



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 321612

### INSPECTION DETAILS

Inspection Date 05/04/2004  
Inspector Name Ingrid Pine

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Chapelfields + District Outta School Club  
Setting Address Westfield Primary Community School  
Askham Lane  
York  
North Yorkshire  
YO24 3HP

### REGISTERED PROVIDER DETAILS

Name The Committee of Chapelfields + District Outta School Club  
701587

### ORGANISATION DETAILS

Name Chapelfields + District Outta School Club  
Address Westfield Primary Community School  
Askham Lane  
York  
North Yorkshire  
YO24 3HP

## 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

Chapelfields & District Outta School Club has been registered since 1985. It has been running at in its current premises in the school hall of Westfield School since 2001 and serves the local community.

There are currently sixty-nine children on roll, thirty of whom are over eight years of age. Children attend for a variety of sessions. The setting supports a number of children with special needs.

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 17:30 during school holidays.

Five staff work with the children. Over half the staff have early years qualifications to NVQ level two or four.

### How good is the Day Care?

Chapelfields & District Outta School Club provides satisfactory care for children. The group provides a welcoming and relaxing environment where children can have fun. Staff work well together as a team.

Staff have good relationships with the children, they are happy and confident and behaviour is good. Staff offer an interesting and stimulating range of activities to meet all children's needs and interests.

The staff promote a satisfactory awareness of health and safety with some weaknesses being identified due to the size of the building.

There are good working relationships with the parents. They share information about the children and the activities provided.

The group keeps records of staff and children and has most policies and procedures in place. Some lack necessary detail.

### What has improved since the last inspection?

At the last inspection the provider was asked to devise and conduct a risk

assessment, an appropriate special needs statement, an incident recording system, a written complaints procedure, a procedure for taking children on outings, access a food hygiene course and ensure that group's child protection procedure complied with that of the local Area Child Protection Committee. Procedures have been implemented although, some still have insufficient detail. The provider has recently contacted the Local Authority to arrange a food hygiene course and details of ACPC guidelines have been obtained.

#### **What is being done well?**

- Space is well used and there is a welcoming and child orientated atmosphere.
- Children enjoy a broad range of interesting and relaxing activities. They particularly like to act out drama and dance.
- Children's behaviour is good. Staff promote good behaviour through positive praise and encouragement. The children are caring and considerate towards one another and respectful of the club rules that are in place.
- There are good working relationships with parents. They are kept informed through a detailed prospectus, notices and newsletters. Returned questionnaires from parents commented on the caring attitude of staff and the interesting activities provided.

#### **What needs to be improved?**

- the risk assessment procedure for monitoring access to the premises and supervision of children when accessing the cloakroom
- the details maintained regarding the complaints procedure
- the availability of written policies and procedures
- the details of information regarding dietary requirements and food allergies
- the development of the special needs policy with regards to toileting.

#### **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       |
| 6  | Ensure there is an effective written risk assessment procedure for monitoring access to the premises and that children are supervised at all times. | 30/04/2004 |
| 12   | Ensure the written complaints procedure includes full contact details of the regulator.   | 30/04/2004 |
| 14   | Ensure all records, policies and procedures are available for inspection at all times.  | 30/04/2004 |

| <b>The Registered Person should have regard to the following recommendations by the time of the next inspection</b> |   |
|---|---|
| Std   | Recommendation  |
| 8   | Ensure children's records contain relevant information on any dietary requirements or food allergies. |
| 10  | Develop the special needs policy to include procedures for toileting.                                 |

## **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.*