# Forthill Out of School Club
# Day Care of Children

Forthill Primary School
Fintry Place
Broughty Ferry
Dundee
DD5 3BE

Telephone: 01382 731 314

**Type of inspection:**
Unannounced

**Completed on:**
19 January 2024

**Service provided by:**
Forthill Out of School Club SCIO

**Service provider number:**
SP2014012265

**Service no:**
CS2014324305

## About the service

Forthill Out of School Club is registered to provide a care service to a maximum of 120 children and young people from age 3 to 16 years at any one time. Of those 120 a maximum of 36 children may be cared for from age 3 until they are of an age to attend primary school. A maximum of 5 children may be cared for who are attending Grove Academy. A maximum of 57 children may be cared for in the modular building adjacent to the school. The service is provided from Forthill Primary School, which is situated in a residential area of Dundee.

Children are cared for in a number of age appropriate spaces, with exclusive use of one area within the school and a modular building within the school grounds for the nursery and younger school aged children to play in and learn. The service also has use of the ICT suite, gym hall, playground and a dedicated outdoor space at the modular building, that has been developed to provide a range of learning opportunities.

## About the inspection

This was an unannounced inspection which took place on Monday 15 January 2024 between 14:30 and 17:30, Tuesday 16 January 2024 between 09:00 and 16:30 and Wednesday 17 January 2024 between 09:15 and 12:15. The inspection was carried out by three inspectors from the Care Inspectorate.

To prepare for the inspection we reviewed information about this service. This included previous inspection findings, registration information, information submitted by the service and intelligence gathered since the last inspection.

In making our evaluations of the service we:
- spoke with children using the service and reviewed 26 MS Form responses from their families;
- spoke with staff and management;
- observed practice and daily life;
- reviewed documents.

## Key messages

• Children were happy, confident and settled in the nursery and the out of school club. They were having fun as they played and learned with their friends.
• Staff knew children well, supporting and meeting children's individual needs.
• Staff interacted warmly and respectfully with children, contributing to children feeling secure and valued.
• Staff were flexible and supportive of each other. They worked well together to care for and support children as individuals.
• Management and staff should continue to develop a robust quality assurance system to support the improvement agenda within the out of school club and nursery.

## From this inspection we evaluated this service as:

In evaluating quality, we use a six point scale where 1 is unsatisfactory and 6 is excellent

| | |
|---|---|
| How good is our care, play and learning? | 5 - Very Good |
| How good is our setting? | 5 - Very Good |
| How good is our leadership? | 5 - Very Good |
| How good is our staff team? | 5 - Very Good |

Further details on the particular areas inspected are provided at the end of this report.

## How good is our care, play and learning? 5 - Very Good

We found significant strengths in aspects of the care provided and how these supported positive outcomes for children, therefore we evaluated this key question as very good.

**Quality Indicator 1.1 Nurturing care and support**
The children experienced warm and caring interactions with the staff on arrival and throughout their time at the club supporting their overall wellbeing. Children settled quickly into their chosen activities effectively using the register boards in place to identify where they were going to play. The staff knew the children well and discussed how they supported and met children's individual needs whilst they attended the club.

The children attending the nursery appeared happy, confident and settled whilst exploring their environment. Staff were kind and nurturing in their approach to children's care. They were responsive to the children's needs and cuddles were freely given if the children wanted them. A parent shared "I know my child is safe, cared for and very well looked after. The children's needs are always put first and always met". It was clear staff had developed and built strong attachments with the children. We saw staff sit on the floor with the children engaging in play experiences and staff came down to the child's level when talking to them.

Information was gathered for all children within their personal plans which helped staff support and meet children's needs and interests. Personal plans were reviewed and updated if needed every six months or sooner. We saw the older children reviewing their 'all about me' information during the inspection, as this had been planned. They discussed their likes/dislikes and preferences with staff, before signing and dating their form. This information was shared with parents when they came to collect their child/children, which kept them informed and included.

The children were encouraged and supported to be independent. We observed this throughout the inspection, with children demonstrating this through accessing where and with what they wanted to play, serving themselves snack and lunch and getting ready to go outdoors to play.

Children attending the club enjoyed their afternoon snack, as they independently chose what they wanted from what was on offer and poured their milk or water. They engaged in discussions with friends at the table and talked with staff about their favourite snacks, for example, mackerel in tomato sauce on crackers. Management had identified that the children should be given more opportunities to be independent, for example, planning of menus. We discussed with management the importance of ensuring children's wellbeing and dietary needs were met, through stringent storage and management of snack items. We observed this was undertaken following the inspection visit. Children in the nursery experienced a calm, sociable lunchtime and snack. They were encouraged to be independent through helping to set the lunch tables and prepare snack with staff. They self served their food, poured their drinks and cleared away their dishes when finished. We asked management to consider the management of staffing during the lunchtime to ensure children's individual needs were met with consistency.

Medication was appropriately stored, with parental consents gained before the administration of medication by staff. Management should ensure accurate recording of expiry dates, to keep children safe.

**Quality Indicator 1.3 Play and learning**

Children in the nursery and out of school club were settled, engaged in their play, learning and having fun with their friends. For example, some of the school aged children were helping each other as they played Minecraft, whilst in the nursery garden, children had fun playing together as they threw snow on the staff members. In the club we observed some of the older children joining in play with the younger children, for example, helping and supporting during play with the dolls and accessories. A parent whose child attends the club told us "It is very safe and friendly environment. Every day they arrange different activities. My son never gets bored there and loves to go there so much. It is great there are different rooms for different ages".

There were opportunities in both services for children to be independent, choosing where they wanted to play and with what resources, encouraging confidence and decision making. Nursery children enjoyed the free flow access to the garden and the snow, while others played indoors, for example, one child spent an extended period creating a caterpillar from construction materials. In the club, some children participated in drawing and craft activities while they chatted to their friends, while a few children played a table top game featuring cats with a member of staff. Children in the nursery and club were supported well by staff throughout the inspection.

Staff in the nursery supported and extended children's play and learning. They encouraged children's thinking skills and problem solving. For example, some children were trying to pipe playdough through piping bags and found this to be difficult. With support and effective questioning by a staff member, shaving foam was introduced and this activity was extended. A parent said, "Activities are engaging and interactive and staff cater for all needs". There were opportunities and experiences within the club environment to encourage children's critical thinking, imagination and creativity during the sessions, along with access to physical play indoors and outdoors, on the second afternoon.

There were a variety of resources available for the children to access which were age appropriate, within the services. Staff provided the children with different resources as children asked for them or to support and extend their play. One member of staff in the club talked of providing a range of different resources for the different age groups to provide them with some challenge. A parent commented "Great support for before and after school. Fun, interactive and supportive for kids".

The children made good use of the local and wider communities with the nursery having regular outings, twice a week. The out of school club made more use of the local and wider communities during the holidays when children attended the service for longer. During the inspection visit the children in nursery had a trip to the local park, with one child sharing when they returned the "chute was super slidey". Other outings included visiting Duntrune community garden, where parents participated in the planting and growing, and the local care home where intergenerational activities, such as singing Scottish songs took place.

## How good is our setting? 5 - Very Good

We found significant strengths in aspects of the care provided and how these supported positive outcomes for children, therefore we evaluated this key question as very good.

**Quality Indicator 2.2 Children experience high quality facilities**

There were secure entrances to both the nursery and the out of school club, with parents ringing the doorbells to gain access to the buildings. This ensured staff knew who was in the buildings, which kept children and the staff safe.

The areas used by the school aged children were clean and well maintained as was the nursery. All the children had access to furniture that was of an appropriate height for them to sit, play and learn comfortably. There were cosy areas within both settings where children were able to rest and relax. A sofa provided a comfortable space for children to rest and relax in the nursery, having a story with staff if they wished. A child sat quietly on the sofa for some time during the second day of inspection, looking at a book about dinosaurs, lifting the flap and telling himself the story. There was space for children to have a sleep or lie down with a blanket if that was needed. We saw that the sofa in the club was well used, with a group of children spending a long period of time sitting and chatting with each other.

Children attending the club had access to spaces within the school, such as the gym and ICT suite, with the younger school aged children enjoying their time in the nursery building and the gym hall. Children had access to a variety of toys, resources and equipment which were age appropriate and of interest to them. They told us they could ask for other toys and resources they wanted out the cupboard and staff would help them with this.

The nursery indoor and outdoor environments were developmentally appropriate to support and challenge the children. A wide range of play experiences including core resources, loose parts, construction, creative play and open-ended resources supported children to develop their curiosities, imaginations and creativity.

Risk assessments were in place for all areas of the club and the nursery. They were reviewed regularly to ensure they remained relevant and continued to identify and address risks and hazards. We discussed at length the supervision of the children outdoors when attending the club and how this would be managed. Children had not been accessing the outdoors in recent weeks, making more use of the gym hall. On the second afternoon of inspection, some children asked if they could go outside to play in the falling snow. Staff ensured children's safety through good supervision, while children had fun running around, mark making in the snow and building small snow sculptures. Children in the nursery were supervised well while provided with opportunities to be independent and to assess their own risks during play.

Infection control measures were in place within both services, with children handwashing before having snack and lunch and after toileting. Tables were cleaned before and after being used for snack and lunch. Toys were cleaned or washed regularly to ensure they were fit for purpose.

Children's information was stored securely and staff were aware of the need for confidentiality.

## How good is our leadership? 5 - Very Good

We found significant strengths in aspects of the care provided and how these supported positive outcomes for children, therefore we evaluated this key question as very good.

**Quality Indicator 3.1 Quality assurance and improvement are led well**

The management team were striving to streamline the quality assurance systems to incorporate the nursery and the out of school club. They wanted to have all records, documents and audits, easily accessible in the one place.

A review had begun of the existing vision and values, which involved consultations with all the children, families and staff. Management discussed the importance of ensuring there was a clear and shared direction for the services, which met the needs of the children and families attending.

An improvement plan had been created, which identified priorities that supported the improvement of the services, such as the reviewing of the vision and values, developing the quality assurance processes and developing children's play experiences and opportunities. Management discussed the improvements that had been identified, those that had been addressed and those still to be developed.

A quality assurance calendar supported the tasks, monitoring and auditing of both the nursery and club. Management was undertaking informal and formal monitoring to support the continued development of the services. Management and staff should continue to develop their knowledge of self-evaluation tools, such as 'A quality framework for daycare of children, childminding and school aged childcare' to provide benchmarks to support the evaluation of the settings and the quality assurance systems in place.

Children and families were regularly consulted and feedback gathered to support the development of the services. We saw that the school aged children had used the suggestion box with a variety of suggestions being made. Management had responded to these suggestions in writing on the back of the suggestion cards, which were then laminated and placed into the folder so the children could revisit their suggestions and the response given. The nursery had a 'you said, we did' wall within the playroom, which provided responses to the feedback they had received.

Policies and procedures which underpinned the services were in place and reviewed annually or sooner if needing to be updated. A couple of the policies required to be updated to ensure current information and guidance was available. These were shared with management during the inspection and had been updated when we arrived for feedback. Management should ensure policies and procedures are dated when reviewed so staff know that is the most up to date version.

## How good is our staff team? 5 - Very Good

We found significant strengths in aspects of the care provided and how these supported positive outcomes for children, therefore we evaluated this key question as very good.

**Quality 4.3 Staff deployment**

There was a mix of skills, knowledge and experience within the staff team. The staff team in the out of school club worked well together and knew the children and families well. The nursery team were kind, caring and nurturing. They interacted with children in a calm and supportive manner, encouraging and listening to their thoughts and ideas. There was a positive ethos of ensuring children had high quality experiences and felt safe and secure in the service.

Staff deployment within the club was very good, supporting the supervision of children in the different spaces used. Staff communicated well, face to face and using walkie talkies to ensure effective communication and that staff knew children were moving from one space to another. Staff were flexible when needed to ensure continuity for the children, for example, staff in the ICT suite moved with the children to the gym hall for active play. The nursery was appropriately staffed throughout the inspection, with staff moving around the playroom and outdoors to ensure children's play and learning was supported as needed and children were safe. Staff managed their working pattern and lunch breaks well to ensure continuity of care across the day.

Very good relationships had been developed between staff and parents in the nursery and the club. We

observed staff chatting with parents and carers in both services at collection times, sharing information about the children as was necessary.

All the staff were committed to providing quality care and support to the children attending the services. A parent shared "Staff are amazing, very well run, take parents' views into account". while another told us "Staff are so kind and I know they genuinely care about my child. They go above and beyond in all aspects". Staff participated in a variety of training opportunities to enhance and develop their knowledge, skills and practice. Staff in the nursery talked of implementing training they had attended into practice to ensure children and families were supported well and children's play and learning was of high quality. Children benefitted from a staff team that valued their right to play and have fun as they learned.

## Complaints

There have been no complaints upheld since the last inspection. Details of any older upheld complaints are published at www.careinspectorate.com.

## Detailed evaluations

| How good is our care, play and learning? | 5 - Very Good |
|---|---|
| 1.1 Nurturing care and support | 5 - Very Good |
| 1.3 Play and learning | 5 - Very Good |

| How good is our setting? | 5 - Very Good |
|---|---|
| 2.2 Children experience high quality facilities | 5 - Very Good |

| How good is our leadership? | 5 - Very Good |
|---|---|
| 3.1 Quality assurance and improvement are led well | 5 - Very Good |

| How good is our staff team? | 5 - Very Good |
|---|---|
| 4.3 Staff deployment | 5 - Very Good |

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