standards of the care are good. The registered person meets the National Standards for under 8s day care and childminding.

WHAT SORT OF SETTING IS IT?

Chapelfields + District Outta School Club has been registered since 1985. It is managed by a committee of parents and members of the local community. It has been running in its current premises in the school hall and the Support Centre of Westfield School since 2001 and serves the local area.

There are currently 66 children on roll, 30 of whom are over eight years of age. Children attend for a variety of sessions, and most are pupils at Westfield School. The setting supports children with learning difficulties and disabilities.

The group opens five days a week all year round, apart from bank holidays. Sessions are from 15.00 to 18.00 during term time and 08.00 until 18.00 during school holidays.

Currently, four staff work with the children. They all have appropriate early years National Vocational Qualifications in play work. The group receives support and advice from the local authority.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is satisfactory.

Children are cared for on clean and well-maintained premises, where good hygiene practice is effectively implemented to prevent the spread of infection. General cleaning is the responsibility of the school and furniture and toys are cleaned by staff. The children know they must wash their hands after personal care and before food to protect themselves. At the after school club, the children use antibacterial gel before eating as the toilets are some way from the rooms used.

During the holiday clubs parents provide a packed lunch, with an emphasis on healthy eating, and they are discouraged from sending sweets or fizzy drinks. Packed lunches are stored in the fridge so if the weather is warm, food does not deteriorate. Lunchtimes are a pleasant social time when the children sit quietly chatting while they eat their food. The children are developing a very good awareness of the contents of processed foods and the need to eat less fat and sugar. They enjoy making their snack when they attend after school, such as sandwiches or pizza. They are also willing to try new foods as part of their activities. Water is available all the time from a fountain in the support centre, and children can also help themselves when in the main school building. Staff are very conscious of the need to ensure children do not become dehydrated when outside in hot weather.

Children play outside whenever possible to enjoy the fresh air. They use the large school field, with fixed climbing and balancing equipment, and a range of balls and outdoor games. They say they like to play hockey, football and basketball. In the summer children are protected from the sun by trees which provide shade and the setting's gazebos. An area of the room is set aside for quiet play or if children are feeling tired or unwell. Large cushions are available if they need to sleep. These have removable covers for washing.

The written sick child policy is made available to parents, and contact details are easily accessible if children are taken ill. Written permission is available from parents prior to the administration of medication, or for children to self-medicate. Staff then record the administration and parents acknowledge it in writing when they collect the children. Parents have not yet been asked to give permission in writing for staff to seek medical help or advice in an emergency, but staff know what to do in an emergency, and most of them have current first aid certificates. Accidents are monitored to prevent a recurrence if possible. For example, several children had badly grazed knees from falling on the playground; they now play football in another area.

Protecting children from harm or neglect and helping them stay safe

The provision is good.

Security is a very high priority with staff, and the outside door is locked, with persons only admitted by staff. Children know they must not open the door, even if their parents or staff are there. All visitors sign the attendance sheet, which is then used for fire drills. Times of arrival and departure are noted for everyone on the premises. Children are only permitted to leave with authorised persons and an emergency cover is included in the information parents give, with staff informed by telephone or letter if changes are to be made.

Staff have developed comprehensive risk assessments which are effectively implemented to ensure the premises and outside areas are safe, and also the safety of any outings. Separate

procedures are in place for walking in the community, using public transport for trips and also for the use of vehicles. Good staff supervision is maintained, and any trips are to places previously visited by staff to ensure they are suitable for the children. For example, the visit to Monk Bar Farm was investigated to ensure there are suitable facilities and good hand cleaning procedures after children have been touching the animals. On arrival each day staff complete a safety checklist to ensure the premises and equipment are safe for the children. The children know how to keep themselves safe by employing good road safety practice when out in the community. They also know they must sit down on the bus to prevent accidents.

Children are collected from the school by staff to go to the after school group. The younger children are fetched from their classrooms and the older children go to a meeting point. A comprehensive procedure is in place in case any children who should be attending do not arrive. There are also procedures in place for children missing when on trips and for those not collected. Ofsted is to be notified of any significant events.

The children ask if they can have a drink from the water fountain and tell staff they are going to the cloakroom so everyone is accounted for. They are very careful when using the group equipment, whether moving furniture or playing with resources. Children help themselves to toys and activities from boxes or shelves, and if they wish to have other things not immediately available, staff fetch them from the store cupboard.

Fire equipment is in place and checked annually through the school. Fire drills are held at least every term with a variety of exits used to ensure all the children and staff are familiar with the procedure. The drills are recorded and afterwards discussed with the children to assess the actions taken and decide whether the procedure needs to be modified.

Children are protected by the excellent knowledge and experience staff have of child protection issues and procedures. The policy is in the process of being reviewed to take account of recent changes, including the introduction of Local Safeguarding Children Boards. Staff are aware of the procedure to follow if allegations are made against them, and the need to keep Ofsted informed.

Helping children achieve well and enjoy what they do

The provision is good.

The group is well equipped and provides a very varied range of activities from which the children can choose. They help to plan the activities for the holiday schemes through discussions at the end of the school terms, including the craft activities and outings. A routine of the day is displayed for both term time and holidays. Then a programme of the main daily activities on offer is developed. Children also use the toy catalogue to make suggestions for resources they would like. These are discussed with the children for suitability, taking account of their ages and any safety issues.

Children help themselves from the resources on offer each day, but can also ask for other things not immediately available. During the inspection they were all very busy, concentrating on the activities chosen inside or playing out on the field. The children are very sociable, mix well together and co-operate when using resources. They have a difficult puzzle put out each week and all children help complete it. The older children were very patient with the younger ones who put pieces in the wrong place. If the puzzle is completed quickly another is provided.

A staff member has drawn and copied some illustrations of cars, which the children enjoy colouring-in. They all like to draw and paint and produce some very imaginative work. Different fixings are used to create large pictures and collages. Craft work is also very popular, such as the bracelets and bead work. Samples are kept as a record of the sessions. Some photographs are taken and put in a scrap book, and also on the computer. They show the children enjoying the wide range of activities both on and off the premises, which they happily discuss.

The children travel on the bus or the train when going out of York for trips, such as the visit to Eureka. They also use the attractions in York, such as the Railway Museum, Rowntree Park and the theatre. The pantomime visit was very popular and the children made memory books to describe the visit. The summer holiday programme includes a range of quizzes, outdoor activities and craft sessions.

Helping children make a positive contribution

The provision is good.

Parents are welcome to participate in the group by joining the committee, helping with fundraising or by assisting at the sessions. They receive an information leaflet with details about the setting and what is on offer. They also have information about the complaints procedure and behaviour expectations. Policies and procedures are readily available for them to see. The staff know most of the children through their work in school but parents complete registration forms to enable staff to meet the children's individual needs.

The parents consulted during the inspection spoke very highly of the setting. They value the support and care staff provide for their children, knowing they are safe and happy, with a wide range of activities and resources available. They know how to complain if they have concerns and have the Ofsted contact number.

Children themselves enjoy being with the staff. They like to choose what to do, helping to plan the future programme and the outings. They also enjoy being able to access the computer to look at the photographs of past outings, parties and activities. A scrapbook is maintained of photographs for children and prospective parents to see. The children are able to write or draw in a notebook during each holiday session, whether about activities or outings when they had fun or things they have not liked. After the visit to the pantomime they made books describing how they felt and what they saw.

The children behave very well. They play quietly together, applying themselves with good concentration to the tasks they have chosen. They share, take turns and co-operate very well. Procedures are in place to deal with unacceptable behaviour or bullying, including involvement of parents. However, the positive encouraging environment where good behaviour is valued and rewarded helps the children develop a good awareness of what is acceptable. They discuss how behaviours are different, for example, what is for safety reasons and what is for good manners or consideration of others. The children also behave well when on trips, as they know this gives a positive image of their group.

Children with learning difficulties or disabilities are welcome to attend, and the premises are suitable for less mobile children. Equipment and resources are developed, and staff undertake training to meet their different needs. Staff also welcome children with English as a second language and ensure they and their parents are able to communicate.

The group is developing an inclusive policy rather than just equal opportunities, and a member of staff has taken responsibility for this. All children are welcome whatever their background, and steps are taken to support them within the community. Staff obtain information from parents about any special cultural or religious needs, and also celebrate festivals to widen the children's knowledge of other cultures.

Organisation

The organisation is good.

The group has a comprehensive range of policies and procedures to govern the safe and efficient management of the setting, some of which are currently being reviewed to take account of recent changes. The file is readily available and information is shared with parents. The group displays the registration certificate and respects the conditions imposed, ensuring good supervision of the children in its care. Most staff are qualified and have first aid certificates. They have a very good awareness of their responsibilities in the setting and ensure the children are well supervised.

Robust systems are in place for the employment of staff. All new staff and volunteers have police checks, the committee obtains references and undertakes interviews to confirm suitability. Prospective staff also spend supervised time with the children in the setting. They then have an induction period and, once in post, annual appraisals. There is an expectation within the group that staff will continue to undertake training to support their own personal development but also to further improve practice within the setting. The future programme includes child protection, inclusion and general management.

Staff respect the conditions of registration. They ensure the certificate is readily displayed and the numbers of children present are maintained. They provide good supervision and, by taking responsibility for their own group of children each day, keep each other informed of any special concerns or achievements.

The committee monitors the development of the setting and the success of previous terms or holiday schemes. The questionnaires and evaluation forms completed by both parents and children are used to plan for the future. It is very supportive of the staff and is aware of the responsibilities it has in management of the group. Overall, the provision meets the needs of the range of the children for whom it provides.

Improvements since the last inspection

At the last inspection the group was asked to develop procedures for the employment of new staff. Since then a robust system of vetting and recruitment has been developed. This is now implemented to ensure children are protected when new staff are employed.

The group was also asked to protect the children by maintaining appropriate records. They have developed a record of their attendance with children's arrival and departure times now noted in the register, along with the attendance of staff and visitors. Parents also provide prior

written permission for the administration of any medication, either by staff or children, and this is recorded for them to acknowledge on collection of their children.

Complaints since the last inspection

Since the last inspection there have been no complaints made to Ofsted that required the provider or Ofsted to take any action in order to meet the National Standards.

The provider is required to keep a record of complaints made by parents, which they can see on request. The complaints record may contain complaints other than those made to Ofsted.

THE QUALITY AND STANDARDS OF THE CARE

On the basis of the evidence collected on this inspection:

The quality and standards of the care are good. The registered person meets the National Standards for under 8s day care and childminding.

WHAT MUST BE DONE TO SECURE FUTURE IMPROVEMENT?

The quality and standards of the care

To improve the quality and standards of care further the registered person should take account of the following recommendation(s):

- request written permission from parents to seek medical help or advice in an emergency.

Any complaints about the inspection or the report should be made following the procedures set out in the leaflet *Complaints about Ofsted Early Years: concerns or complaints about Ofsted's role in regulating and inspecting childcare and early education (HMI ref no 2599)* which is available from Ofsted's website: www.ofsted.gov.uk