



# Childcare Inspection Report on

**Penyrheol Trecenydd Energlyn Community Council - Penyrheol**

**Cwm Ifor Primary School  
Heol Aneurin  
Caerphilly  
CF83 2PG**



**Date Inspection Completed**

25/07/2019

**Welsh Government © Crown copyright 2019.**

*You may use and re-use the information featured in this publication (not including logos) free of charge in any format or medium, under the terms of the Open Government License. You can view the Open Government License, on the National Archives website or you can write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk)*  
*You must reproduce our material accurately and not use it in a misleading context.*

<b>Ratings</b>	<b>What the ratings mean</b>
<b>Excellent</b>	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
<b>Good</b>	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.
<b>Adequate</b>	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.
<b>Poor</b>	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

Penyrheol summer playscheme is registered with Care Inspectorate Wales (CIW) to provide a service during the school summer holidays. The service provides care for up to 60 children from five to eleven years old from 9.45 to 2.45 each Monday to Friday for the first four weeks of the holiday period. The service is located in Cwm Ifor Primary school in Caerphilly. The provider of the service is the Penyrheol Trecenydd Energlyn Community Council which has appointed Helen Treherne as the responsible individual to oversee the provision. There is a person in charge who has responsibility for the day-to-day running of the service. This is an English language service.

## Summary

Theme	Rating
<a href="#">Well-being</a>	Good
<a href="#">Care and Development</a>	Good
<a href="#">Environment</a>	Excellent
<a href="#">Leadership and Management</a>	Good

### 1. Overall assessment

Children enjoy and learn from a good range of interesting activities and experiences. They are well settled and relaxed in their surroundings and engage well with other children and their carers. Staff have good knowledge about the children's needs and provide nurturing, supportive care. The club is well supported by the provider and there are good relationships with the school where the service is held. There is a good ratio of staff to children and this ensures that children's needs are consistently well met. The environment is welcoming, attractive and exceptionally well-resourced both inside and outdoors.

### 2. Improvements

The current person in charge has the appropriate qualifications and training to carry out the role.

### 3. Requirements and recommendations

There were no non compliance issues identified at this inspection.

We made some recommendations relating to the leadership and management theme which are outlined in the report and summarised in section 5.

# 1. Well-being

**Good**

## Summary

Children receive a good quality service which provides a diverse range of interesting and stimulating opportunities. They are very well settled and content and show clear satisfaction about how they spend their time at the club. Children form positive and warm relationships within the group and feel welcome and relaxed. They receive consistent and supportive care and look forward to attending.

## Our findings

Children make their own decisions about how they spend their time at the club and are able to direct their own play. They are consulted about the activities available to them and contribute suggestions and ideas about the running of the sessions. They are very keen to be involved in the planning of excursions and the party in the final week. Children are confident to initiate games and ask for help and reassurance from staff when needed. We observed children and staff engaged in friendly, supportive conversations and it was clear that staff listen to children and their views are considered at all times. Children take part in deciding the rules of the club during circle time on the first day and as a consequence feel a sense of responsibility for how the club runs.

Children value the time they spend at the club. A number of children told us they like the opportunity to meet up with friends during the holidays and to meet children who attend different schools, thus extending their friendship group. We heard children sharing information about their families with staff and it was clear they feel comfortable and relaxed. Children from a wide age group use the service and older children are supportive and regarded as role models by younger children. They mostly interact positively and share and cooperate happily when playing. We saw children waiting patiently and taking their turn at snack time and when lining up to purchase items from the tuck shop.

Children's activities are very well organised beforehand and resources are purchased to ensure they are attractive to children of all ages and abilities. Children can choose to play outside or indoors and are able to be active or relax as they wish. We saw children engaged with creative and craft activities as well as den building, ball games and group games such as musical statues with which they were keen to participate.

Children have good opportunities to develop self-help skills and receive support to be as independent as possible. Some older children are given permission by parents to walk to and from the club with friends. Children choose and pay for their own food at snack time. We saw some children spontaneously sweeping the floor and tidying resources when needed. Children value the opportunity to carry out allocated tasks and feel a sense of satisfaction on completion. They especially look forward to the weekly excursions and

understand they have a responsibility to behave appropriately to ensure the safety and wellbeing of themselves and other children.

## 2. Care and Development

Good

### Summary

There are effective procedures and strategies in place which ensure that staff have the knowledge and skills to offer a good quality service to the children in their care. Well-developed processes and systems ensure that safeguarding and the health and safety of the children is prioritised.

### Our findings

There is a good range of suitable health and safety procedures in place to ensure the well-being of children. All members of staff complete an emergency first aid course on the first Monday of the club before the play scheme begins. Our discussions with the person in charge confirmed she has the experience and knowledge to deal with any safeguarding concerns. There is a child protection policy in place and the person in charge told us she was confident to evaluate any risks to children and to refer to the appropriate authority if needed.

Children are signed into the service by parents who also collect at the end of the session. Times of arrival and departure are recorded. The register is taken when children meet together at circle time and health and safety information is discussed alongside activities planned for the day. As the weather was very hot, information was discussed about keeping safe in the sun. Children have easy access to drinking water at all times. Parents provide children with a packed lunch and they are requested to include ice packs to ensure food is fresh and safe to eat, as there is no refrigeration available. Staff ensure all surfaces are clean and use anti-bacterial spray to minimise the risk of infections. Toilet facilities are well maintained, clean and fresh.

There is a behaviour management policy in place which staff follow to provide consistent care and guidance to children. All staff are experienced and have a good understanding of child development and how this influences children's behaviour. Staff act as positive role models and are respectful, courteous and kind to each other and to children. We heard staff promoting positive behaviour by giving children praise and encouragement. There is a star chart system in place where children and staff can celebrate the achievements and behaviour of all children. This is valued by children who contribute stars with enthusiasm. Children told us that they thought that staff acted fairly and they could approach them if they wanted advice. We observed a disagreement between two children which was dealt with sensitively by the person in charge who helped the children to reach a good compromise and understanding.

Responsive and nurturing care is provided to the children from a staff team which values children's backgrounds and encourages them to express their individuality. The planning for the four weeks is done by considering the activities which were successful and enjoyed by children the previous year. The programme for the four weeks is displayed and children told

us they find the activities and excursions exciting and good fun.



### **3. Environment**

**Excellent**

#### **Summary**

The service operates from Cwm lfor primary school in Penyrheol, Caerphilly which offers excellent accommodation for the playscheme. The school is designed to a high specification and is modern, attractive and very well equipped. Two large halls provide children with extensive space for active play inside as well as comfortable seating to eat and for table top activities.

#### **Our findings**

The responsible individual and person in charge are clear about their responsibilities to maintain a safe environment for children. All activities are carefully risk assessed and daily checks are carried out on the premises to ensure safety is maintained. We noted risk assessments for excursions to local amenities are in place and ratios of staff to children are increased to one member of staff to every six children outside of the school premises. Children wear wristbands when they are out on trips. Fire drill practice was carried out with the staff group before the playscheme and the person in charge intends to replicate this during the first week of operation to include all children. Unauthorised persons are not allowed into the building when children are present and all visitors are signed in.

The premises provide a rich, attractive environment for children to enjoy their play and recreation. The entrance to the school is via a bridge over a stream. Children told us they value attending the service because they have access to very good facilities and stimulating and interesting activities. The environment is spacious, light and airy, and very well equipped. Staff ensure resources are well prepared before children arrive. There is a cafe style kitchen area where staff prepare toast and drinks when children arrive. The outdoor area provides children with exceptional opportunities for active play and for relaxation in the shade or shelter. Children enjoy ball games, skate boarding, playing in the underground tunnel and sitting together in one of the open sided wooden buildings.

Children can easily access the variety of resources, many of which are newly purchased, and developmentally appropriate. They allow children to follow their interests and to choose new pursuits. Children of all ages are satisfied with the range of items which include craft materials, den building resources, dolls and bead making.

## 4. Leadership and Management

Good

### Summary

The leaders of the service are experienced and well qualified. They have a sense of purpose that promotes and sustains improvements and good outcomes for children. All the required policies and procedures are in place and the service complies with the relevant regulations and National Minimum Standards.

### Our findings

Leadership of the service is effective and the person in charge ensure that the policies are implemented to ensure children receive a high quality, safe service. There is a statement of purpose which provides an accurate picture of what the service offers. The responsible individual maintains regular contact with the person in charge and is available when needed to offer support and guidance. The service has Public Liability insurance and is registered with the Information Commissioners Office (ICO). Managers and staff have a good understanding of the need to keep personal information confidential. The team works together effectively and all have a good understanding of their roles and responsibilities. The service does not provide the active offer of the Welsh language.

The person in charge intends to complete a quality of care report after the play scheme has ended. This is used to inform the planning for the following year. Children's ideas are sought and parents are asked to contribute their views on the quality of the service provision. We noted all policies and procedures and the handbook for parents need to be updated to include updated details of CIW. There is a complaints procedure in place although no complaints have been received.

We looked at three staff files and saw most of the information to determine their suitability is in place. Some information which includes contracts and job descriptions are not held on files and we discussed the need for all information relating to staff recruitment to be held in one file for ease of access. The person in charge told us she intends to meet up with all staff individually to provide supervision and support and to give feedback to them. This includes the two volunteers who were on placement. Staff told us they enjoy their work and are very motivated to provide a good service to children. The service has good relationships with parents who value the playscheme as it provides children with excellent opportunities to spend their time with friends and engage in stimulating activities. Partnerships with the school, who welcome the playscheme, are also very positive. The service has built up some good contacts in the local community which include the local vet who has agreed to bring animals into the scheme to show the children. The person in charge also intends to contact the local fire service to request a visit with a fire engine.

## **5. Improvements required and recommended following this inspection**

### **5.1 Areas of non compliance from previous inspections**

None

### **5.2 Recommendations for improvement**

- Update all documents with CIW information;
- the person in charge to provide a supervision/feedback session for all staff and
- ensure all information relating to staff recruitment is stored on staff files.

## **6. How we undertook this inspection**

- One inspector undertook an unannounced visit to the service for four hours on 25 July 2019;
- we spoke to a number of children during the sessions, four members of staff, the person in charge and the responsible individual;
- we used the information from the Self-Assessment of the Service, and we looked at a wide range of records. These included the statement of purpose, risk assessments, copies of policies, which included safeguarding, behaviour management, and accident records. We also looked at three staff files and four children's files;
- we made a visual check of the premises inside and out of doors and
- we gave feedback to the person in charge at the end of the inspection.

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

[www.careinspectorate.wales](http://www.careinspectorate.wales)

## 7. About the service

Type of care provided	Children's Day Care Out of School Care
Responsible Individual	Helen Treherne
Person in charge	April Pearce
Registered maximum number of places	60
Age range of children	5 to 11 years
Opening hours	9.45 to 2.45 Monday to Friday for the first 4 weeks of the school summer holidays
Operating Language of the service	English
Date of previous Care Inspectorate Wales inspection	11 August 2015
Dates of this inspection visit	25 July 2019
Is this a Flying Start service?	No
Is early year's education for three and four year olds provided at the service?	No
Does this service provide the Welsh Language active offer?	This service 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 Welsh Government's ' <i>More Than Just Words follow on strategic guidance for Welsh language in social care</i> '.
Additional Information: None	

Date Published 02/09/2019