

The Holiday and After School Club

Inspection report for early years provision

Unique Reference Number	EY349152
Inspection date	02 August 2007
Inspector	Jean Williams
Setting Address	West Drayton School House, Kingston Lane, WEST DRAYTON, Middlesex, UB7 9EA
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Registered person	Lorna Hackland-Crowther
Type of inspection	Childcare
Type of care	Out of School care

ABOUT THIS INSPECTION

The purpose of this inspection is to assure government, parents and the public of the quality of childcare and, if applicable, of nursery education. The inspection was carried out under Part XA Children Act 1989 as introduced by the Care Standards Act 2000 and, where nursery education is provided, under Schedule 26 of the School Standards and Framework Act 1998.

This report details the main strengths and any areas for improvement identified during the inspection. The judgements included in the report are made in relation to the outcomes for children set out in the Children Act 2004; the National Standards for under 8s day care and childminding; and, where nursery education is provided, the *Curriculum guidance for the foundation stage*.

The report includes information on any complaints about the childcare provision which Ofsted has received since the last inspection or registration or 1 April 2004 whichever is the later.

The key inspection judgements and what they mean

Outstanding: this aspect of the provision is of exceptionally high quality

Good: this aspect of the provision is strong

Satisfactory: this aspect of the provision is sound

Inadequate: this aspect of the provision is not good enough

For more information about early years inspections, please see the booklet *Are you ready for your inspection?* which is available from Ofsted's website: www.ofsted.gov.uk.

THE QUALITY AND STANDARDS OF THE CARE

On the basis of the evidence collected on this inspection:

The quality and standards of the care are satisfactory. The registered person meets the National Standards for under 8s day care and childminding.

WHAT SORT OF SETTING IS IT?

The holiday and after school club is one of two out of school provisions owned by a private provider. It opened in 2007 and operates from West Drayton Primary school, in West Drayton, in the London borough of Hillingdon. A maximum of 40 children aged from three to under eight years may attend the club at any one time. The club is also open to children from eight to 11 years. The club is open each week day from 07:30 to 09:00 and 15:30 to 18:00, term time only. Children attend from West Drayton Primary school and are collected from Heathrow, Cherry Lane and St Catherine's primary schools. The holiday club is open daily during school holidays from 08:00 to 18:00. It operates for four weeks of the summer holidays. The club currently employs six staff, of whom three staff hold play work qualifications. Three staff are currently working towards an appropriate qualification.

THE EFFECTIVENESS OF THE PROVISION

Helping children to be healthy

The provision is satisfactory.

Children benefit from being cared for in an environment that mostly promotes their well being and welfare. Through regular routines and explanations from the staff, children learn the importance of keeping clean and germ free.

Staff have completed first aid training in the past, but have allowed their certificates to lapse, which means that they are not familiar with the latest methods of dealing with any accidents that may happen to the children. First aid kits are readily available in the setting, staff have travel kits that they take out with them which enables them to tend any minor scrapes and scratches that the children may suffer. There are satisfactory procedures in place to ensure the accurate recording of accidents and the administration of medication. However, some entries in the accident book have not been signed by parents as an acknowledgement that they have been informed of their child having had an accident whilst at the setting.

Children enjoy a wide range of physical activities that contribute towards a healthy lifestyle. Planned activities take place either in the outside area in fine weather or in the spacious gym when the weather is inclement. Children benefit from plenty of fresh air and exercise during their time at the holiday club through playing outside, visits to the local park and organised outings to places of interest such as the zoo. When in the setting's garden they enjoy playing in the sand, participating in organised games such as football and cricket or using the facilities wide range of equipment such as the bikes, balls and hoops.

Meal times are sociable for the children, they sit with their friends and staff members to eat. Breakfast and one meal is provided for the children, while parents provide a packed meal for those children who stay all day. Parents are requested to provide ice packs in the children's packed meal because the setting does not have facilities to store lunch boxes in a refrigerator. Staff are aware of children's individual dietary needs and provide a balanced diet that meets their needs. Children have free access to drinking water throughout the day.

Protecting children from harm or neglect and helping them stay safe

The provision is satisfactory.

The setting provides a generally safe and secure environment for the children. The premises are well maintained and clean. Staff are vigilant in ensuring that the children are supervised at all times. The setting has clear procedures in place to carry out risk assessments around the premises both indoor and outside, which means that children's safety is protected. There are no fire evacuation procedure notices displayed in the hall that the children use. This means that there is a lack of information regarding the evacuation procedure in the event of a fire or emergency situation.

The premises are well presented and prepared for the children, with activities attractively set out ready for the children to use. Children select from a wide range of safe play equipment, which is suitable for each age group.

Staff have received training about child protection issues. They have a clear knowledge and awareness of the possible signs and symptoms of abuse and the reporting procedures to follow. This means that children's welfare is safeguarded.

Helping children achieve well and enjoy what they do

The provision is good.

Children are offered a wide variety of activities whilst at the setting. They are interested and participate well. Children enjoy making photo frames and designing mats from beads which the staff heat to set them. Staff plan a wide range of activities providing a good balance of both physical activity and quiet times. Children interact positively with one another and are keen to show their achievements off, be it a finished piece of craft work or an elaborate piece of construction. Staff are supportive of the children and have made attractive displays of their art work which gives them a sense of ownership and belonging.

Children are taken on outings. Children are taken on outings by coach, such as a visit to the Zoo in Eastbourne. The remaining children played happily, they enjoyed a local outing to the park to play football. Once back at the setting they played with the play station and engaged the staff in a card game. Children have opportunities to enjoy play in the garden with the sand or to relax in one of the tents where they can play a game with their friends or read a book. Staff organise team games such as cricket and rounders. Children are also able to play on the wheeled toys in the large outdoor play area.

Helping children make a positive contribution

The provision is satisfactory.

Staff know the children well and interact positively with them. Clear written records of the children's individual needs are kept and shared appropriately with the staff which means that they are kept fully informed and as a result the children's care and welfare needs are met.

Children are happy and confident in the setting. Their behaviour is good and staff set clear examples by their own behaviour and interaction with the children. Children discuss the rules of the setting and have formulated a list which is on display. All children in the setting are expected to honour the list.

Children benefit from the good partnerships that staff have formed with the parents. There is a regular exchange of information at arrival and collection time. Parents are kept fully informed about the activities in the setting and the well being of their child through regular verbal feedback. Parents are given clear information at registration about the policies and procedures of the setting to ensure that they are fully informed.

Organisation

The organisation is satisfactory.

Children are settled in the environment. They are aware of the routines to follow. Staff plan a range of good activities, which provides children with stimulation and enjoyment.

Children's care and welfare needs are generally supported by the staff through the policies and procedures in place. Documentation pertaining to children's care is mostly maintained. Registers of attendance are kept by the staff, and children's times of arrival and departure are recorded. However, systems for staff members attendance are not in place. Documentation with regard to the transporting of children in staff members vehicles is not available.

Whilst policies and procedures are in place, the organisation of documentation is poor and it is difficult to ascertain if all the required paperwork is in place, for example there is no evidence in place to prove that all staff are suitable to work with children.

The setting meets the needs of the range of children for whom it provides.

Improvements since the last inspection

Not applicable.

Complaints since the last inspection

Since registration there have been no complaints made to Ofsted that required the provider or Ofsted to take any action in order to meet the National Standards. The provider is required to keep a record of complaints made by parents, which they can see on request. The complaints record may contain complaints other than those made to Ofsted.

THE QUALITY AND STANDARDS OF THE CARE

On the basis of the evidence collected on this inspection:

The quality and standards of the care are satisfactory. The registered person meets the National Standards for under 8s day care and childminding.

WHAT MUST BE DONE TO SECURE FUTURE IMPROVEMENT?

The quality and standards of the care

To improve the quality and standards of care further the registered person should take account of the following recommendation(s):

- make sure that at least one qualified first aider is on the premises at all times during the session.
- ensure that there are clearly defined procedures for emergency evacuation of the building
- ensure staffs attendance is recorded
- ensure that all documentation is in order and available to be inspected by Ofsted
- ensure that there is evidence that all staff are suitable to work with children.
- ensure that records of accidents are signed by the parents
- make sure that records are kept about vehicles in which children are transported, including insurance details and a list of named drivers

Any complaints about the inspection or the report should be made following the procedures set out in the leaflet *Complaints about Ofsted Early Years: concerns or complaints about Ofsted's role in regulating and inspecting childcare and early education (HMI ref no 2599)* which is available from Ofsted's website: www.ofsted.gov.uk