



Office for Standards  
in Education

## DAY CARE INSPECTION REPORT

URN 309770

### INSPECTION DETAILS

Inspection Date 18/01/2005  
Inspector Name Ferroza Saiyed

### SETTING DETAILS

Day Care Type Out of School Day Care  
Setting Name Poulton After School Club  
Setting Address Poulton C of E School  
Hardhorn Road  
Poulton-le-Fylde  
Lancashire  
FY6 7SR

### REGISTERED PROVIDER DETAILS

Name The Committee of Poulton After School Club

### ORGANISATION DETAILS

Name Poulton After School Club  
Address Poulton C of E School  
Hardhorn Road  
Poulton-le-Fylde  
Lancashire  
FY6 7SR

## 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

Poulton After School Club has been operating since 1999.

It is a committee run service that operates within the main hall, of Poulton Church of England primary school. The school is situated in on the main road into Poulton, which in the Fylde area of Lancashire.

The children have access to the main hall. In addition, children have access to suitable toilet and hand washing facilities. There is a kitchen, for preparation of snacks. An enclosed outside play areas, is available for children to access for physical play.

The facility is registered to care for 30 children between the ages of four to eight

There are currently 60 children on roll, of which 29 children are under the age of eight years. There are currently no children on roll with English as an additional language, and one child who has special needs.

The setting is open five days a week Monday to Friday between 15:30 - 17:30 term time only.

The committee employs four members of staff including a supervisor and three other staff to work with children. The supervisor holds the Certificate in Education; the deputy holds N.V.Q. level 2 and is working toward N.V.Q. level 3 in childcare; the other two members of staff have relevant experience.

The setting receives is member of 4 Kids Network Association and a member of Out of School Club Association.

### How good is the Day Care?

Poulton After School Club provides satisfactory care for children. The facility provides a warm and welcoming environment for children. The sessions are well organised and the staff work well as a team. However, staff training/qualification requirements are not met and no records of staff arrival/departure times were available. Most required documentation is maintained but lacked details in some areas. Some records and policies were unavailable and others need to be reviewed to ensure they are effective.

The facility is safe and secure, staff undertake risk assessments to ensure the safety of children is maintained, however, records of fire drills undertaken lacked detail. Children are introduced to good hygiene practices through daily routines. Children's health requirements are addressed appropriately and staff have first aid training. Staff have a positive attitude towards children with special needs, however, staff lacked knowledge in this area of practice. Staff are aware of issues regarding child protection, but the procedure for what action to take 'if an allegation was made against a member of staff' lacked detail.

The children take part in a wide range of stimulating activities and a good balance exist between free play and adult initiated activities. Staff enable children to play and learn independently and to explore their own ideas. There is range of resources available for children to access; however, resources, which reflect diversity, are limited. The interaction between children and staff is positive with much humour within a respectful, friendly atmosphere. They praise the children's achievements and thus promote their self-esteem. Children enjoy attending the club and readily spoke of their positive experiences. Staff have high expectations of the children and this reflects on them and their behaviour.

Staff have good relationships with parents, which is underpinned by encouraging discussion and displaying information.

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

At the last inspection four issues were raised which required action to: formulate a procedure for the uncollected child; to make safe the pond; to keep records of visitors and formulate a procedure to be followed in the event if an allegation of abuse was made.

The setting has made progress in addressing these issues: a procedure is available for uncollected children; the pond is now fenced off; record is kept of all visitors to the club and a contact details of who to contact if allegation is made against member of staff is in place.

As a consequence of addressing the above the safety and well being of children has improved.

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

- Activities are well planned. Topics are chosen that are attractive to children and ingenuity is used to maintain their interest and involve less enthusiastic members of the group.
- Staff actively encourage positive behaviour by providing praise and encouragement for their individual achievements. Special interests are catered for.
- The children enjoy attending the club; they can choose activities and take part in creative, physical and imaginative play. Children are free to choose from a wide range of activities, which they find stimulating, and fun. Children

talk happily about their play and make decisions about what they want to do. They are confident and ask for activities that may not be readily accessible.

- Space and resources are well organised to enable different activities to take place in different areas, and the environment is welcoming to children. Staff take all reasonable steps to ensure the internal and external physical environment is safe and secure.
- Staff have good relationships with parents and encourage a relaxed and friendly environment where parents are able to discuss their children's achievements.

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

- qualifications and training of staff
- public liability insurance
- resources that reflects diversity
- knowledge and understanding of caring for special needs of children
- confidentiality to maintained at all times
- the accessibility of procedure/policies/records regarding: induction programme; records of staff's arrival/departure times; records of fire drills; consent for emergency medical treatment for children attending the club; equal opportunity policy and the detail in the child protection policy regarding allegations against staff.

#### **PREVIOUS COMPLAINTS (This section applies only to inspections carried out from September 2004. The complaint record relates to complaints from the last inspection or 1st April 2004 whichever is later.)**

There are no complaints to report since April 2004.

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

Std	Recommendation
2	Develop an action plan that sets out how staff training and qualification requirements will be met.
6	Obtain public liability insurance.
9	Develop staff's knowledge and understanding of equal opportunities issues and ensure children have an appropriate range of activities and resources that promote equality of opportunity and anti-discriminatory practice.
10	Develop staff's knowledge and understanding of special needs issues.
12	Ensure confidentiality is maintained at all times.
14	Ensure all records relating to day care activities are readily accessible on the premises and available for inspection at all times.

## **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.*