



Childcare Inspection Report on

Little Disciples Out of School Club

**St John the Baptist V A School
Chester Road
Penymynydd
Chester
CH4 0EN**



Date Inspection Completed

02/03/2020

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Ratings	What the ratings mean
Excellent	These are services which are committed to ongoing improvement with many strengths, including significant examples of sector leading practice and innovation. These services deliver high quality care and support and are able to demonstrate that they make a strong contribution to improving children's well-being
Good	These are services with strengths and no important areas requiring significant improvement. They consistently exceed basic requirements, delivering positive outcomes for children and actively promote their well-being.
Adequate	These are services where strengths outweigh areas for improvement. They are safe and meet basic requirements but improvements are required to promote well-being and improve outcomes for children.
Poor	These are services where important areas for improvement outweigh strengths and there are significant examples of non-compliance that impact negatively on children's well-being. Where services are poor we will take enforcement action and issue a non-compliance notice

Description of the service

Summary

Little Disciples After School Club is based at St John the Baptist Aided school in Penymynydd, near Mold. It is registered to care for 38 children under 12 years of age and provides care before and after school and during some school holidays according to demand. The responsible individual is Anna Stephens. The language of the service is English and the service does not provide the Welsh Language 'Active Offer'.

Theme	Rating
<u>Well-being</u>	Excellent
<u>Care and Development</u>	Excellent
<u>Environment</u>	Good
<u>Leadership and Management</u>	Good

1. Overall assessment

Children are confident communicators who are encouraged to speak and express themselves. They are offered extensive opportunities to make choices and decisions about what affects them. They enjoy their play and learning and have opportunities for a wide range of play and relaxation activities both indoors and out. Dedicated practitioners provide a nurturing and caring environment where they are highly responsive to individual needs. Leaders ensure the environment is safe and secure and health and good hygiene practices are in place. The responsible individual, leaders and practitioners work together and demonstrate a commitment to providing a good quality service. There are close partnerships with parents.

2. Improvements

Recommendations made at the previous inspection have been completed.

New toilets have been provided in the cloakroom area for use by the after school club.

New toys have been purchased in particular to provide additional resources for the older children and often at their request. These include construction games, torches, dominoes and outdoor equipment.

3. Requirements and recommendations

We have advised the person in charge that improvements are needed in relation to staff details (regulation 28) in order to fully meet the legal requirements. A notice has not been issued on this occasion, as there was no immediate or significant impact for children using the service. We expect the registered person to take action to rectify these and they will be followed up at the next inspection.

To improve practices, recommendations were made in relation to recording when medication has been administered, dating policies and fire drills practiced in the hours of darkness.

Summary

Children's views and well-being are at the heart of this service and they are fully involved in making choices and decisions about activities and new resources. Children are familiar with routines and very settled. They are confident enough to make changes to these routines. Children interact well with each other and practitioners. They have excellent opportunities for a wide range of play activities indoors and out. Children are actively supported to think independently and to develop their learning skills.

Our findings

Children have exciting opportunities to make choices and decisions about what affects them. Children are encouraged to put any ideas they have for activities into a suggestion box using stick it notes. These are considered each month and the suggestions incorporated into a weekly plan. The plan records the name of the child who made the suggestion making sure children know their suggestion has been noted. Children are part of a club council where they take it in turns to decide on activities that can also be incorporated into the weekly plan. Children are confident communicators and their wants and needs are fully considered. For example, children asked for the activity to be changed from yoga to dance using the computer and the large screen to project dance moves for the children to copy. Children then decided to hold a competition miming to songs.

Children are developing strong relationships and are forming friendships. For example, children of all ages spent time dancing together and worked with one another to set up the mime competition. They were supportive of one another and watched each performance quietly and applauding appreciatively. Children are actively involved in deciding and following the rules which affect others. They had written the rules for the club and these were displayed in their own handwriting in the entrance hall. Children are encouraged to follow the rules and be kind to one another by the use of a reward system for good behaviour. On collecting 20 "gems", children are able to choose an activity. These have included a visit from the Dogs Trust, the Fire Service and a film night with popcorn.

Children are motivated to initiate their own play and to influence tasks and activities because child led activities predominate. For example, some children requested the materials and bits and pieces box. They enjoyed making their own costumes from the materials available allowing them to express themselves through their costumes. The same children requested the play tent and this was erected allowing them to make a "home" for themselves and developing the play further to utilize the pots and pans and play food.

Children have excellent opportunities enabling them to do things for themselves successfully and problem solve effectively. Children serve themselves at snack time from a dish in the centre of the table. On this occasion, children were able to make wraps and choose from ham, cheese, cucumber and peppers. They wash and dry their own plate. Children regulate the use of I pads by recording their names on a board indicating whose turn it is once the alarm sounds. Children are able to access a daily challenge to encourage problem solving. Today's challenge was two puzzles and instructions to put them together.

2. Care and Development

Excellent

Summary

Practitioners are caring, and fully responsive to children's needs. They understand how to keep children safe and healthy. Risks are managed efficiently and effectively and good hygiene practices are in place. Practitioners manage interactions successfully using positive strategies. Practitioners understand and meet individual needs and abilities providing a wide range of resources and activities which reflect the children's interests. They all work within the school and know the children and their families well which helps to support children.

Our findings

Practitioners understand and consistently implement policies and procedures to ensure children are safe and healthy. Staff sign to state they have read policies and procedures and the leaders ensure a selection are read each month to keep staff informed and up to date. Safeguarding training has been completed by the majority of the staff and the relevant information around safeguarding is kept on file in the room. Practitioners ensured children were safe throughout the session, making sure children were supervised when outside and not allowing children to leave the club without a parent/carer present. Practitioners were advised to consider completing a fire drill in the hours of darkness to ensure their current procedure is safe for children when there is only emergency lighting available. Practitioners are aware of the new guidance for healthy eating and healthy snacks are provided with a three-week menu available. Milk and water are offered as a drink and children are offered the opportunity to play outside at least once a session if the weather allows.

Practitioners are sensitive to the needs and experiences of individual children. We saw one child gently encouraged to wash their plate allowing some time to play first. Practitioners were aware of the needs of the older children who have attended the club for many years. They have been encouraging the children to identify activities which would interest them. As a result, torches were purchased and we saw photos of children outside in the dark with torches displaying different colours of light. Practitioners provide a form for children to complete prior to attending club. This form, "all about me", includes a photo of the child and asks them to write information such as their favourite activity. This helps the practitioners to have information directly from the child to assist in considering their preferences.

Practitioners plan comprehensively for the next steps and consistently review progress. Practitioners also used the suggestion box to record their observations of individual children, which contributes to the planning process. In addition, they plan an adult led activity. This records the activity, the resources needed and includes space for staff to evaluate the activity, allowing them to plan for the next steps. Practitioners use the See Saw computer programme to upload photos of activities and this has also been used for children to record information about their views of the club. The information recorded includes the children's favourite and least favourite activity, and what they would like to do more of.

3. Environment

Good

Summary

Leaders provide a safe, clean environment where unnecessary risks have been identified and as far as possible eliminated. There is sufficient space and facilities to meet the needs of the children both indoors and out. Children have access to furniture, toys and materials suitable for their needs.

Our findings

Leaders complete effective and accurate risk assessments, which are regularly reviewed and acted upon. We saw risk assessments provided for the building and in addition, risk assessments associated with building work currently being undertaken within the school building and the playground. Leaders have good systems in place for regular maintenance and safety checks both indoors and out. For example, practitioners checked the outdoor space prior to the two occasions when children were taken outside to play. One practitioner asked children to help pick up some resources to make sure the area was safe for the children who were dancing. The reason for picking up the resources was explained to the children.

Leaders use the space well to ensure the smooth running of the service. The club uses the school hall/canteen for indoor activities. This area can be used creatively to provide different areas for children to play. For example, two of the tables used at lunch time were provided for snack and for table top activities. Crayons and paper were placed on one table reflecting some of the children's enjoyment of colouring. Cushions were provided for the children to sit comfortably to use I pads or for reading. Space was available for the children who wanted to dance. Children made use of the school playground directly outside of the door to play ball games. In addition, children are able to use an adventure play area to the side of the school building and the school playing field at the rear of the building. These areas provide sufficient space for a good variety of outdoor activities.

Leaders ensure that children can access good quality and a broad variety of age appropriate furniture, toys and equipment both indoors and outdoors. Leaders use photographs to record activities which show children have a good variety of toys and equipment. The floor books contain photographs and samples of children's art work and include photographs of making melting snowmen, making slime, making a gingerbread house competition, club bingo and strawtastics. The outdoor play equipment has been assessed by an independent company to ensure it is safe for children to use.

4. Leadership and Management

Good

Summary

Leaders mostly ensure they comply with CIW regulations and National Minimum Standards. Self evaluation and assessing outcomes are an important part of the leadership process. There is an effective system of recruitment, but further information is required to meet the regulations. Practitioners have good links with parents and the school.

Our findings

Leaders ensure that the required records are accurately kept. Personal detail forms were provided for each child. Accident and incident forms contained the required information and had been completed appropriately. Leaders have completed a medication form, but this form does not provide information about when medication was given, the dose and which member of staff administered the dose. The statement of purpose and policies would benefit from dates added to assist with document control.

Leaders actively implement self evaluation. They seek and implement the suggestions of children, their parents and other interested parties. Leaders have provided an annual review of the quality of care. Parents had responded positively in questionnaires provided by the service and children had recorded their views digitally. In addition to the quality of care review, leaders carry out a review of their service annually making use of the headings and outcomes from the CIW inspection document. This document has also been used by a member of the committee who has carried out an audit of the service. In both cases, any issues identified have been added to an action plan and the club is working on addressing any issues. This demonstrates a real commitment to providing a quality service.

Leaders follow a safe recruitment process to safeguard children. They have satisfactory systems in place to update suitability checks as required. The responsible individual is familiar with safer recruitment and all staff have an up to date DBS certificate. Some staff have updated their DBS over recent months. Staff files were available for each member of staff although some documentation as required by the regulations was lacking in staff files. Files require the addition of a photo, evidence of a birth certificate and a full employment history including any gaps in employment. Most staff had been recruited from the school team as they are familiar with the children and leaders can be assured of their suitability for the role. Sufficient staff are available to meet the ratio and provide cover if necessary. Supervision and appraisals are now completed and the information recorded.

Leaders ensure that all communication and engagement systems with parents are good. Leaders provide a good deal of information on the school website including information about staff, policies and procedures and menus. These are updated to make sure that the information is current. Parents value the service provided and the opening times allow working parents to use the club. The school is very supportive of the club and the two work together for the benefit of the children.

Improvements required and recommended following this inspection

5.1 Areas of non compliance from previous inspections

None

5.2 Recommendations for improvement

Leaders could consider;

- Practising fire drills when it is dark;
- adding dates to policies and the statement of purpose to show when they have been reviewed and updated and
- recording when medication is administered including the date, time, dose and which member of staff completed this task.

5. How we undertook this inspection

This inspection was undertaken as part of our normal schedule of inspections. One inspector undertook an unannounced visit on 2 March 2020 from 15.20 – 18.20

We:

- inspected a sample of records, documentation and policies and procedures,
- these included the statement of purpose;
- scrutinised all staff files and information held on children;
- looked at the areas used by children and the resources used on the day;
- observed children and the care they received;
- spoke to children, persons in charge and a parent, and
- provided feedback of our findings to the persons in charge and the responsible individual

Further information about what we do can be found on our website:

www.careinspectorate.wales

7. About the service

Type of care provided	Children's Day Care Out of School Care
Responsible Individual	Anna Stephens
Person in charge	Lauren Lawrence Samuel Gocher
Registered maximum number of places	38
Age range of children	4 to 11 years
Opening hours	Monday to Friday in term time Breakfast club 7.45am to 8.55am After school club 3.15pm to 6.00pm Holiday club on demand
Operating Language of the service	English
Date of previous Care Inspectorate Wales inspection	11 January 2017
Dates of this inspection visit	2 March 2020
Is this a Flying Start service?	No
Is early years education for three and four year olds provided at the service?	No
Does this service provide the Welsh Language active offer?	This is a service that does not provide an 'Active Offer' of the Welsh language. It does not anticipate, identify or meet the Welsh language needs of people/children who use, or intend to use their service. We recommend that the service provider considers the Welsh Government's 'More Than Just Words follow on strategic guidance for Welsh language in social care'.
Additional Information:	

Date Published 05/08/2020

No noncompliance records found in Open status.

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