

# Letham Kids Club

## Day Care of Children

Letham Primary School  
Struan Road  
Perth  
PH1 2NL

Telephone: 07584 206401

**Type of inspection:**

Unannounced

**Completed on:**

14 May 2019

**Service provided by:**

Perth & Kinross Council

**Service provider number:**

SP2003003370

**Service no:**

CS2005087787

## About the service

Letham Kids Club operates from Letham Primary School in Perth. The children attending have access to two rooms which are set up with a range of activities each day. Children also make use of the spacious school playground and gym hall.

The service is provided and managed by Perth and Kinross Council Education and Children's Services through the Early Education and Childcare Strategy Team. The club is part of a network of out of school clubs in Perth and Kinross.

The service was previously registered with the Care Commission and transferred its registration to the Care Inspectorate on 1 April 2011. The service is registered to provide a care service to a maximum of 26 children between the ages of four and a half years (if they are attending primary school) and 14 years.

We wrote this report following an unannounced inspection carried out by one inspector on 13 May 2019. We gave feedback to the team leader, senior childcare supervisor and childcare supervisor on 14 May 2019.

We check services are meeting the principles of Getting it Right for Every Child (also known as GIRFEC), Scotland's national approach to improving outcomes and wellbeing for children by offering the right help at the right time from the right people. It supports them and their parent(s) to work with the services that can help them. There are eight wellbeing indicators at the heart of Getting it Right for Every Child: safe, healthy, achieving, nurtured, active, respected, responsible and included. They are often referred to as the SHANARRI wellbeing indicators.

Letham Kids Club, in common with all Kids Club services in Perth and Kinross has the following main aims and objectives:

- To develop and deliver effective, high quality out of school care services for children and their families.
- To ensure accessible and affordable services which are flexible and meet the needs of parents/carers who are either working, seeking employment or are undertaking training and/or development opportunities.
- To develop services which are pro-active in enabling the inclusion of children with additional needs, and to ensure a trained and competent workforce to support those needs.
- To ensure a process of self-evaluation and continuous improvement is built into the operation of each service to further enhance the development of provision.
- To actively seek and promote partnership with parents in the development and delivery of services.
- To support staff and ensure continuing professional development.
- To ensure accurate financial monitoring of services.
- To ensure equality of access to services for all.
- To ensure effective communications strategies are in place supporting the promotion and development of services.

## What people told us

We provided the service with 12 Care Standards Questionnaires (CSQs) for parents of children using the service. Four completed questionnaires were returned to us before the inspection. All of those who completed our questionnaires strongly agreed that they were happy with the quality of care and support their child received while in the service. Parent's comments from the questionnaires included:

'Although our children only attend the after school club once a week, we always find staff friendly, professional and have an excellent rapport with our boys and us.'

'I love going to after school club because the adults are super nice and we do lots of different activities. I would like to go more.' This was a quote from my daughter. She loves after school club and would go every night if she had the chance. I have never had any concerns. My children have always been well looked after and don't like being picked up early.'

We had the opportunity to speak with parents during our inspection. They confirmed that they were very happy with the service provided.

During the inspection we spoke with the children as they played in the club. They were confident talking to us and they gave us their views on different aspects of the club. They told us:

'I like to go outside but the best thing is just playing.'

'I would like to do gymnastics. The staff ask me a little bit about what I'd like to do.'

'We're making a hammock. I have an idea, I think we need a big peg.'

## Self assessment

The service had not been asked to complete a self assessment in advance of the inspection. We looked at their own improvement plan and quality assurance paperwork. These demonstrated their priorities for development and how they were monitoring the quality of the provision within the service.

## From this inspection we graded this service as:

Quality of care and support	4 - Good
Quality of environment	not assessed
Quality of staffing	not assessed
Quality of management and leadership	4 - Good

## What the service does well

During the inspection we considered the quality of care and support, from the evidence gathered during our inspection we evaluated this theme as good. We also looked at the quality of management and leadership which we evaluated as good.

We spoke with staff about the service's child protection policy. We were satisfied they had working knowledge of their responsibilities and the procedures to ensure children were protected.

We saw children and staff had developed positive relationships. Staff were kind and respectful towards the children and knew them very well. Children were busy and engaged in their play throughout the session and invited staff to play with them, we saw they had fun together. Staff supported children's play and learning well and encouraged the children to solve problems for themselves.

Children were involved in planning their own activities and experiences for the club sessions and were encouraged to make their own decisions about what they wanted to do. Each child got the opportunity to contribute their ideas which supported them to feel included in the service. We saw a record of the range of activities which children had participated in within the floorbook.

The children had daily opportunities to be involved in active play making regular use of the gym hall and outdoor area. Children were involved in risk assessing and supported to take positive risks. They told us about how they kept themselves safe outside.

Snack was a sociable experience for children where they were encouraged to take responsibility and be independent. The children were able to have snack at a time which suited them and this enabled children to have a relaxed and unhurried experience. Children told us they enjoyed preparing snack.

Staff told us they felt well supported by the management team. We saw that staff worked well together and were involved in developing the service including writing and evaluating the termly action plans which fed into the service improvement plan. There was good communication with parents and carers who confirmed that they felt involved in developing the service. The management team visited regularly and reviewed the quality of the service through focused site visits.

There had been some recent changes to the staff team. Staff had begun to take on leadership roles and told us about their plans to develop this further enabling leadership at all levels. They also shared with us their plans to use the Health and Social Care Standards (HSCS) to evaluate their service and involve the children in this process to enable them to have more opportunities to be involved in the development of the service.

## What the service could do better

We identified that not all children's personal plans had been reviewed and updated every six months or sooner. We discussed the importance of having current information in place to ensure children's individual needs are met. The service took steps to address this during the inspection. We would ask that the service review the process of auditing children's personal plans to ensure they are updated within the required timescales **(see recommendation 1)**.

A small number of children walked independently to the club. Whilst staff were aware of procedures to follow if the children did not arrive, we would ask that permissions are reviewed and a formal risk assessment is implemented to maximise children's safety.

We looked at the medication held within the service. Staff should ensure that reviews of long-term medication held within the service are carried out consistently each term.

Accidents and incidents were recorded appropriately and shared with parents and carers. We would ask that the service further develops their audit to identify any common themes and the action taken to minimise risks to children.

The service had consulted with families using questionnaires and through Facebook. However, staff told us there had been limited engagement. We would ask staff to explore further ways to engage families in consultation. We made some suggestions as to how this could be done.

Children had some opportunities to make suggestions about the service. Staff told us they shared this information in newsletters and commented on their ideas. We would ask that the staff consider further ways to feedback to children about how their suggestions are being taken forward.

Staff should further develop how children are involved in evaluating their experiences. We would like to see the children have more responsibility and ownership of their floorbook to promote children's voice.

The positive plans in place to develop leadership and use the Health and Social Care Standards as a tool for evaluation should be fully embedded within the service. We would like to see the impact these plans have on outcomes for children.

## Requirements

**Number of requirements:** 0

## Recommendations

**Number of recommendations:** 1

1. Children should have their needs clearly identified and reviewed regularly as part of their personal plan.

This is to ensure care and support is consistent with the Health and Social Care Standards, which state that 'My personal plan (sometimes referred to as a care plan) is right for me because it sets out how my needs will be met, as well as my wishes and choices.' (HSCS 1.15).

## Complaints

There have been no complaints upheld since the last inspection. Details of any older upheld complaints are published at [www.careinspectorate.com](http://www.careinspectorate.com).

## What the service has done to meet any requirements we made at or since the last inspection

### Previous requirements

There are no outstanding requirements.

## What the service has done to meet any recommendations we made at or since the last inspection

### Previous recommendations

#### Recommendation 1

The service should review the information held for each child to ensure that it contains specific information on how to meet their individual needs.

National Care Standards, Early Education and Childcare up to the age of 16, Standard 6: Support and Development, Standard 7: A Caring Environment

**This recommendation was made on 3 August 2016.**

#### Action taken on previous recommendation

This recommendation has not been met. A further recommendation has been made in line with the Health and Social Care Standards.

#### Recommendation 2

The service should utilise the skills and knowledge of individual members of staff, allowing them to lead on specific aspects of the service.

National Care Standards, Early Education and Childcare up to the age of 16, Standard 14: Well-managed Service

**This recommendation was made on 3 August 2016.**

#### Action taken on previous recommendation

The service have begun to use staff skills, knowledge and interests to provide experiences for children and lead on aspects of the service. They have plans in place to further develop leadership at all levels. This recommendation has been met.

## Inspection and grading history

Date	Type	Gradings
1 Jun 2016	Unannounced	Care and support 4 - Good Environment 5 - Very good Staffing 5 - Very good Management and leadership 4 - Good
22 May 2013	Unannounced	Care and support 4 - Good Environment 4 - Good Staffing 4 - Good Management and leadership 4 - Good
30 May 2012	Unannounced	Care and support 3 - Adequate Environment 3 - Adequate Staffing 3 - Adequate Management and leadership 3 - Adequate
3 Oct 2011	Unannounced	Care and support 3 - Adequate Environment Not assessed Staffing 3 - Adequate Management and leadership Not assessed
19 Aug 2010	Unannounced	Care and support 4 - Good Environment Not assessed Staffing 4 - Good Management and leadership Not assessed
3 Mar 2010	Unannounced	Care and support 4 - Good Environment 4 - Good Staffing 4 - Good Management and leadership 4 - Good
1 Jun 2009	Unannounced	Care and support 3 - Adequate Environment 3 - Adequate Staffing 3 - Adequate Management and leadership 2 - Weak

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