

OUT OF SCHOOL FACTSHEET



Address

Children's Information Service
Keepers Lodge
Chelmsley Road
Chelmsley Wood
B37 7RS

WHAT IS AN OUT OF SCHOOL CLUB / HOLIDAY SCHEME?

An out of school club/holiday scheme is for school age children to play, learn and have fun in groups.

Contact Numbers

0800 389 8667 Freephone
0121 788 4288

Web Address

www.solihull.gov.uk/cis
www.childcarelink.gov.uk

Email Address

Childrensinfo@solihull.gov.uk

REGISTRATION

Out of school club/holiday schemes must be registered with OFSTED (Office for Standards in Education) if care is provided for more than two hours in any one day and more than five days in a year. Registration with OFSTED is not needed if they only cater for children over the age of eight or run for less than two hours per day.

The childcare inspector will check that all the National Standards have been met.

Following registration, OFSTED will inspect the out of school club / holiday scheme every three years. All inspection reports are available to parents on the OFSTED website www.ofsted.gov.uk

Opening Hours

Mon: 8:45am-5:20pm
Tues: 8:45am-5:20pm
Wed: 8:45am-5:20pm
Thurs: 8:45am-5:20pm
Fri: 8:45am-4:30pm

24-hour answer phone service
available out of hours

STAFFING LEVELS

Any person in charge of children under the age of eight must have a minimum of a level three qualification and two years' experience relevant to the post.

A deputy must hold a level three in Childcare and Education. At least half of the remaining staff must hold a level two qualification.

The table below shows the ratio of staff to children stipulated by OFSTED.

Age ratio of child	Number of children	Number of staff
3-8 years	Eight	One



Activities

Childcare

Support

WHERE AND WHEN DO THEY RUN AND HOW MUCH WILL IT COST?

They are usually based in or near schools and more are being set up to help families who have working parents. They are run outside of school hours (8am-9am and 3:15pm-6pm) by a team of staff, usually called play workers.

A session on average will cost £3.50 before school and £7 after school.

QUESTIONS TO ASK

When is the group open?

What are the fees and when do you pay?

What if your child is ill or on holiday?

Are children supervised at all times?

Is there secure outside play space?

How many children can attend and at what age?

Are the children taken on outings?

Are there additional staff to supervise this?

Are there vehicles used to transport children?

Do the vehicles have seatbelts?

Are the children adequately covered by insurance?

Are refreshments provided for the children?

What is the group's policy on handling inappropriate behaviour?

How does the setting deal with complaints or concerns?

THINGS TO FIND OUT

Are you and your child welcomed?

Is your child introduced to other children?

Is there a sense of interest and fun?

Are there an appropriate variety of toys, play material, activities and books?

Do boys and girls have an equal access to all types of play?

Are children treated as individuals?

Do books and toys reflect people from other cultures as well as people with disabilities?

Are children involved in the planning of activities?

Are children catered for appropriately according to their age group and interests?

Do the premises appear clean, well kept and safe?

Are clear limits set regarding acceptable behaviour?

For a complete list of out of school clubs / holiday schemes in your local area, please contact the Children's Information Service on 0800 389 8667 or childrensinfo@solihull.gov.uk

To view OFSTED out of school club or holiday scheme inspection reports please visit www.ofsted.gov.uk