



Office for Standards
in Education

DAY CARE INSPECTION REPORT

URN 107050

INSPECTION DETAILS

Inspection Date 04/12/2003
Inspector Name Timothy Butcher

SETTING DETAILS

Day Care Type Out of School Day Care
Setting Name Southville Community Development Assoc Afterschool
Setting Address Southville Centre, Bealey Road
Bristol
Avon
BS3 1QL

REGISTERED PROVIDER DETAILS

Name Southville Community Development Association

ORGANISATION DETAILS

Name Southville Community Development Association
Address Southville Centre
Bealey Road, Southville
Bristol
BS3 1QG

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

Southville Centre After School Club and Holiday Play Scheme opened in 1991. It operates from rooms in the Southville Centre, Southville, Bristol and serves the local area.

There are currently 86 children on roll. The setting currently supports a number of children with special needs and who speak English as an additional language.

The out of school group opens five days a week, all year round, except for the Christmas and New Year period. Sessions are from 15.00 until 18.00. The holiday play scheme opens in school holidays and for school in-service days.

Five part time staff work with children. Over half the staff have early years qualifications to Level 2 and two staff are currently working towards Level Three. The setting receives support from the Early Years development and Childcare Partnership (EYDCP).

How good is the Day Care?

Southville Community Development Association After school provide satisfactory care for children. There is an effective operational plan that sets out clear terms of reference about what the out of school club offers. The environment is warm and welcoming. There are examples of children's work on display. The space available is organised well. Toys are accessible and a balanced range of activities are provided. When the maximum numbers of children are present then separate rooms are used in order to meet the space requirement. In general, the majority of documentation is kept accurate and up-to-date. Some documentation requires minor review.

Staff are safety conscious and take positive steps to keep children safe. Staff are vigilant and there are effective systems for the safe arrival and collection of children. However, the risk assessment itself requires more frequent review. Staff look after the medical needs of children well and are confident in the management of children with special needs. The documentation in regard to the administration of medication requires review. There is a clear written policy made available to parents in regard to child protection issues.

The balance of activities and play opportunities follow the operational plan well. There is a good range of craft activities offered. Opportunities exist for children to

explore and investigate. Children of different ages mix well and benefit from the social interaction. Staff have an inclusive approach and all children are valued. Staff are committed to children with special needs and provide some adapted activities to meet individual need. As a result children are supported well. There is a clear behaviour policy. However, the incident book requires review.

Children are looked after according to parental wishes. Staff are approachable and informal.

What has improved since the last inspection?

At the last inspection it was agreed that an operational plan would be drawn up to include policies in regard to lost children, a risk assessment for outings and the use of a key worker system. The operational plan now contains all these elements. The key worker system operates at a fairly basic level in practice at the present time.

It was also agreed that the documentation in regard to the administration of medication would be improved. This has now been done and forms for parents to give their consent are in use. However, the documentation does not provide for parents to sign to acknowledge that they have seen the record of any medication administered to their child.

Another opportunity for improvement was identified in regard to the range of activities and resources available, that would promote equality of opportunity and anti-discriminatory practice. Resources have been extended and there is now a clear equal opportunities policy that forms part of the operational plan, that is being implemented. As a result all children have access to a range of toys and play opportunities that reflect the wider culture.

What is being done well?

- Staff are committed to children with special needs and provided adapted activities to meet individual need. As a result children are supported very well. Staff have an inclusive approach and all children are valued. Staff are confident in managing children with special needs.
- There is a clear behaviour policy that is known and implemented by staff. As a result children are well behaved, know what is expected of them and are encouraged to get along with each other and to be tolerant.
- There is a clear written policy made available to parents in regard to child protection issues. This includes the procedure should an allegation be made against a staff member. There is good information about how to make a complaint.
- Resources are used well to meet the needs of children.

What needs to be improved?

- the frequency with which the risk assessment is reviewed

- the records of: Medicines given to children; any incident of physical restraint.

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
6	Review the frequency with which the risk assessment is carried out.
7	Keep a written record, signed by parents, of medicines given to children
11	Devise and implement a system to record any incident of physical restraint

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.