



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 200613

INSPECTION DETAILS

Inspection Date 11/05/2004
Inspector Name Brenda Turner

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name HARBURY SCHOOL KIDS CLUB (VAR)
Setting Address HARBURY PRIMARY SCHOOL
BACK LANE, MILL STREET
HARBURY, LEAMINGTON SPA
WORKS
CV33 9JE

REGISTERED PROVIDER DETAILS

Name Lynn Hill

ABOUT THE INSPECTION

The purpose of this inspection is to assure government, parents and the public of the quality and standard of day care. When making judgements, inspectors have regard to how well the provider meets the National Standards for under Eights Day Care and Childminding. A list of these is attached. The report identifies strengths and areas for improvement.

This inspection report must be made available to all parents.

Information about the setting

Harbury School Kids Club opened in 1996. It operates from one room on Harbury School site. The setting serves the local area.

There are currently 56 children from 3 years to 11 years on the roll. Children attend morning afternoon and some school holiday play scheme sessions. The setting supports children with special needs, and who speak English as an additional language.

The group opens five mornings and afternoons a week during school term only. Sessions are from 08:00 hours until 09:00 hours and from 15:15 hours until 18:00 hours. A summer holiday play scheme operates in August.

Seven part time staff work with the children. Over half the staff have or are working towards early years qualifications to NVQ level 2 or 3. The setting receives support from the Early Years Development and Childcare Partnership (EYDCP).

How good is the Day Care?

Harbury School Kids Club provides a satisfactory standard of care for children. The manager and both deputies are suitably experienced and are working towards a level three Early Years qualification. The premises provide a light bright and safe child friendly environment.

Best use is made of the space available. A suitable range of activities, resources and equipment is provided. Most policies are in place however some policies and procedures are in need of review and amendment. More information is required in the daily registration system and no system is in place to record visitors to the setting. All documents are not available for inspection. Safety is given good attention and staff remind children about health and safety. Children are offered light snacks during morning and afternoon sessions and children are encouraged to help with tasks.

All children have access to all activities. There are clear rules for taking turns. Staff respond to the individual needs of the children in a warm and caring manner. Staff understand their responsibility regarding the protection of children, but are not clear of the procedures to follow. Staff are suitably experienced in caring for children with special needs. Children are encouraged to support one another and work together.

They initiate ideas and topics for activities. Varied activities support the interests of the children across the age range.

Staff praise what children do well they manage and guide children's behaviour in a positive way. Staff welcome parents into the setting. Parents are kept informed of events through newsletters, information sheets and regular daily contact.

What has improved since the last inspection?

At the last inspection the manager was asked to devise an action plan detailing how staff qualification requirements will be met. The manager and two deputies are attending level three Early Years training.

What is being done well?

- Children have a free choice of activities. They are given time to relax and unwind after the school day. Children follow individual interests alone, in small and large groups.
- The staff work alongside the children to support or facilitate activities.
- Safety is given good attention. Children are safely escorted from the main school building. There is good security within the school site, providing many opportunities for physical outdoor play. Children are closely supervised.
- There have been few changes in the staff team who work well together. Staff know the children well and support their individual needs.
- There are clear rules and boundaries. Children know what is expected of them.
- The children's behaviour is very good. They play well together and help to tidy up and clear away.

What needs to be improved?

- the procedures for daily registration to record children's full names and staff attendance
- the procedure to record visitors to the setting
- the procedure for completing the accident record to ensure confidentiality
- the arrangements to develop staff's knowledge of the child protection procedures
- the arrangements to review and amend the behaviour management policy and complaints procedure
- the arrangements to ensure all the required documentation is available for inspection.

Outcome of the inspection

Satisfactory

CONDITIONS OF REGISTRATION

All registered persons must comply with all conditions of registration included on his/her certificate of registration.

As a result of this inspection conditions of registration have been imposed / varied / removed and a new certificate of registration will be issued.

WHAT NEEDS TO BE DONE NEXT?**The Registered Person must take the following actions by the date shown**

Std	Action	Date
14	Ensure that all records relating to day care activities are readily accessible on the premises and available for inspection at all times.	12/05/2004
14	Review the accident recording procedure to ensure confidentiality.	12/05/2004
14	Review and amend the behaviour management policy to include reference to bullying.	12/05/2004
14	Amend the complaints policy to include details of how Ofsted may be contacted.	12/05/2004
14	Ensure that children's full names and staff attendance are recorded on daily registers; and that a record of all visitors is kept.	12/05/2004

The Registered Person should have regard to the following recommendations by the time of the next inspection

Std	Recommendation
13	Develop staff's knowledge and understanding of Area Child Protection Committee procedures.

SUMMARY OF NATIONAL STANDARDS

STANDARD 1 - SUITABLE PERSON

Adults providing day care, looking after children or having unsupervised access to them are suitable to do so.

STANDARD 2 - ORGANISATION

The registered person meets required adult: child ratios, ensures that training and qualifications requirements are met and organises space and resources to meet the children's needs effectively.

STANDARD 3 - CARE, LEARNING AND PLAY

The registered person meets children's individual needs and promotes their welfare. They plan and provide activities and play opportunities to develop children's emotional, physical, social and intellectual capabilities.

STANDARD 4 - PHYSICAL ENVIRONMENT

The premises are safe, secure and suitable for their purpose. They provide adequate space in an appropriate location, are welcoming to children and offer access to the necessary facilities for a range of activities which promote their development.

STANDARD 5 - EQUIPMENT

Furniture, equipment and toys are provided which are appropriate for their purpose and help to create an accessible and stimulating environment. They are of suitable design and condition, well maintained and conform to safety standards.

STANDARD 6 - SAFETY

The registered person takes positive steps to promote safety within the setting and on outings and ensures proper precautions are taken to prevent accidents.

STANDARD 7 - HEALTH

The registered person promotes the good health of children and takes positive steps to prevent the spread of infection and appropriate measures when they are ill.

STANDARD 8 - FOOD AND DRINK

Children are provided with regular drinks and food in adequate quantities for their needs. Food and drink is properly prepared, nutritious and complies with dietary and religious requirements.

STANDARD 9 - EQUAL OPPORTUNITIES

The registered person and staff actively promote equality of opportunity and anti-discriminatory practice for all children.

STANDARD 10 - SPECIAL NEEDS (INCLUDING SPECIAL EDUCATIONAL NEEDS AND DISABILITIES)

The registered person is aware that some children may have special needs and is

proactive in ensuring that appropriate action can be taken when such a child is identified or admitted to the provision. Steps are taken to promote the welfare and development of the child within the setting in partnership with the parents and other relevant parties.

STANDARD 11 - BEHAVIOUR

Adults caring for children in the provision are able to manage a wide range of children's behaviour in a way which promotes their welfare and development.

STANDARD 12 - WORKING IN PARTNERSHIP WITH PARENTS AND CARERS

The registered person and staff work in partnership with parents and to meet the needs of the children, both individually and as a group. Information is shared.

STANDARD 13 - CHILD PROTECTION

The registered person complies with local child protection procedures approved by the Area Child Protection Committee and ensures that all adults working and looking after children in the provision are able to put the procedures into practice.

STANDARD 14 - DOCUMENTATION

Records, policies and procedures which are required for the efficient and safe management of the provision, or to promote the welfare, care and learning of children are maintained. Records about individual children are shared with the child's parent.