



Childcare Inspection Report on

Sketty Kids Club

**Sketty Primary School
Llwyn Mawr Close
Tycoch
Swansea
SA2 9HJ**



Date Inspection Completed

19/12/2019

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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

Sketty Kids Club is held in Sketty Primary School, Tycoch, Swansea and is registered to provide care for a maximum of 40 children, three to twelve years of age. Helen Reeves is the registered person and also the person in charge. Sketty Kids Club is currently open from 3:15pm to 6:00pm Monday to Friday. The main language used in the club is English with Welsh used incidentally.

Summary

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

1. Overall assessment

Sketty Kids Club is a welcoming child friendly service where children are happy to attend. They take part in free play activities that they enjoy. Staff know the children very well and are genuinely interested in the children's views and opinions. Leaders ensure that everyone at the service has a voice. Children interact well together. Staff are good role models and create a positive ethos. The environment is adequate giving children a varied choice of toys and resources. The outdoor play area promotes physical development. The leader implements the national minimum standards and regulations adequately with room for improvement.

2. Improvements

- One staff member has successfully obtained a playworker qualification;

3. Requirements and recommendations

We notified the registered person that improvements are needed in relation to the following in order to meet the legal requirements:

Suitability of workers (regulation 28) - All of the required checks and information must be obtained in respect of all staff working in the service to show that a robust recruitment procedure has taken place;

Employment of Staff (regulation 29) - Staff should receive regular supervision sessions that enable them to discuss and focus on their childcare roles and responsibilities.

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 this and it will be followed up at the next inspection.

We have made some recommendations at the end of this report.

1. Well-being

Adequate

Summary

Children express themselves well and are developing good relationships. They make choices and are encouraged to speak and express themselves. Children are independent in some tasks. They are familiar with the routines and are happy and comfortable with their careers. Children interact and cooperate well whilst involved in their play. Overall children are happy to play alongside each other. Choices can be improved on with better organisational skills around snack time and the setting out of resources.

Our findings

Children speak and express themselves openly. Children are contented and settled quickly. Many children said that they enjoyed coming to club. On arrival practitioners welcomed them. They had formed close emotional bonds with familiar adults that helped them feel secure.

Children are encouraged to make free choices and express themselves. For example, playing Christmas party games or choosing their own activity. Children are very proud of their Christmas pictures and trimmings that they had hand made that decorated the classroom. They had also hand decorated gingerbread snowmen.

On arrival the children sat at tables waiting for their snack to be prepared. Many chose to colour and/or draw pictures. Some voiced their disappointment at having to wait for their snack and the considerable amount of time taken for snack time to finish before they had space to set up and play with toys and games. However, when engaged in their chosen play, children smiled, laughed and had fun.

Children interact well with each other, share toys and cooperate with each other. They were openly discussing their ideas and joined in together. They included staff in their play. For example, playing tabletop games and art and craft. Children are contented to initiate their own play. Older children accessed resources independently. Children followed their own interests and their self-help skills, showed confidence.

2. Care and Development

Adequate

Summary

Staff have warm and supportive relationships with children. They are calm and positive, managing children's behaviour with consideration for their age. They know the children in their care as individuals understanding their needs and preferences and meet their needs adequately.

Our findings

Overall all practitioners keep children safe and healthy. Staff are aware of safeguarding procedures to follow if concerned about a child in their care and many had attended training. Updating the safeguarding policy and procedure is necessary. No practitioners had attended 'Prevent Duty' and Radicalisation training or were familiar with its meaning. The person in charge said that two staff members held Paediatric First Aid training. However, certificates were unavailable to evidence this.

The leader has available a range of policies and procedures. However, some require additional information to be added. There are clear procedures to manage accidents, administer medication and practitioners kept and maintained appropriate records. Risk assessments, including daily checks and fire drills were conducted which are effective.

There are effective arrangements in place to help children learn about healthy lifestyles. For example, practitioners encourage all children to take regular physical exercise sessions and play, including regular outdoor play. Practitioners ensure that children have healthy snacks and meals and follow suitable hygiene procedures and practices, such as ensuring that children's hands are clean before they eat. Practitioners supported children to develop self-help skills through the evening routines. For example, by encouraging and supervising the majority of children to wash and dry their hands independently and older children spread made their own wraps at snack time. Children enjoyed their snack which was of sufficient quantity, nutritious and met any religious, cultural and dietary requirements. Food is stored safely.

Practitioners set realistic and clear boundaries for children. Practitioners promoted positive behaviour and co-operation. They gave children lots of praise and encouragement. Most practitioners offered gentle reminders to encourage children to share and take turns. They regularly praised the children for their good behaviour hence, we saw very little unwanted behaviour as children shared and respected each other and staff.

Children told us that they were happy at the club and had lots of friends there. Many said they did not want to go home early but wanted to stay to play until the end of each session. The service has suitable procedures to support children's additional needs including any disabilities. Appropriate action is taken when special needs are identified in partnership with parents, for example, additional support if necessary.

3. Environment

Adequate

Summary

Leaders ensure that the environment is clean and well maintained. The space can be improved on to enhance children's play opportunities. Resources are suitable for the age range of the children in their care. Overall the children enjoyed their time at the club. The environment can be improved to benefit children's ability to carry out their chosen play with sufficient space provided by the use of the two classrooms when necessary.

Our findings

The leader ensures that children are cared for in a suitably secure and safe indoor and outdoor environment. There was a robust system for managing access to the premises and a record of visitors was maintained vigilantly. No visitor could gain access to any part of the setting unless admitted by practitioners.

Risk assessments are carried out and recorded. Heating appliances and portable appliances tests have been undertaken by the school and the register person said she had been informed were up to date. However, the certificates were not available at the time of inspection.

There is a varied selection of toys, equipment, resources and furniture that is age appropriate. Two separate classrooms are available for use so as to provide care for up to 40 children. Due to the numbers of children in attendance on the day of our visit and only one classroom being used, children were unable to move around freely and for them to use their surroundings to the full, as there was insufficient space to allow this. For example, use of the pool table meant children had no space to freely use it safely.

The classrooms are clean and well maintained. Practitioners practised effective hygiene procedures consistently, for example, they covered tables with table clothes and wiped down tables before serving food. The leader ensured the premises and any outside play areas are welcoming and friendly as the developed outdoor spaces offered good facilities and interesting challenges. The outdoor areas had been designed to ensure that children with additional learning needs could access areas with ease.

Practitioners provided children with a range of age appropriate resources that were well-maintained, and most are stored where children can reach them easily. Furniture is age-appropriate, promoted independence and ensured that children were comfortable. The setting provided a few resources that promoted cultural awareness. Children's creations are displayed creating a child friendly environment.

4. Leadership and Management

Adequate

Summary

The leader has a clear vision for the service and manages the service adequately. There is room for improvement so that all the relevant regulations and national minimum standards are fully met. There are effective partnerships in place with parents.

Our findings

Leaders generally manage the service effectively. There is a statement of purpose available, which was up to date and compliant with the regulations. There is a range of policies and procedures available which adequately meet with the National Minimum Standards. The standard of record keeping sampled was adequate as the leader maintains the required records in relation to children's personal information, such as registration forms, accidents, incidents and attendance records. Emergency medical consent from parents has been sought.

A self-evaluation system is used to evaluate the service whilst planning for improvement. The leader is keen to obtain feedback from services users and staff. This included distributing questionnaires and speaking with children. The previous Quality of Care report seen at this inspection was brief with minimal information. We were informed by the leader that a review of quality of care is in process and a report will be written January 2020 with a copy sent to CIW and made available for service users.

The leader does not consistently follow a robust recruitment process. Not all staff files contained all the recruitment information required by regulation. The leaders and staff training needs are not met in a timely and responsible way as many practitioners first aid training certificates had expired along with some practitioners that prepared food had not attended a Food Safety training course.

Practitioners said that they felt well supported and part of a team. They did not receive regular supervision but did receive an annual appraisal. They also met informally, held meetings and spoke openly about any new ideas and promotion of the club.

The leader and staff have good relationships with the parents. Parents we spoke to said, "my child just does not want to leave here early he wants to stay until the end, the staff are excellent, very approachable and helpful", another said "my child has great fun here and looks forward to coming here to play with her friends". Children said that they had lots to do and had fun and enjoyed being there. They said that they like the food and could choose whatever they wanted to play with.

5. Improvements required and recommended following this inspection

5.1 Areas of non compliance from previous inspections

None

5.2 Recommendations for improvement

- To familiarise with the Welsh Government best practice guidance Food and Nutrition for Child Care.
- To ensure that the ratio of first aid trained adults to children should never fall below 1:10
- update the child protection policy to include a clear procedure/process for staff to follow in the event of a disclosure or an allegation being made. Familiarise with 'Prevent Duty' and update the policy in relation to the requirements of 'Prevent Duty'
- for the leader of the club to obtain and keep copies of the school's maintenance certificates for the premises, such as gas certificates and PAT testing as evidence that they have checked that these have been carried out;
- add the stages and methods used to manage behaviour;
- amend where necessary CSSIW to CIW with the correct address and contact telephone number;
- ensure sufficient space is available for the children to carry out play activities and
- ensure that those responsible for the preparation and handling of food are trained, fully aware of and comply with regulations relating to food safety.

6. How we undertook this inspection

This was a full inspection undertaken as part of our normal schedule of inspections. One inspector undertook one unannounced visit on 20 December 2019, for a period of approximately two hours and 50 minutes. One inspector provided feedback to the registered person on 21 December 2019.

We:

- observed practice and the care provided by staff;
- spoke to the registered person/person in charge, staff and some children;
- looked at a range of records including the statement of purpose, policies and procedures, staff files and accident records.

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

www.careinspectorate.wales

7. About the service

Type of care provided	Childrens Day Care Out of School Care
Registered Person	Helen Reeves
Person in charge	Helen Reeves
Registered maximum number of places	40
Age range of children	3 – 12 years
Opening hours	Monday to Friday 3:20pm to 6:00pm
Operating Language of the service	English
Date of previous Care Inspectorate Wales inspection	5 April 2017
Dates of this inspection visit(s)	19 December 2019
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 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 consider Welsh Government's 'More Than Just Words follow on strategic guidance for Welsh language in social care'.
Additional Information:	

Date Published 16/03/2020