



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 122478

INSPECTION DETAILS

Inspection Date 27/07/2004
Inspector Name Christine Goode

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Acorns After School Club
Setting Address Walton Oak School
Ambleside Avenue
Walton-on-Thames
Surrey
KT12 3LN

REGISTERED PROVIDER DETAILS

Name The Committee of Acorns After School Club

ORGANISATION DETAILS

Name Acorns After School Club
Address Walton Oak School
Ambleside Avenue
Walton-on-Thames
Surrey
KT12 3LN

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

Acorns After School Club opened in 1999. It operates from a single storey building set in the grounds of Ambleside Junior School in Walton-on-Thames. There is a holiday play scheme which runs from the same premises for two weeks at the end of the summer term with additional use of the school's art work block and the school hall. The club has access to a paved and grassed area outside play area. The group is run by a voluntary committee.

The setting is registered for 24 children aged from 5 to 8 years. The holiday play scheme is registered for 30 children and both accept children for Ambleside and Swansmere schools. There are currently 43 children from 5 to 12 years on the role. Children attend for a variety of sessions. The after school club is open 15:10 to 17:30 Monday to Friday during term time only and the play scheme for two weeks at the end of the summer term from 09:00 to 17:00.

Eight staff work at the summer club on a full and part time basis. Five staff hold the National Vocational Qualification (NVQ) Early Years and Education level two in Play work and one staff member holds a level three in Play work. There are three unqualified staff. The setting receive support from the Surrey Early Years Development and Childcare Partnership.(EYDCP). The group is a member of Kids Club and the Network.

How good is the Day Care?

Acorns After School Club provides a good standard of care for children. It includes an after school club and a playscheme. There is a comprehensive range of policies and procedures and these are on display at the group. There is a staff team made up of student volunteers, and permanent staff. The permanent staff are experienced, with the majority being qualified in play work. New volunteers are given an induction and fully understand about their role and responsibilities. The premises are clean and well maintained. There is a good range of age appropriate accessible toys and equipment available to children. All regulation documentation is in place although one aspect has been overlooked.

Staff are vigilant in these areas to ensure the safety and supervision of the children. There are clear routines, including at mealtimes and the children know what is expected of them and respond positively. Staff encourage good health and hygiene practices and have an awareness of equal opportunities and child protection

practices although they are aware that further training would be beneficial.

The children attending the group enjoy a range of art and craft based activities and are offered sports based activities outside, which encourage team building skills. Children also have the opportunity to relax and not participate in any of the activities if they wish. There are plans for the sessions and a daily registration time ensures that all staff and children are aware of the activities for the day. Staff manage behaviour well and children respond appropriately. Children with special needs are well integrated into the sessions. The staff interact well with the children and take an interest in their activities and what they are saying.

There is an effective partnership with parents. Parents are provided with a information booklet about the group, a newsletter and information about the fee structure. Policies and procedures are available for parents to access.

What has improved since the last inspection?

At the last inspection the manager agreed to provide an action plan to meet the recommended staff qualifications and to ensure that written permission is obtained from parents to give children medication and seek emergency treatment if required. They agreed to write a medication policy and ensure a policy is in place for the procedures for dealing with lost or late children. They also agreed to ensure that Ofsted information is included in the complaints procedure. Five staff have undertaken training and gained a level NVQ two in Play work. This has led to improvement in the quality of sessions offered to the children. Written permission is now obtained from parents to enable staff to give medication or seek emergency treatment if required. Parents also sign the medication record book. There is a clear medical policy in place and a procedure for the care of sick children. This has increased parental involvement in the group and has ensured that children's health care needs are consistent with medical requirements. A policy and procedure is now in place for lost and uncollected children, and the details of Ofsted have been added to the complaints' procedure. Staff are aware of this procedure and ensure that parents are made aware of its existence.

What is being done well?

- Behaviour management is very effective. There are detailed policies and procedures and staff work well to encourage co-operation and appropriate social behaviour. In addition there are clear ground rules established in which children have been involved in the development to which they agree and sign to. The adults encourage positive behaviour and act as good role models.
- The high adult: child ratio means that children can be given individual attention and have the opportunity for small group work.
- Partnership with parents is good. The group are active in encouraging children to attend and work closely with the parents to ensure attendance. Parents are kept well informed about the activities of the group through the newsletter and daily contact.

- Staff involve children in the working practice of the group. Children have written out the fire procedures, put them up on the wall and know them well.
- Staff are aware of children with special needs, they are well integrated into the group and appropriately provided for.

What needs to be improved?

- the policy for child protection
- staff's knowledge and understanding of child protection and equal opportunities issues.

Outcome of the inspection

Good

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

Std	Recommendation
9	Develop staff's knowledge and understanding of equal opportunities issues.
13	Develop staff's knowledge and understanding of child protection issues.
13	Include in the child protection procedures the action to be taken if an allegation is made against a member of staff.

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.