



Childcare Inspection Report on

Clwb Carco Penalltau

**Cwm Calon
Penallta
Ystrad Mynach
CF82 6AP**

Mae'r adroddiad hwn hefyd ar gael yn Gymraeg

This report is also available in Welsh



Date Inspection Completed

07/01/2020

Welsh Government © Crown copyright 2020.

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
You must reproduce our material accurately and not use it in a misleading context.

| 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

Clwb Carco Penallta comprises of two separate services under one registration which are provided by Menter Iaith Caerffili. The services both operate from premises within Ysgol Gynradd Penallta in Ystrad Mynach. The wraparound service runs from 12.15 to 15.15 each afternoon. The afterschool club runs from 15.15 to 17.15. Both provisions are available during school terms only. There are two responsible individuals – Rhiannon Tucker has responsibility for the wraparound service and Maria Lees for the after school club. Menter Iaith has appointed appropriately experienced and qualified persons in charge who have responsibility for the day-to-day running of the services. Welsh is the language used by both services.

Summary

| Theme | Rating |
|---|----------|
| Well-being | Good |
| Care and Development | Good |
| Environment | Good |
| Leadership and Management | Adequate |

1. Overall assessment

Children enjoy and learn from a good range of interesting activities and experiences. They settle well and are relaxed and comfortable in the environment which is familiar to them. They engage well with other children and the staff employed to care for them. Staff have good knowledge about children's individual needs and provide nurturing, supportive care. The services are well supported by the provider and there are good relationships with the school within which the service is placed. There is a good ratio of staff to children and this ensures children's needs are consistently well met. The environment is welcoming, attractive and well-resourced both inside and outdoors. Some management systems must be strengthened.

2. Improvements

Since the last inspection the procedures for supervision and appraisal have been improved. All staff have received Prevent training.

3. Requirements and recommendations

We found that the service was non-compliant with Regulation 28, Schedule 2. Part 1

(2) (11) (g) as two members of staff had only one reference to determine their suitability rather than the two required. We have not issued a non-compliance notice as the responsible individual arranged for second references at once and sent them to us.

We made some good practice recommendations which are outlined in the report and summarised in section 5.2.

1. Well-being

Good

Summary

Children receive a good quality service which provides a diverse range of stimulating opportunities. They are enthusiastic and show clear satisfaction with regard to the activities they are offered. Children form positive and warm relationships within the group and feel welcome and at home. 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 contribute suggestions and ideas about new purchases and activities. Children are confident to initiate games and activities and they approach staff for support as needed. Children receive encouragement to voice their opinions and contribute ideas about the running of the after school club. They engage with staff in friendly, supportive conversations and it is clear staff listen to children and consider their views at all times.

Children value their time at the service and enjoy the opportunity to meet their friends outside of the formal school day. We heard children sharing information with staff and other children and they are content to use the service. Children settle into the service with ease and benefit from the consistency of knowing their carers well as most are employed within the school. Children from a wide age group use the after school club and some younger children are keen to relate to older children whom they regard as role models.

Interactions between children are kind and supportive and they cooperate well. They told us they enjoy meeting with friends after school and like the feeling of belonging to the club as they have a say in what they do. They value the respect and courtesy that is shown to them. Children using the wraparound service are in the early stages of learning skills to further their independence. They have the opportunity to help themselves to food at snack time and pour their own drinks. They are encouraged to put on their coats before going outside. Children gain a sense of achievement and confidence from completing these tasks. They do not use the toilet unaided as during their time in school each morning they are expected to ask if they can use the facilities and are accompanied. The wraparound service follows this system.

Children choose from wide-ranging activities which are stimulating and interesting. The outdoor activities are well-planned and popular. Children in the wraparound service are keen to play outside even when the weather is cold. There are separate outdoor facilities for older and younger children and the space available is extensive. This provides them with space to be energetic and engage in physical play activities. Children particularly enjoy the climbing frame apparatus which is available in both school yards. They do not play outside in the dark months after school but use alternative resources such as a stepping stone activity to be active and promote balance. They have opportunities to develop creative and social skills by taking part in freely chosen, unstructured and self-directed play which enables them to follow interests and promotes their all-round development.

2. Care and Development

Good

Summary

There is a good range of appropriate health and safety procedures in place to ensure the well-being of children. Healthy lifestyles are promoted and staff understand their responsibility to keep children safe. Some health systems need to be strengthened.

Our findings

There are effective and appropriate systems in place to keep children safe and healthy. All staff undertake child protection training, including Prevent, after recruitment and this is regularly updated. Prevent is a government initiative which relates to the need for all childcare providers to protect children from the dangers of radicalisation as part of their safeguarding duty. Staff use a designated system to record any concerns relating to the safety of a child and this information is passed on to the relevant authority for investigation as needed. The person in charge ensures all staff understand their roles and responsibilities with regard to safeguarding children and promoting healthy lifestyles.

All accidents are formally recorded and mostly consist of injuries sustained when playing in the schoolyard. Parents sign all accident records. All staff undertake first aid training and are confident to deal with minor injuries. The staff gather information relating to any allergic reactions and make a record to ensure strategies are in place to support children as needed. Some of this information must be clearer and needs updating. The person in charge assured us she aims to carry out this work at once. The form in use to administer medication was updated by the responsible individual to include information about the last dose given by parents at home. CIW received a copy, as requested, after the inspection.

Staff ensure the provision for infection control is well managed and all have undertaken food hygiene training. Careful consideration is given to cleaning tables before eating and children washed their hands after playing outside and before snack. Practitioners plan healthy menus, which are changed regularly. Within the wraparound service, children brush their teeth daily, as part of the Designed to Smile initiative.

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 has an impact on 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.

Within the wraparound service, daily planning ensures a structured approach to children's learning and development. Children's interests are taken into consideration and seasonal and cultural events are included at every opportunity. This includes Christmas, Easter, and Mother's Day. Children receive encouragement to be curious learners about their own and other people's lives. Children receive a good variety of enjoyable experiences which promote their confidence and self-esteem.

3. Environment

Good

Summary

The services are situated within Ysgol Gynradd Penallta at Cwm Calon in Ystrad Mynach. Both elements of the service have use of dedicated rooms within the school. There is also a kitchen which is used by the after school group to prepare food. The premises are safe, attractive and well maintained and provide children with good opportunities for recreation and learning.

Our findings

Children are cared for in a safe, clean and secure environment. Good attention is given to maintaining appropriate levels of supervision of children. Staff to child ratios are always met and often exceeded. All visitors to the premises are asked to sign in and provide identification to ensure there are no unauthorised persons on the site. There are records of all children attending both services and these include the times of arrival and departure. Younger children are not able to leave base rooms unattended as the door handles are situated at the top of the doors. Regular fire drills take place within both services. All drills are recorded and we discussed the need for further information to document any lessons learned from carrying out the procedure. Regular nightly cleaning is undertaken by school cleaning personnel and this ensures a high standard of hygiene is maintained and the cleaning routines reflect good hygiene practice and effective infection control. Visual checks are carried out and staff ensure the environment is prepared before children arrive. We looked at a sample of risk assessments from the afterschool club and discussed the need for these documents to be updated on a regular basis and used as working documents. The responsible individual told us risk assessments for activities and the environment within the wraparound service are in use and regularly updated. Toilet facilities are well maintained and easily accessed. Mostly the school caretaker carries out maintenance. The local authority has overall responsibility for the upkeep of the premises.

The premises provide a rich environment for children's play and learning. Both groups use the extensive outdoor facilities which are well equipped and surrounded by woodland on the back perimeter. Children take every opportunity to play outside and during the summer months spend most of the time outside. There is a good range of age appropriate resources for all children which they are encouraged to freely choose. Children in the after school club enjoy craft activities, art and playing with 'kinetic sand' which they enjoyed showing us. Children in the wraparound service have extensive opportunities to engage in a variety of role-play activities. A number of children like to rest and chat with friends. There is a dedicated quiet room for younger children and a comfortable corner with cushions in the after school club. The space is arranged to promote children's independence and is on one level, making it accessible for children with mobility difficulties.

4. Leadership and Management

Adequate

Summary

The leadership and management of the service is mostly effective. The responsible individuals have a sense of purpose that promotes improvements and good outcomes for children. All recommendations made during the inspection were welcomed as a means of further developing and enhancing the quality of the service provision. All information relating to recruitment must be rigorously managed.

Our findings

There is a statement of purpose in place which must be updated to reflect any changes in the service delivery, such as changes in staff, and sent to CIW. The responsible individuals sent the updated document to us immediately after the inspection. The service is registered with the Information Commissioners Office (ICO) and all personal information is kept safe and confidential. The service provides the Active Offer of the Welsh language, which is used exclusively throughout the sessions.

We discussed the need for deputies to be appointed for the roles of both persons in charge to take over when they are absent. The responsible individuals put this in place immediately. There are suitable systems in place to monitor the service and the quality of care report includes the views of children and parents. Regular meetings take place with senior managers who are committed to the development and improvement of the services. Menter Iaith keeps up with all regulatory changes and ensures information is passed to service managers. Parents told us they are pleased with the quality of the service and especially value the close relationships children have with staff who they know from the school day. Parents also appreciate the after school service on the school site as children do not have to travel to another venue. There is a complaints procedure in place although no complaints have been received. Parents told us they understand the process of how to raise a complaint and are confident any issue would be dealt with appropriately if needed.

The recruitment of staff is mostly well managed. We found two staff files held only one reference rather than the required two references. The responsible individuals acquired the missing documents without delay and sent them to us. We discussed the quality of references received and that they should be in place before staff commence working.

Staff receive regular, formal one to one supervision meetings with their managers, where their personal and professional development is discussed and any training needs identified.

Good partnerships are in place with the school and with health professionals who are contacted if needed. Staff meet parents at the end of each session and transfer any relevant information to them about their children at this time.

5. Improvements required and recommended following this inspection

5.1 Areas of noncompliance from previous inspections

None

5.2 Recommendations for improvement

- Ensure full and complete information is kept to keep children who have allergic reactions to particular substances safe
- ensure risk assessments for all activities and the environment are in place and updated, used as working documents and updated regularly
- include information on fire drill records to state any hazards encountered and any learning as a result of the drill to improve safety
- ensure timely notifications relating to staff changes are sent to CIW

6. How we undertook this inspection

This was a scheduled, unannounced inspection.

- One inspector undertook a visit to the service for five hours on 7 January 2020
- we spoke to a number of children during the sessions, three parents and four members of staff. We spoke with one of the responsible individuals the day following the inspection to provide feedback
- we used the information held by CIW and we looked at a wide range of records. These included the statement of purpose, quality of care review, risk assessments, copies of policies which included safeguarding, behaviour management, and medical records. We also looked at four staff files and two children's files
- we made a visual check of the premises

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

www.careinspectorate.wales

7. About the service

| | |
|---|---|
| Type of care provided | Children's Day Care Sessional Day Care |
| Responsible Individuals | Rhiannon Tucker Maria Lees |
| Persons in charge | Nicola Chard Kirstie Rees |
| Registered maximum number of places | 24 |
| Age range of children | 3 – 11 years |
| Opening hours | Wraparound service 12:15 – 15:15 After School Club 15:15 – 17:15 |
| Operating Language of the service | Welsh |
| Date of previous Care Inspectorate Wales inspection | 24 August 2016 |
| Dates of this inspection visit | 7 January 2020 |
| 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? | Mae'r gwasanaeth yn darparu 'Cynnig Rhagweithiol' y Gymraeg. Mae'n darparu gwasanaeth sy'n rhagweld, yn nodi ac yn diwallu anghenion y bobl sy'n defnyddio'r gwasanaeth, neu allai ddefnyddio'r gwasanaeth, o ran y Gymraeg a'i diwylliant. This service provides an 'Active offer' of the Welsh language. It provides a service that anticipates, identifies and meets the Welsh language and cultural needs of people who use, or may use the service. |
| Additional Information: | None |

Date Published 27/02/2020