



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 116889

### INSPECTION DETAILS

Inspection Date 22/10/2003  
Inspector Name Anne Jeanette Faithfull

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Indian Community After School Club  
Setting Address 2 Norris Road  
Reading  
Berkshire  
RG6 1NJ

### REGISTERED PROVIDER DETAILS

Name Mr Sankar Basu

## 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

The Indian Community After School and half-term Club opened in 1983 and is managed by the Indian Community Association. The club operates from a large hall and one room in the Indian Community Centre close to Palmer Park in Reading. The after-school club takes children from Alfred Sutton, Redlands and Earley St Peters schools. The club takes children up to 11 years old.

The after school club opens during school terms times, Monday to Friday from 15:00 to 18:00. The half term holiday club opens Monday to Friday from 08:30 to 17:30.

Eight full time staff work with the children. Two members of staff have early years qualifications to level 2 and 3, three members of staff have attended a relevant playworker course. The setting receives support from the Early Years Development and Childcare Partnership (EYDCP).

### How good is the Day Care?

The Indian Community After School and half-term club, provides satisfactory care for children. Staff provide a warm and welcoming environment for the children and their parents. Daily activities provided are suitable for the ages of the children attending. The children have the opportunity to contribute their ideas and suggestions for the running of the club.

The staff have an adequate awareness of health and hygiene issues, although staff are aware of the need to keep children safe some safety procedures are not in place. The staff are aware of the dietary needs of the children and provide suitable snacks and drinks.

The children behave well and respond positively to any request's from the staff, praise and encouragement is continually offered. The staff are aware of the individual needs of the children, they listen to the children's news and any concerns they have about their school day. The staff have a limited knowledge of child protection issues and procedures.

Good relationships have been developed with the parents, information and concerns are shared. Copies of policies and procedures are not available for parents to see.

**What has improved since the last inspection?**

Not applicable.

**What is being done well?**

- Activities provided are suitable for the ages of the children attending.
- The space is organised and used well to create a warm and welcoming environment for the children.
- Good relationships have been developed with children and parents.

**What needs to be improved?**

- documentation to ensure that written procedures are in place in the event of a child being lost or uncollected;
- confidentiality of recorded accidents;
- documentation, to ensure that parental consent is given to seek medical attention in the event of an emergency;
- documentation on child protection arrangements;
- staff knowledge and understanding of child protection issues and procedures;
- documentation to record when children arrive and depart;
- documentation to inform staff of procedures to be followed in the event of a fire;
- procedures for parents to make a complaint which includes the telephone number of the regulator;
- procedures to identify risks and hazards;
- documentation to record fire drills.

**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?**

<b>The Registered Person must take the following actions by the date shown</b>		
Std	Action	Date
2	include procedures to be followed in the event of a child being lost or uncollected.	31/12/2003
6	include written statement of procedures to be followed in the event of a fire and the responsibilities of the staff	31/12/2003
13	ensure that the child protection procedure for the after school club complies with local Area Child Protection Committee (ACPC) procedures.	30/11/2003

<b>The Registered Person should have regard to the following recommendations by the time of the next inspection</b>	
Std	Recommendation
2	ensure times of arrival and departure times of children are recorded.
6	record fire drills which take place.
7	ensure confidentiality of recorded accidents.
12	ensure complaints procedure includes details of the regulator and is displayed for parents to see.
13	develop staff's knowledge and understanding of child protection issues
6	conduct a risk assessment on the premises identifying actions to be taken to minimize identified risks
7	request written permission from parents for seeking emergency medical advice or treatment

## **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.*